



CEDAR MOUNTAIN SERVICE DISTRICT

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Cedar Mountain Service District

Minutes

April 8, 2026 Board Meeting

This meeting was held in person.

Board Members present:

Chairperson Paula Bell-Saxton - via Google Meet
Vice Chairman Brent Carter - in person
Treasurer Sheryl Snow - via Google Meet
District Clerk Zach Hascall - in person
Member Scott Bowen - in person
Commissioner Patty Kubeja - in person

Agenda

Chairperson Paula Bell-Saxton called the meeting to order at 6:04 pm and turned the Chair duties over to Clerk Zach Hascall.

Prayer - Fire Chief Barnard

Pledge - Zach Hascall

No Public in attendance -

For the record the members attending in person were Vice Chairman Brent Carter, Clerk Zach Hascall, Board Member Scott Bowen and Commissioner Patty Kubeja. Attending via Google Meet were Chairperson Paula Bell-Saxton and Treasurer Sheryl Snow.

Board Member Comments -

Member Scott Bowen stated he attended a meeting with District staff and suggested that a meeting date schedule change might be helpful to the staff and suggested leaving the subject open for discussion if needed.

Chairperson Comments - none

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

Consent Agenda

Scott Bowen made a motion to approve the Agenda for April 8, 2026, Board meeting Minutes of March 4, 2026, Emergency Dust Meeting Minutes of March 4, 2026 and the March 2026 expenditures.

Sheryl Snow seconded the motion

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

Commissioner Comments

Commissioner Kubeja attended a board meeting at Church Wells during which time a member's home experienced a fire. She expressed her appreciation for the Bigwater Fire Department and for all firefighters.

Treasurer's Report - Sheryl Snow

Assets -	<u>March 31, 2026</u>
Checking/Savings	
Fire Operations Checking	\$144,852.31
Snow Removal Checking	\$19,963.87
Dust Checking	\$17,366.17
Fire PTIF 8810	\$2,119,427.38
Dust PTIF 8811	\$363,040.29
<u>Snow PTIF 8812</u>	<u>\$802,316.69</u>
Total all accounts	\$3,466,966.71

Clerk's Report - Zach Hascall

All expenditures were standard in operations. Some funds were expended for Wildland using grant award funds. There were 2 more months of future snow contractor payments. No Dust funds were expended.

A discussion regarding Snow fund reserves indicated that Snow reserves would be gauged at the end of this season prior to the upcoming final year of snow contracts next season. Depending on reserves, the Snow fee may be addressed in the spring of 2027.

District Manager's Report - Kendalee Cox

Wildland crews were assigned to Texas. Dust service preparation was underway and scheduled dates for application will be May 14th, May 21st, June 4th, June 11th, June 25th and July 9th with touchups to be determined. Snowfall total for the season is 7 feet. The District scholarship is advertised for graduating seniors of Valley High School and open until April 17th. Fire Station #2 remodel is awaiting bids from contractors and anticipated to be available in May.

Chief's Report - Forrest Barnard

EMS licensing renewals are in progress. The new staffing for Fire included seasonal Wildland hires. The new Wildland chipper arrived and training for staff would begin. The Wildland crews were rotated in place in Texas and on their third assignment. Wildland income billing for the first two assignments was \$140k. A current *Chain of Command* document with staffing and vehicle assignments was presented to the Board for review.

Personnel Action Report-

One added regular employment, one added for seasonal wildland.

Scott Bowen made a motion to approve the Personnel Action Report dated April 8, 2026 as presented.

Brent Carter seconded the motion

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

Firefighting/EMS - Forrest Barnard

Chief Barnard explained the need to acquire new turnouts for firefighters stating NFPA standard of safety. Standard use of turnouts requires 2 sets/person to allow for proper washing of gear used in a fire. Most of the current staff are using handed-down turnouts which do not always fit properly. Chief Barnard proposed the purchase of new turnouts. These would be custom fitted for 10 firefighters who had earned at least 3 years of service with the District and not to be retained by the individual in the event of retirement or termination. The quote from LN Curtis for GXtreme Pro included government pricing at \$43k.

Zach Hascall commented to say that 8 sets of turnouts for \$40k had been budgeted in 2026 and this request was not unreasonable. Further discussion explained that the new set would be primary use and the handed-down gear would be secondary.

Paula Bell-Saxton made a motion to approve the purchase of 10 sets of GXtreme turnouts from LN Curtis for \$43k.

Sheryl Snow seconded the motion

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

There is a new NFPA standard effective March 18, 2026 requiring a firefighter hood to be 99% particulate blocking for cancer prevention. The quote for 30 new hoods at \$127.50 each totals \$3825.00

Scott Bowen made a motion to approve the purchase of 30 firefighting hoods at \$127.50 each totaling \$3825 as presented by Chief Barnard.

Brent Carter seconded the motion.

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

Wildland Report - Mark Wolcott

Wildland Engine 73 is currently in Texas on a 52 day assignment and headed home this weekend. \$8700 Fire Department Assistance Grant for the purchase of Wildland PPE. After training on the new chipper is complete there will be a digital

process for application for the public to request services. Zion View, Swains Creek and Navajo Lake would be the primary beginning locations.

There was a request to ratify purchases of Wildland PPE. Due to the increasing lack of availability of PPE supplies with vendors, request to purchase was granted by board members prior to the April Board meeting. This included Wildland PPE pants, shirts and gloves for station personnel and \$8726.17 awarded by the Fire Department Assistance Grant.

Scott Bowen made a motion to approve the purchase of PPE and equipment in the amount of \$8874.64

Brent Carter seconded the motion.

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

There was a request to purchase Wildland PPE for the Wildland Engine Bosses and seasonal crew using budget funds of \$7500. The overall budget line #107 was expected to be over budget at the end of the year due to grant income and to be explained through public hearing when and if necessary.

Paula Bell-Saxton made a motion to approve the purchase of Wildland PPE from Propper in the amount of \$4639.76

Sheryl Snow seconded the motion.

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

Proposed Expansion of CMSD Boundaries

A commercial operation has requested Fire service to fulfill their conditional use permit. These subdivisions lie east of the CMSD boundary with Hwy 89. All areas being considered are within 5 miles of the nearest fire station. The Fire Chief has inspected the properties to ensure they meet ISO guidelines and the majority have fire hydrants. The current District ISO rating 3/3X will not be affected and will be beneficial to the proposed additional properties.

Possible future steps include obtaining a parcel list from the County, sending a mailer to all proposed parcel owners, communicating with the CMSD attorney and holding a public hearing. All relevant information to be presented at the May Board meeting.

Employee Handbook - Forrest Barnard

Proposed changes included: the language used for the hiring process be rephrased; Holidays for office staff changed from individual days to a holiday bank of hours; adding education leave for full time employees to attend fire academy; standardizing training requirements for full time and part time employees.

Paula Bell-Saxton made a motion to approve the updated CMSD Employee Handbook as presented dated April 8, 2026 with clarifications and edits to Chief Barnard's rewording of the Hiring Process.

Brent Carter seconded the motion.

All were in favor, none opposed, motion carried.

Current Dust Control - Zach Hascall

A breakdown spreadsheet was presented showing how much dust control product can be used with the current budget funds. The same service provided as last year will cost \$379,553.79. The Dust fee was increased from \$100 to \$125 in 2025 to anticipate 5% increase/year for 3 years. The \$100k surplus anticipated was wiped out by the increased cost of product, application and fuel surcharges in 2026. As a result, the Dust fee may be addressed again in the June Board meeting. District Manager Kendalee Cox was instructed to limit delivery of product to 1700 tons to meet the budgeted amount and delivered loads may need to be adjusted.

Zion View Dust - Zach Hascall

The Board members discussed whether or not to move forward with adding Zion View Estates to the Dust services of CMSD. The additional fee income from Zion View at the current fee is estimated at \$81,875.00. The cost of service with estimated road mileage is \$81,766.64 resulting in a net gain of \$108.36. If the number of miles was more than estimated, the rate of application could be reduced. If treatment of the Forest Service Road were included there would be a net loss of -\$24,407.44

Of the various methods of communication used by the Zion View HOA they reported 58% respondents with 65% in favor and 35% opposed to the service.

It was the majority consensus of the Board that CMSD should move forward with a public hearing with the exception of Member Scott Bowen who questioned if it was appropriate to add areas to the service when the future is very uncertain, there is only one vendor that submitted a bid to provide the service, the future cost is uncertain, and it may not be feasible. Discussion regarding the current fee and determining possible change to the fee will need to be decided before a public hearing.

Zach Hascall asked for a straw poll vote of the Board:

Straw Poll Vote on Public Hearing for Zion View Dust Services:

- In Favor of moving forward with a public hearing (4): Paula Bell-Saxton, Brent Carter, Sheryl Snow, Zach Hascall
- Opposed to moving forward with a public hearing (1): Scott Bowen

The Public Hearing for Zion View Dust will be Friday June 5th, 2026 at 6:00 pm.

Policies and Procedures -

There was a brief discussion of a proposed future policy for the process of requesting areas be added to current District services that would address some of the issues that Zion View Dust request has presented to the District.


Other Business -

Adjournment -

Zach Hascall made a motion to adjourn.

Scott Bowen seconded the motion.

The meeting adjourned at 9:07 pm.

Minutes Approved By  May 6, 2025

Name Paula Bell-Saxton, Title Chair

Signed copy on file at 3620 Mammoth Creek Road, Duck Creek Village, UT 84762