



CEDAR MOUNTAIN SERVICE DISTRICT

3620 Mammoth Creek Rd

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www.CedarMountainServiceDistrict.gov

Cedar Mountain Service District

Minutes

January 7, 2026 Board Meeting

This meeting was held in person.

Board members present:

Vice Chair Paula Bell-Saxton - in person
Treasurer Sheryl Snow - remote
District Clerk Zach Hascall - in person
Member Brent Carter - in person
Member Scott Bowen - in person
Commissioner Patty Kubeja - remote

Agenda:

Vice Chair Paula Bell-Saxton called the meeting to order at 6:00 p.m.

Prayer - Paula Bell-Saxton

Pledge - Zach Hascall

All Board Members were present, Treasurer Sheryl Snow attended remotely as well as Commissioner Patty Kubeja and Paul Bell-Saxton welcomed Scott Bowen as the newest Board Member.

Swearing in of Board Members -

District Clerk Hascall performed swearing in of Paula Bell-Saxton and Scott Bowen and witnessed the signatures of Oaths of Office.

Nomination of Board Positions -

Paula Bell-Saxton nominated Brent Carter as Vice Chair.

Zach Hascall seconded the motion.

All were in favor, motion carried unanimously.

Paula Bell-Saxton nominated Zach Hascall as District Clerk.

Brent Carter seconded the motion.

All were in favor, none opposed, motion carried unanimously.

Paula Bell-Saxton nominated Sheryl Snow as Treasurer.

CHAIRMAN | PAULA BELL-SAXTON **VICE CHAIRMAN** | BRENT CARTER **CLERK** | ZACH HASCALL
TREASURER | SHERYL SNOW **MEMBER** | SCOTT BOWEN **DISTRICT MANAGER** | KENDALEE COX

Zach Hascall seconded the motion.

All were in favor, none opposed, motion carried unanimously.

Zach Hascall nominated Paula Bell-Saxton as Chairman

Brent Carter seconded the motion.

All were in favor of, none opposed, motion carried unanimously.

Newly appointed Scott Bowen to act as Board Member.

Consent Agenda -

Zach Hascall made a motion to approve the Consent Agenda consisting of the January 7, 2026 Agenda, Meeting Minutes of December 4, 2025, Minutes of December 4, 2025 Public Hearings and expenditures of December 2025.

Sheryl Snow seconded the motion.

All were in favor, Member Scott Bowen abstained, motion carried.

Treasurer's Report - Sheryl Snow

Assets -

December 31, 2025

Checking/Savings

| | |
|--------------------------|---------------------|
| Fire Operations Checking | \$90,830.67 |
| Snow Removal Checking | \$3,192.06 |
| Dust Checking | \$ 1,761.14 |
| Fire PTIF 8810 | \$412,303.30 |
| Dust PTIF 8811 | \$20,196.30 |
| <u>Snow PTIF 8812</u> | <u>\$269,284.95</u> |
| Total all accounts | \$797,568.42 |

All accounts were in order. Zachary Hascall clarified that funds from the tax roll are received monthly and roughly 80% of fees are typically received by January.

Clerk's Report - Zach Hascall

There were no unusual expenses for December 2025. The ending overall 2025 Fire Budget was as follows. Total income \$3.239m. All categories that went over budget were adjusted. Payroll was \$2.209m which was \$42k under budget and this was attributed to streamlining staffing. Total District expenses were \$3.035m leaving a net operating income of \$204k.

Dust Fund total income was \$315k with total expenses of \$313k. That fee is acting as a direct passthrough of funds.

Snow Fund total income was \$807k with total expenses of \$690k leaving a net income of \$117k. Snow fund will need a bit more reserve built up to account for

different levels of snow but is also acting as a direct passthrough fund. There were \$272K in carry over funds with a goal of having one year's worth of reserve estimated at \$340k. A discussion and explanation of Snow contracts followed.

District Manager's Report - Kendalee Cox

Operations going into the new year have been smooth and the carry over funds have made things much more stable and financially solid. As of January 5th the overall total snowfall measured 25". The District Holiday party was scheduled for January 17th.

Chief's Report - Captain Daniel Matthews

Total call volume: 2025 there were 320 calls (191 EMS); 2024 there were 304 calls (223 EMS); 2023 there 336 calls (241 EMS). The disparity in the number of calls was attributed to inaccurate data tracking in the previous years which was likely less than what was reported. Roughly 70% of all call volume is related to EMS calls and 30% to Fire responses.

Board Member Scott Bowen initiated a discussion regarding EMS billing and collections that also included District EMS and Fire response inside and outside of its boundaries.

Notable accomplishments for 2025 included \$689,249.41 in Wildland income billing, new EMS equipment purchases, improved training opportunities using grant funds, increasing pay scales and upgrading policies and procedures. 2026 promises growth improvements with a volunteer program, fire hydrant inspection plans and finalizing achievable task books for staff training.

Sheryl Snow left the meeting at 6:57pm.

Personnel Action Report -

There were 3 promotions in Fire Operations staff and no new hires or terminations.

Zach Hascall made a motion to approve the Personnel Action Report for January as presented.

Brent Carter seconded the motion.

All were in favor, none opposed, motion carried.

Firefighting/EMS - Captain Matthews

The Board reviewed quotes that were presented for signage and wrapping of the new ambulance that was purchased in 2025. Primarily to be used for interfacility transports requiring many miles of travel. A design quoted at \$4992.80 was

presented. After some discussion the Board requested to see further quotes that would represent more basic graphics to be considered as alternatives.

A request for purchase of snow tracks for the Polaris Ranger Squad 70 was presented. Another set of incorrect tracks being used is creating more cost in repairs than necessary. A used set in the correct size is quoted at \$5000.

Zach Hascall made a motion to approve the purchase of used snow tracks not to exceed \$5000.

There was a discussion regarding the possible sale of the Yamaha Viking which is not currently being used to recoup some of the cost.

Scott Bowen seconded the motion.

All were in favor, none opposed, motion carried.

Wildland Report - Captain Mark Wolcott

There were 18 fire assignments with 16 being Engine, 1 Ambulance and 1 ground support. New equipment and supplies that are needed for the upcoming season included wildland hose packs and personal waterproof gear bags.

A new Type 3 Fire Engine with specifications was presented. Overall explanation from Captain Wolcott was that the Type 3 Engines (Timberwolves) being deployed on Wildland are designed primarily for improved roads such as those in and around the District and not designed for Wildland specific tasks and primarily off road needs. The needs and locations of Wildland deployment operations have caused multiple equipment failures and vehicle damage and resulted in loss of revenue.

Of the 3 quotes provided from Forestry Service, Siddons Martin and Toyne, the Toyne Type 3 Fire Apparatus was presented as preferred and quoted at \$558,633.00. There were loan agreements from the State Bank of Southern Utah and Zions Bank. Zions Bank having a one year deferred payment plan. The payment is estimated at \$70k/year and the down payment of \$150k upon delivery of chassis to the manufacturer and estimated 10 month build time. Having a third Type 3 Engine would also improve District response and ISO ratings.

Brent Carter made a motion to approve the purchase of the Toyne Type 3 Fire Apparatus purchase of up to \$150k down payment.

Zach Hascall seconded the motion.

All were in favor, none opposed, motion carried.

Seasonal Wildland Firefighter applications are being received.

Budget Reserves -

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Zach Hascall made a motion to table the Budget Reserve discussion until February. Brent Carter seconded the motion.
All were in favor, none opposed, motion carried.

Policies and Procedures- none

Other Business -

The monthly Board meeting for June will be rescheduled for Saturday June 6, 2026 at 10:00am and reposted on the Public Notice Website.

A Friends and Family CPR class was discussed but not yet scheduled.

Adjournment -

Zach Hascall made a motion to adjourn.

Scott Bowen seconded the motion.

Meeting adjourned at 8:16pm.

Minutes approved by



February 4, 2026

Brent Carter, Vice Chairman

Signed copy on file at 3620 N Mammoth Cr Rd, Duck Creek Village, UT 84762