



## CEDAR MOUNTAIN SERVICE DISTRICT

3620 Mammoth Creek Rd  
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# Cedar Mountain Service District Minutes

## May 6, 2026 Board Meeting

This meeting was held in person.

### Board Members present:

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

The meeting was called to order for the Cedar Mountain Service District on May 6, 2026, at 6:05 p.m., with Brent Carter, Scott Bowen, Zach Hascall, Paula Bell-Saxton present in person, and Sheryl Snow via Google Meet.

Prayer - Fire Chief Barnard  
Pledge - Zach Hascall

No Public were present

Board Member Comments - none

Chairperson Comments - none

### Agenda:

#### Consent Agenda -

Zach Hascall made a motion to approve the Consent Agenda consisting of the May 6, 2026 meeting agenda, the meeting Minutes of April 8, 2026 and April 2026 financials. Brent Carter seconded the motion. All were in favor, none opposed, motion carried unanimously.

#### Treasurer's Report - Sheryl Snow

Assets -

April 30, 2026

Checking/Savings

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

Fire Operations Checking	\$108,266.01
Snow Removal Checking	\$74,901.42
Dust Checking	\$20,570.72
Fire PTIF 8810	\$1,770,252.20
Dust PTIF 8811	\$364,191.06
<u>Snow PTIF 8812</u>	<u>\$684,690.30</u>
Total all accounts	\$3,022,871.71

All accounts were in order. A question was raised regarding the substantial increase in the snow removal checking account balance, which was explained as being due to moving money from the Snow PTIF account to cover contractor payments for May 2026.

**Clerk's Report - Zach Hascall**

Expenditures for the month were standard. There was one more snow removal contractor payment due in June including the 10% withholding.

**Fraud Risk Assessment - Zach Hascall**

The 2026 Fraud Risk Assessment was discussed. It is a self-assessment for auditors and the District scored 355 out of 395 points, indicating a very low risk level for fraud.

Zach Hascall made a motion to approve the 2026 Fraud Risk Assessment

Brent Carter seconded the motion

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

**District Manager's Report - Chief Barnard**

The report covered updates on Dust mitigation services, seeking bids for fire station bay ceiling repair and Station 2 renovation, community relations and a June 6, 2026 upcoming fund raiser scheduled by Swains Creek Association members.

**Chief's Report, Fire/EMS and Wildland Operations - Chief Barnard**

The District is applying for an EMS grant which is now limited to \$75k. The Chief welcomed the new seasonal wildland firefighters. He reported that the new SCBAs had arrived and custom fitted turnouts had been ordered and delivery was expected in 90 to 100 days. Training was conducted for staff operation of the new wildland chipper, and a QR code sign-up system of application was being developed for the public to request chipping services. Wildland project work was scheduled to begin along roadways in Zion View.

Scott Bowen inquired about the process of being dispatched outside of District boundaries. The discussion confirmed dispatch via 911. While legally the fire department could decline fire-related responses outside of District boundaries, they have never done so and no formal policy exists. EMS calls require response to much larger boundaries.

#### **Firefighting/EMS -**

Chief Barnard presented quotes and requested approval of the purchase of 4 new portable suction units for ambulances and engines using current grant award funds.

Zach Hascall made a motion to approve the purchase of portable suction units from SSCOR for the price of \$3,266.68.

Scott Bowen seconded the motion.

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

#### **Wildland -**

Chief Barnard explained the requirement of each wildland vehicle to be equipped with an AED (automatic external defibrillator). The current equipment is 10 plus years old and failing. Currently the Wildland EMS Equipment budget has expended zero dollars of \$30k budgeted.

Zach Hascall made a motion to approve the purchase of 3 refurbished Zoll Defibrillators totaling \$2,685.00 for Wildland EMS.

Scott Bowen seconded the motion.

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

#### **Proposed Expansion of CMSSD Boundaries -**

The Board is continuing to explore the proposed expansion by refining parcel lists and identifying agricultural lots for possible exemption or removal. The urgency of expanding for a specific business is recognized but the Board is taking necessary time to explore all options thoroughly. Discussion also included whether or not to allow developers to avoid paying District fees on vacant lots until they are sold to permanent owners. This led to another topic of discussion regarding the current flat rate fee structure and went into how shifting the structure could impact fee revenue.

#### **Station 1 Expansion/Addition Discussion -**

The Board discussed the need for additional space across the District, specifically Station 1 which lacks enough space for parking Fire apparatus year-round, equipment storage and proper workout facilities for staff. The main discussion centered around the direction for pursuing additional space through either a detached metal building or working toward a larger capital project and pursuing funding sources. Paula Bell-Saxton suggested ideas such as CIB loans or Community Development Block Grants in the case of new buildings.

#### **Dust Control Review - Zach Hascall**

A change to the Dust fee is likely required this year due to an unprecedented increase in product cost and fuel surcharge by 21-22%. Not addressing the fee will result in greatly reducing the service or not performing the service. The Board intends to address the issue promptly so that a decision can be made by July to meet the County Treasurer deadlines for fee adjustments. Requirements include determining the fee and holding a public hearing for an increase.

**Short Term Rental Property Inspections - Chief Barnard**

Chief Barnard suggested that the Fire Department begin performing inspections on short-term rental properties to ensure safety standards, such as having smoke and carbon monoxide detectors. Inspections would be required before the county could issue a business license. An annual inspection fee of \$50-75 was suggested. To proceed, the District needs to ensure that the cost is fully covered and determine if there is an ordinance for enforcement.

**URS Contribution Rates and Participation -**

The Board considered two recommendations regarding the Utah Retirement System: continue paying 100% of the firefighter employee required contributions and absorb the 1.25% increase, and allow part time employees to participate in any URS plan with their own contributions.

Zach Hascall made a motion to approve the District continue to pay the full URS contribution for all full time employees and absorb the 1.25% increase and allow part time staff to participate with their own contributions.

Brent Carter seconded the motion.

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

**Wildland Employee Seasonal Pay -**

Chief Barnard presented a new pay structure for Seasonal Wildland employees that is based on certifications and continued seasonal employment. Returning Wildland firefighters will receive a \$1/hr increase to base wage for each year they return up to \$5 maximum increase. This will aid in retention and reward returning staff who assist in training new employees.

Brent Carter made a motion to approve the Wildland Seasonal Pay Increase which includes \$1/hr wage increase added for each returning year up to \$5 maximum increase starting May 10, 2026.

Zach Hascall seconded the motion.

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

**Closed Session -**

Zach Hascall made a motion to go into and out of Closed Session at the will of the Chair to discuss personnel or pending legal issues.

Brent Carter seconded the motion.

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

Into Closed Session at 7:57 pm.

Returned to Open Session at 8:12 pm

Zach Hascall made a motion to approve the pay increase for Chief Barnard as discussed in Closed Session to be presented by the District Manager and Board Chair. The pay raise is within budget allowances.

Scott Bowen seconded the motion.

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

**Adjournment -**

Zach Hascall made a motion to adjourn.

Sheryl Snow seconded the motion.

The meeting adjourned at 8:15pm.

Minutes Approved By  June 6, 2026

Name Paula Bell-Saxton, Title Chairperson

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