



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES /
LOCAL BUILDING AUTHORITY**

Station 41
381 North 3150 West
West Point City, Utah 84015
(801)525-2850
www.northdavisfireut.gov

*Scott Wiggill, Chair
Megan Ratchford, Vice-Chair
Mark Shepherd, Member
Brian Vincent, Member
Annette Judd, Member
Jerry Chatterton, Member
Nancy Smalling, Member
Ricky Carlson, Member
Dakota Wurth, Member*

*Mark Becraft, Fire Chief
Curt King, Deputy Fire Chief*

**Board Meeting Minutes
Thursday, June 18th, 2026**

Work Session 6:00 PM / Regular Meeting 6:30 PM
or Immediately following Work Session

Board of Trustees Work Session 6:00 PM

Board Members Present: Scott Wiggill, Megan Ratchford, Brian Vincent, Ricky Carlson, Annette Judd (arrived at 6:15pm), Nancy Smalling (Virtually), and Dakota Wurth

Excused: Jerry Chatterton

Staff Present: Chief Mark Becraft, Deputy Chief Curt King, Executive Assistant/Clerk Misty Rogers, Battalion Chief Allen Hadley, Amber King, NDFD Treasurer Mariah Reyes, and NDFD Attorney Andrew Blackburn

Visitors: None

1. Badge Pinning for New NDFD Firefighters or Promoted Employees - tabled
2. Discussion and Planning for the North Davis Fire District; including the Fiscal Year 2027 Draft Budget and Capital Improvements Plan

Balanced Budget, found out yesterday that the fire service across Utah is experiencing outrageous Worker's Compensation premiums. Benchmark Insurance, NDFD's current provider has withdrawn from the fire industry. WCF has provided NDFD with a quote, however it is a 300% increase. NDFD is not alone and we are requesting an additional bid from ULGT. NDFD is hopeful that rates with other providers will come in less than WCF proposed.

The FY2027 Final budget has minimal changes since the adoption of the FY2027 Tentative Budget. We are not adjusting our final budget now to account for the potential increase to Workers Compensation premiums, we will amend the FY2027 budget when a new provider is selected. A minor change to the budget includes funding to allow for the purchase of 250 Year Anniversary Badges for employees and the board.

The Capital Projects Plan (CIP) has been updated through the year 2035; the purchase of a new ambulance is slated for FY2028, however due to high demand we must place an order now. The CIP will be amended as needed.

Vice-Chair Ratchford asked if we could pay in advance. Chief Becraft stated if a quote is proposed and signed, the price of the unit will not increase.

3. Presentation and Discussion of the North Davis Fire District Fiscal Year 2026 Budget Amendment

Adjusted revenues and expenses, decrease health insurance by \$150,000. Transfer into Capital Projects for the purchased ladder truck. Vehicle expenses in Capital Projects fund were decreased as the purchases made for the ladder truck will be placed into FY2027.

The work session concluded at approximately 6:20 p.m. Although the published notice stated that the regular meeting could begin immediately following the work session, Ms. Rogers recommended delaying the start of the regular meeting until 6:30 p.m. to ensure compliance with the published public hearing notices.

The Board expressed a desire to begin the regular meeting at 6:20 p.m., provided that the scheduled public hearings would not be impacted. Upon arrival, NDFD Attorney Andrew Blackburn reviewed the matter and advised that the agenda could be reordered without affecting the advertised public hearing times. Based on this guidance, the Board proceeded with the regular meeting at 6:20 p.m. and moved the Fire Chief's Report and Member City Updates to the beginning of the agenda, prior to the scheduled public hearings

Board of Trustees Regular Session 6:20 PM (immediately following the Work Session)

Board Members Present: Scott Wiggill, Megan Ratchford, Brian Vincent, Ricky Carlson, Annette Judd, Nancy Smalling (Virtually), and Dakota Wurth

Excused: Jerry Chatterton

Staff Present: Chief Mark Becraft, Deputy Chief Curt King, Executive Assistant/Clerk Misty Rogers, Battalion Chief Allen Hadley, Amber King, and NDFD Treasurer Mariah Reyes

Visitors: None

1. Call to Order
2. Invocation or Inspirational Thought – Board Member Judd
3. Pledge of Allegiance
4. Citizen Comment – No comment; no one in attendance.
5. Consideration of Approval of NDFD Board of Trustee Meeting Minutes from May 2026

Board Member Shepherd motioned to approve the NDFD Board of Trustee Minutes from May 2026. Vice-Chair Ratchford seconded the motion. The motion passed.

6. Consideration of Approval of the NDFD Bills

Board Member Carlson motioned to approve the NDFD Bills. Board Member Wurth seconded the motion. The motion passed.

7. Consideration of Approval of the NDFD Financial Report

Vice-Chair Ratchford motioned to approve the NDFD Financial Report. Board Member Shepherd seconded the motion. The motion passed.

8. Presentation and Acceptance of the North Davis Fire District Fraud Risk Assessment – Treasurer

Treasurer Reyes stated that the Fraud Risk for NDFD is low according to the Fraud Risk Assessment. The only section that we did not receive points for is having a formal audit committee.

Board Member Judd motioned to accept the North Davis Fire District Fraud Risk Assessment. Vice-Chair Ratchford seconded the motion. The motion passed.

9. Discussion and Consideration of the adoption of Resolution 2026R-08, Amending the North Davis Fire District Budget for FY2026

Board Member Judd motioned to open the public hearing. Board member Wurth seconded the motion. The motion passed.

a. Public Hearing – No comment given; no-one in attendance.

Board Member Shepherd motioned to close the public hearing. Board member Judd seconded the motion. The motion passed.

b. Action

Board Member Wurth motioned to adopt Resolution 2026R-08, Amending the North Davis Fire District Budget for FY2026. Board member Vincent seconded the motion. The motion passed.

Roll Call Vote:

Chair Wiggill – nonvoting

Board Member Judd: Yes

Board Member Shepherd: Yes

Board Member Chatterton: Excused

Board Member Wurth: Yes

Board Member Carlson: Yes

Board Member Vincent: Yes

Board Member Smalling: Yes

Vice-Chair Ratchford - yes

10. Discussion and Consideration of Approval of Resolution 2026R-09, Adopting the North Davis Fire District Capital Improvements Plan (CIP)

Board Member Carlson motioned to approve Resolution 2026R-09, Adopting the North Davis Fire District Budget for FY2026. Board Member Wurth seconded the motion. The motion passed.

11. Discussion and Consideration of Approval of Resolution 2026R-10m Adopting and Certifying a Tax Rate of 0.001503 with the Certified Tax Rate Revenue of \$7,083,807.00 for the North Davis Fire District for the 2027 Fiscal Year.

Board Member Shepherd motioned to open the public hearing. Board member Judd seconded the motion. The motion passed.

a. Public Hearing – No comment given; no-one in attendance.

Board Member Shepherd motioned to close the public hearing. Board member Vincent seconded the motion. The motion passed.

b. Action

Board Member Judd motioned to approve Resolution 2026R-10m Adopting and Certifying a Tax Rate for the North Davis Fire District for the 2027 Fiscal Year. Vice-Chair Ratchford seconded the motion.

Roll Call Vote:

Chair Wiggill – nonvoting

Board Member Judd: Yes

Board Member Shepherd: Yes

Board Member Carlson: Yes

Board Member Vincent: Yes

Board Member Chatterton: Excused
Board Member Wurth: Yes

Board Member Smalling: Yes
Vice-Chair Ratchford - yes

Board Member Judd motioned to amend her motion, approve Resolution 2026R-10, Adopting and Certifying a Tax Rate of 0.001503 with the Certified Tax Rate Revenue of \$7,083,807.00 for the North Davis Fire District for the 2027 Fiscal Year. Board member Shepherd seconded the motion. The motion passed.

Roll Call Vote:

Chair Wiggill – nonvoting

Board Member Judd: Yes

Board Member Shepherd: Yes

Board Member Chatterton: Excused

Board Member Wurth: Yes

Board Member Carlson: Yes

Board Member Vincent: Yes

Board Member Smalling: Yes

Vice-Chair Ratchford - yes

12. Discussion and Consideration of Approval of Resolution 2026R-11, Adopting the North Davis Fire District Final Budget for FY2027

Board Member Wurth motioned to open the public hearing. Board member Shepherd seconded the motion. The motion passed.

a. Public Hearing – No comment; no public in attendance

Board Member Judd motioned to close the public hearing. Vice-Chair Ratchford seconded the motion. The motion passed.

b. Action

Board Member Carlson motioned to approve Resolution 2026R-11, Adopting the North Davis Fire District Final Budget for FY2027. Board Member Wurth seconded the motion. The motion passed.

Ms. Rogers requested that the motion includes the URS employer pick up to 5.98% for Tier 2 Public Safety. Chief Becraft reminded the board of Trustees that in the past, the board had agreed to pickup the required employee contribution for Tier 2 Firefighters.

Board Member Vincent asked how long the district should continue to pick up the required employee contribution. Board Member Shepherd stated that employer pick-up should continue while the district can. Chief Becraft stated public safety Firefighter is augmented by the insurance levy, they are different than Tier 2 Public Safety Officer. He then stated that contributions for police are much higher than firefighters.

Board Member Vincent stated that Resolution 2026R-11 needed a correction; in section two it referenced Resolution 2026R-10 and it should reference 2026R-11. Ms. Rogers stated the change would be made to the resolution and would be printed with the change.

Board Member Carlson motioned to amend the motion, approving Resolution 2026R-11, Adopting the North Davis Fire District Final Budget for FY2027, including up to 5.78% URS Employer Election Pick-up Member Contributions. Board member Wurth seconded the motion. The motion passed.

Roll Call Vote:

Chair Wiggill – nonvoting

Board Member Judd: Yes

Board Member Shepherd: Yes

Board Member Chatterton: Excused

Board Member Wurth: Yes

Board Member Carlson: Yes

Board Member Vincent: Yes

Board Member Smalling: Yes

Vice-Chair Ratchford - yes

13. Discussion and Consideration of Approval of Resolution 2026R-12, Adoption of the International Fire Code as Adopted and Amended by the State of Utah.

Board Member Shepherd motioned to open the public hearing. Vice-Chair Ratchford seconded the motion. The motion passed.

- a. Public Hearing – No comment, no one in attendance
Board Member Shepherd motioned to close the public hearing. Board Member Wurth seconded the motion. The motion passed.
- b. Action
Board Member Vice-Chair Ratchford motioned to approve Resolution 2026R-12, A Resolution Adopting the 2024 Edition of the International Fire Code (IFC), as adopted and amended by the State of Utah, including Appendices B, C, and D and the current editions of the National Fire Protection Association (NFPA) Standards as the official fire code for the jurisdictional areas of North Davis Fire District. Board Member Shepherd seconded the motion. The motion passed.

Roll Call Vote:

Chair Wiggill – nonvoting	
Board Member Judd: Yes	Board Member Carlson: Yes
Board Member Shepherd: Yes	Board Member Vincent: Yes
Board Member Chatterton: Excused	Board Member Smalling: Yes
Board Member Wurth: Yes	Vice-Chair Ratchford - yes

14. Consideration of Resolution 2026R-13, First Amendment to the Interlocal Agreement between North Davis Fire District and Military Installation Development Authority.

Chief Becraft stated that he has been meeting with Mike Wagstaff with MIDA. Entering into the agreement with a payment of \$62,000 for the first ten calls. Over ten calls will be billed at a rate of \$2,000 per call.

Vice-Chair Ratchford motioned to approve Resolution 2026R-13, First Amendment to the Interlocal Agreement between North Davis Fire District and Military Installation Development Authority. Board Member Judd seconded the motion. The motion passed.

Roll Call Vote:

Chair Wiggill – nonvoting	
Board Member Judd: Yes	Board Member Carlson: Yes
Board Member Shepherd: Yes	Board Member Vincent: Yes
Board Member Chatterton: Excused	Board Member Smalling: Yes
Board Member Wurth: Yes	Vice-Chair Ratchford - yes

15. Consideration of Resolution 2026R-14, amending the North Davis Fire District Personnel Policy Chapter 500, Section 504 Miscellaneous Leaves

Vice-Chair Ratchford motioned to approve 2026R-14, amending the North Davis Fire District Personnel Policy Chapter 500, Section 504 Miscellaneous Leaves. Board Member Wurth seconded the motion. The motion passed.

Roll Call Vote:

Chair Wiggill – nonvoting

Board Member Judd: Yes
Board Member Shepherd: Yes
Board Member Chatterton: Excused
Board Member Wurth: Yes

Board Member Carlson: Yes
Board Member Vincent: Yes
Board Member Smalling: Yes
Vice-Chair Ratchford - yes

Fire Chiefs Report - The Chief's Report and Member City Updates were moved earlier in the meeting. The regular session began at 6:20 pm, earlier than the noticed time of 6:30 pm. This allowed for the set public hearings to be held at approximately 6:30 pm as noticed.

NDFD is in the process of moving over to a new incident management system. May 2026 call volumes included a total of 388; 1 structure fire Sunset, 1 homicide in West Point, a few grass fires, in addition to normal medical calls. In FY 2026, NDFD responded to 4,154 calls; as of June 17, 2026, NDFD responded to approximately 2,077 calls in calendar year 2026. Recently, NDFD assisted the American Legions with a flag retirement ceremony at Station 42. NDFD plans to assist the American Legion with their flag retirement ceremonies in the future.

The area is seeing more of "teen meets" where hundreds to thousands of teens flock to an area and disrupt the area. NDFD is working closely with PD to unify and work closely. Davis County holds a county wide ** working on mass casualty and mass shooters. Currently working on the incident command side of what it will take. NDFD crews have been out training for the past two shifts.

NDFD has been conducting testing for both full-time and part-time hiring. Recently NDFD hired 3 additional full-time employees; 2 new into the service and 1 paramedic from WI.

Chair Wiggill expressed the need to continue to train and excite the crews about training. He then stated that entities and first responders must keep up and strive to stay up on training.

16. Member City Updates - The Member City Updates were moved earlier in the meeting. The regular session began at 6:20 pm, earlier than the noticed time of 6:30 pm. This allowed the set public hearings to be held at approximately 6:30 pm as noticed

Board Member Shepherd stated that Crush Golf has opened and the surrounding area is going to be developed. The old amphitheater in Clearfield has been torn down and will be replaced with a park.

Board Member Wurth expressed his excitement to celebrate our nation's 250th anniversary.

Board Member Vincent expressed his excitement for the West Point City, "Party at the Point" 4th of July celebration.

Board Member Carlson stated that the last Sunset City Council the final budget was approved.

Board Member Smalling stated that the Sunset City celebration will be held on July 17th and 18th.
Deputy Chief King requested that Sunset City provide him with the plans for the celebration.

Chair Wiggill stated that Sunset City has new playground equipment and park improvements. He then expressed appreciation to staff for providing a balanced budget.

Chief Becraft stated that he is working with Davis County to create a MOU for services to the unincorporated area of the county. Davis County is considering paying the District approximately \$50,000 for 1-year of coverage. Then after one-year of coverage, NDFD can proceed with the process to annex the unincorporated area.

17. Consideration of adjourning into a Closed Session pursuant to one or more of the provisions of Section 52-4-205(1) of the Open and Public Meetings Law

Board Member Shepherd motioned to move into a closed session pursuant to provisions of Sections 52-4-205(1)(a) of the Open and Public Meetings Law, discussion of the character, professional competence, or physical or mental health of an individual. The annual evaluation of Fire Chief Becraft. The closed session was held at Station 41, 381 North 3150 West, West Point City, UT 84015. Board Member Wurth seconded the motion. The motion passed.

18. Motion to Adjourn

Board Member Vincent motioned to adjourn. Board Member Wurth seconded the motion. The motion passed.



By: _____

SCOTT WIGGILL, CHAIR

ATTEST:

By: _____

MISTY ROGERS, CLERK