

Dammeron Valley Fire SSD

Approved Minutes of Public Meeting Held March 8, 2016

Meeting Place: Dammeron Valley Fire Station

1261 North Dammeron Valley Dr. E, Dammeron Valley, Utah 84783

ACB Members Present: Chairman Gary Jensen

Vice-Chairman AB Johnson

Treasurer Craig Meyocks

Clerk Mike Thomas

Management Company represented by Amanda Lamb

ACB Member Absent: ACB Member at Large Mack Sorensen

Meeting called to order by Gary Jensen at approximately 7:00 PM.

1. Acceptance of Agenda

AB Johnson made a motion to amend the agenda, "I make a motion to amend the Agenda and add Grant Writing after review and approval of Reserve Study", Mike Thomas seconded the motion, the motion passed unanimously.

2. Approval of Minutes

AB Johnson made a motion to approve the previous meeting minutes with corrections, "I make a motion to approve the February 2, 2016 Meeting Minutes with corrections, Craig Meyocks seconded the motion, the motion passed unanimously.

3. DVFSSD Monthly Bills/Financials

Mike Thomas, Clerk: Gave the financial report.

Bills to be paid:

Washington County Fire Chiefs Assn. \$80.00, BT Automotive Service, LLC \$442.58, and \$613.35, Veyo Mercantile Co. \$22.64, TecResQ LLC \$15,228.30, Reimbursement Don Wallace \$42.65 and \$50.43, Reimbursement Allison Stingley \$114.22.

Bank Balance: As of the end of February 2016

Cache Valley Bank Checking Account: \$85,188.85

Cache Valley Bank Savings Account: \$1,876.00

US Bank Checking Account: \$5,750.56

Net Income: \$74,314.75

Total Income as of end of February: \$20,883.34

Total Income Year to date: \$96,663.34

Total Expenses as of the end of February: \$19,412.86

Total Expenses Year to date: \$22,348.59

Notation was made that sales tax should not be charged on expenses.

Mike Thomas made a motion, "I make a motion to pay the monthly bills and invoices as reported", Craig Meyocks seconded the motion, the motion passed unanimously.

Review of invoice to Tax Services, Craig Meyocks stated it would be best to email the CPA to see what this charge is for. Mike Thomas made a motion, "I make a motion to hold paying the Tax Services invoice until directed by CPA, AB Johnson seconded the motion, the motion passed unanimously.

Confirm date of late fee/service fee charges:

Discussion on late fees and service fee to be charged to Owners who have not paid their 2016 assessment fee. Owners who have not paid the assessment will be charged a late fee of 1.5% each month starting January 31st. If not paid in full by August 1st there will be a \$5.00 onetime service fee and the account will be sent to the Washington County Treasures Office to be filed against taxes. AB Johnson made a motion, "I make a motion to send the last mailing July 1st stating late fees have accrued each month since January 31st and a onetime service fee; and your account will be sent to the Treasures office if not paid in full by August 1st, Craig Meyocks seconded the motion, the motion passed unanimously.

NEW BUSINESS:

4. Fire Chief Report:

Chief Kevin Dye was not present due to be called out on an Emergency call. Report tabled.

5. CPA Approval- Year End Audit:

Craig Meyocks made a motion, "I make a motion to approve Wayne Everett with Haffen-Buckner-Everett and Graff as the Dammeron Valley Fire Special Service District CPA" Mike Thomas seconded the motion, the motion passed unanimously.

6. Park Landscaping:

AB Johnson made a motion, "I make a motion to approve using JM Lawn Services at the same rate as 2015 as the park landscaping company" Craig Meyocks seconded the motion, the motion passed unanimously.

7. DVLA Breakdown of Fire Department Items:

The DVLA is looking at money budgeted and to discuss approving donation at Annual Membership meeting. Discussion on crack repair for parking lot at fire station; Craig Meyocks has met with Holbrook Asphalt and is getting a bid for an estimated cost to have work done. Discussion on SCBA Equipment; grants are needed to be able to fund this expense. Discussion on lights, reflectors and tires for Engine 13. On the 18th of March the DVLA will have a discussion on how much money can go towards these expenses. Discussion on training and the expense for the course, Gary Jensen stated that the upfront cost for paying for the training can be expensive, he feels that if there is a two year commitment then the SSD Board can discuss paying for the course of training. AB Johnson stated that it may be good for the SSD Board to come up with an amount to give the DVLA by the 18th of March. Craig Meyocks made a motion, "I make a motion for the SSD Board to come up with a general amount to present to the DVLA Board for a donation", AB Johnson seconded the motion, the motion passed unanimously. Discussion on chain saws to be replaced. Craig Meyocks made a motion, "I make a motion to approve up to \$1900.00 dollars to purchase chain saws", Mike Thomas seconded the motion, the motion passed unanimously.

8. Letter to Cell Providers:

Gary Jensen stated that a letter needs to be sent to the National Head Quarters and Gabriel Billick stated that he will work with the DVLA and do some investigation on the SBA Towers. What is needed is an electric meter and antenna, everything else is functioning. A letter is needed to state

that the fire department is in a dead zone and has poor quality. Gabriel will work on putting together a committee to work on a letter and find out what can be done for better service.

9. General Liability Insurance Renewal:

The current policy Utah Local Governments Trust is not affiliated with the government. The insurance policy renews in June and the Board would like bids to make sure the SSD is getting the best insurance rates.

10. Approval of Reserve Study Bid:

Discussion on the need for a Reserve Study; Mike Thomas recommends the chief to provide a list of what should be in the reserve study. The Fire Station was built in 2005 and is going to need repairs on the roof, heater, roads and regular maintenance etc. Craig Meyocks stated it would be good to have a base line figure so the SSD is collecting the right amount of funds to function properly. Craig Meyocks made a motion, "I make a motion to approve the bid provided by ARC", AB Johnson seconded the motion, the motion passed unanimously.

11. Grant Writing:

Discussion on Grant Writing: Mike Thomas made a motion, "I make a motion for the payment to be 10% of what is brought in to be paid to the Grant writer", Craig Meyocks seconded the motion, the motion passed unanimously.

10. Request for Closed Session:

No request at this time

11. Chair Opens Discussion for Public Comments:

Amy Baldwin asked Steve Haluska why more money is needed for the SSD. Gary Jensen stated that there are main items the fire station needs and in order to be funded the dues had to be increased. The reserve study will help show where the SSD should be in line with the budget. Next year there shouldn't be a high increase.

12. Adjournment

Craig Meyocks made a motion, "I make a motion we adjourn", Michael Thomas seconded the motion, the motion passed unanimously.

Meeting Adjourned