

Dammeron Valley Fire SSD

Approved Minutes of Public Meeting Held April 12, 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

ACB Member at Large Mack Sorensen

Management Company represented by Amanda Lamb

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

1. Acceptance of Agenda

AB Johnson made a motion to accept the agenda as written, "I make a motion to accept the Agenda as written", Mike Thomas seconded the motion, the motion passed unanimously.

2. Approval of Minutes

AB Johnson stated corrections to be made. Craig Meyocks made a motion to approve the previous meeting minutes with corrections, "I make a motion to approve the March 8, 2016 Meeting Minutes with corrections, Mack Sorensen seconded the motion, the motion passed unanimously.

3. DVFSSD Monthly Bills/Financials

Mike Thomas, Clerk: Gave the financial report.

Bank Balance: As of the end of March 2016

Cache Valley Bank Checking Account: \$84,771.70

Cache Valley Bank Savings Account: \$2,814.33

US Bank Checking Account: \$5,705.61

Net Income: \$93,291.64

Total Income as of end of March: \$5,943.59

Total Income Year to date: \$102,606.93

Total Expenses as of the end of March: \$2,705.69

Total Expenses Year to date: \$25,054.28

Bills to be paid:

Reimbursement- Allison Stingley \$309.63, Color Land \$1,854.00, Color Land \$879.99, Life Assist \$111.24, Life Assist \$68.59, Republic Services \$42.04, Reimbursement-Carrie Crane \$8.00, JM Lawn Service \$775.00, Southwest Utah Health Department \$45.00.

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

Amanda Lamb stated that items ordered or purchased needs to be billed to Community Association Management (CAM) so the management office can make sure the bills are being paid on time.

Honoring a 10 Year Veteran of the Department

Craig Meyocks made a motion to present a \$100.00 gift card and plaque, "I make a motion to approve a \$100.00 gift card and plaque for Jim Peterson for the 10 years of service to the fire department", Mack Sorensen seconded the motion, the motion passed unanimously.

Mike Thomas stated it would be good to have a dollar figure on the plaque. Craig Meyocks made a motion to resend previous motion made and make a new motion including the plaque, "I make a motion to purchase a plaque up to \$100.00 and a gift card of \$100.00 for his 10 year service" Mike Thomas seconded the motion, the motion passed unanimously.

Closing out US Bank Account

Craig Meyocks stated we are waiting on the Verizon credit and once received the US Bank account can be closed. Craig Meyocks asked Chief Kevin Dye if the Verizon credit has been refunded. Chief Kevin Dye said that it should have been refunded by now. Chief Kevin Dye stated they will just credit the Verizon account. Once the US Bank account is closed the Chief and Captains would like to have credit card or debit card. Mike Thomas stated it would be better to keep track of the finances this way with a purchase limit. AB Johnson asked who would be the card holders. Chief Kevin Dye

stated it would be; Kevin Dye, Lance Cornwall, Allison Stingley, and Don Wallace. Craig Meyocks stated the SSD could get in some trouble if receipts and records are not kept carefully. The debit cards will need to be monitored closely. Mike Thomas stated it would be good to have a limit on the cards and also a monthly limit to be used. Chief Kevin Dye stated two cards could work if four can't be done. One credit/debit card for Allison Stingley for supplies and the other credit/debit card for Chief Kevin Dye; that he could give to the other Captains if needed. Craig Meyocks stated he doesn't have an issue with the credit cards but that it would be good to have a limit on the cards of maybe around \$500.00. Amanda Lamb recommended to not have credit cards or debit cards, it creates an issue on being able to monitor. Community Association Management (CAM) has made arrangements to be able to issue checks as needed when approved. This will limit the time gap of the reimbursements to those who purchase. If we have the amount approved prior; Community Association Management (CAM) can have the check cut and delivered before purchasing. Gary Jensen stated a comment; if credit cards are being used by the individuals and they are gaining interest on their credit card the SSD should be responsible to pay for those charges. Amanda Lamb asked if it would be better to have a check cut prior with the amount approved so interest charges aren't being applied when the Captain or Chief using their personal credit card. Amanda Lamb asked if a motion can be made to approve through email and then ratified at the next Board meeting. Craig Meyocks stated he would have to look in to that. All motions have to be made at a public meeting. Mack Sorensen asked can a credit card be issued with just Dammeron Valley Fire Special Service District and the Chief and Captains can use. Craig Moyock's stated the SSD does have a purchasing policy that the Chief can spend up to \$500.00 without approval and then \$1,000.00 with two verbal bids, anything above \$2,500.00 would require three written bids. Mike Thomas stated it may be good to research more on having a credit card not a debit card. Amanda Lamb will research getting a credit card with Cache Valley Bank. Craig Meyocks stated to table the discussion until next month so more research can be done.

4. Reserve Study

Amanda Lamb presented the preliminary report from ARC on the Reserve Study. The Board needs to review extensively. Any changes to be made or questions please email Amanda and she will get to ARC. Community Association Management (CAM) recommends the threshold funding method. Gary Jensen asked if a bid was obtained on the asphalt. Mack Sorensen stated that he was able to obtain a bid from Holbrook Asphalt in the amount of \$6,486.41 for slurry sealant. Crack seal is not included in the bid; 14,000 feet of cracks to be filled before the slurry sealant can be applied. Mack Sorensen and Chief Kevin Dye are working on getting more bids. County will be here twice to do the south side of the roads first and stock pile chips at the end of Meadow cul de sac.

NEW BUSINESS:

4. Fire Chief Report:

Chief Kevin Dye reported the SSD added a couple of Fire Fighters. They are coming to trainings and are on a trial period with not missing training for 90 days. The SSD added one EMT, lost one individual Jim Peterson who has been a volunteer for ten years. Craig Meyocks asked who the new individuals are; Adam Lacord and Chris Collier are the two new fire fighters. Mike Thomas is the new EMT. Six members have done their refresher course for Wild Land Fire. Four other fire fighters also participated in the training. Diamond Valley has three so a total with them and Dammeron Valley is eleven. March and April was all training on trucks to make sure they are fully equipped. The fire truck needs a few supplies to be fully in compliance. The Bureau came to make sure all the equipment is on board to be able to fight a fire or if an emergency call is called out. Had a couple of vehicles that had to use the extraction equipment. It has changed how to extricate; now you have to extricate from the back and cut forward. Had training on how this new process works. New cars are built five times stronger than they use to be. Mack Sorensen stated they had a long day of training and he and the SSD Board appreciates their time on learning this new training technique. Training is still every Thursday; Craig Meyocks stated in the near future it would be good to have another appreciation lunch. Gary Jensen stated haven't had a bad fire in about four years; but he wants all our volunteers to be fully equipped if needed. The list has been given to the SSD Board of what is needed to be fully equipped and the list is listed below:

a. 2016 Fire Season

- Wild Land Pants
- Wild Land Packs (6)
- Structure and Wild Land Gloves (6)

b. Brush Truck 13-3

- Lights on Driver and Passenger Alley Lights
- Reverse Lights

c. Engine 13

- Battery Tender
- Pressure Washer
- Bastard Files
- Headlamps with hard hat attachments (6)
- Reflective Triangles

Mack Sorensen made a motion, " I make a motion to approve to purchase the list given", Craig Meyocks seconded the motion, the motion passed unanimously.

6. Training and Grant Writing Update

Mike Thomas stated he is working on a \$15,000.00 grant that closes the 22nd of April. Another \$5,000.00 grant coming hopefully in June; Mike is working with Kevin on processing. Craig Meyocks asked is the radio equipment can be acquired through a grant and Mike Thomas stated yes the radios can be acquired through a grant. Mack Sorensen stated he will research the price on tires. Craig Meyocks asked if there are EMS training grants, Mike Thomas stated yes there are but they currently are not open. The Board thanked Amy Baldwin, Kevin Dye and Mike Thomas for their hard work on the grants.

7. Request for Closed Session:

No request at this time

8. Chair Opens Discussion for Public Comments:

Dwayne Mill gone for four months and is confused about the speeding on Homestead. The Board stated that the roads are not the DVLA or the SSD responsibility, it is the County. Mack Sorensen stated he talked to the County and there was a police officer in February that wrote about forty tickets. Gary Jensen stated to call the County to let them know of the concern. Discussion on cell towers, Gary Jensen stated the more that call the more helpful it is. Owner asked if you can have an open fire pit. Mack Sorensen stated you can get a fire permit. Kevin Dye stated there is a website you can visit to see if burn permits are available. Karen Sharkey stated they will be doing a valley wide project and if you would like to help contact Stan Everett. Karen Sharkey stated that she knows someone at Cliff Side Restaurant; to get a gift card. Gary Jensen stated that they decided to do a Visa card so he (Jim Peterson) can choose what he would like to do.

9. Adjournment

Mack Sorensen made a motion, "I make a motion we adjourn", Mike Thomas seconded the motion, the motion passed unanimously.

Meeting Adjourned