**Wasatch County Fire District**

**Board of Directors Meeting**

**October 10, 2017**

Meeting held at the Wasatch County Administration Building located at 25 N Main in Heber City.

Those in attendance:

Spencer Park

Mike Petersen

Steve Farrell

Greg McPhie

Kendall Crittenden

Danny Goode

Mark Nelson

Chief Ernie Giles

EMS Director Clair Provost

Fire Marshal Clint Neerings

Fire Warden Troy Morgan

BC Jason Provost

BC Ben Fitzgerald

EMS Director Clair Provost

Public

Items of business to address:

**Minutes**

The minutes of the Sept 12, 2017 board meeting were presented to the board for their review and approval. **A motion was made by Kendall Crittenden to approve the minutes of the September 12, 2017 board meeting. The motion was seconded by Mark Nelson. Danny Goode abstained from the motion because he was absent from the last meeting. The motion passed with a unanimous vote.**

**Warrants**

The warrants were presented to the board for their review and approval. The total listing of warrants was $137,005.04.

**A motion was made by Greg McPhie to approve the warrants as presented. The motion was seconded by Mark Nelson and the motion passed all in favor.**

**Chief Report**

Chief Giles stated that he appreciates the work that they advisory board has done and turned the time over to Merry Duggen for a report from the advisory board.

Merry Dugan stated that she had a few comments to make. She stated that they have been meeting about every two weeks. They are still trying to become educated on what the District does. One of the latest meetings was a presentation by Clair Provost from EMS and Mike Davis. They are struggling with what should be done with Fire and EMS. EMS needs some help. She stated that the structure is still under debate and they will be helped by the Needs Assessment. They have talked about an RFP for the Needs Assessment and they are asking for a tax increase for next year and also addressing the budget. She stated that she would like them to allow the advisory board to score the submittals for the RFP and bring them recommendations for the ranking. She stated that she does not see that they will be ready for the recommendation until next year when the budget is in place then it will take six months to complete. She asked the board members if there was anything they would like them to look into to let them know.

Greg McPhie stated that the ones in the trenches actually doing the work should also help with the recommendations.

Mark Nelson asked about the cost for the Needs Assessment and Strategic Plan.

Steve Farrell stated that both of these together and having them look at the Impact Fees as well will cost under $65,000.00.

Danny Goode asked about the cost for equipment and how long it can be used before it should be replaced.

Chief Giles replied that it depends on the type of equipment.

Danny Good stated that some of the equipment is used longer than it should be used.

Clair Provost stated that a cardiac monitor is $33,000.00 and has a recommended 7 year life. They currently have some that are 12 to 15 years old. They should be rotating these out but do not have the funds to do it.

Danny Goode stated that the public has the idea they can keep the tax rate down because they can use this equipment forever.

Steve Farrell stated that this is one of the things that the Needs Assessment will spell out.

Clair stated that these monitors are lifesaving pieces of equipment. They actually tell you how fast to compress and how deep you should push. The ones they previously had did not have this type of information available.

Mike Petersen addressed the timeline for the needs assessment. He stated that if it is out by the end of October and they have the submittals back by the end of the year they will be ready to sign the contract. They would then take about 6 months to complete it.

Merry Duggin addressed the budget and stated that she wants to make sure they meet all of the State deadlines. She stated that the amount the advisory board recommended was $750,000.00. The tentative budget showed that they need $920,000.00 to meet their needs. They did look at it and did not make recommendations. She stated that the top of her list was salaries and wages. They have proposed five new employees and EMS stated they also need five employees. Hopefully the board will take this into consideration. Wasatch County needs well trained full time employees.

Greg McPhie stated that tourism and recreational activities and events are an impact on EMS.

Merry Duggin stated that the $650,000.00 from the assessment is lost so the balance up to $930,000.00 is not much. She stated that she will be asking for more line items on the budget and would like to see line items broken down for volunteer and for sick leave, vacation etc. She would also like to see a merit system. There is a county code, and as an SSD she would like to see a more formal process. They advisory board is also talking to her about federal requirements.

Chief Giles stated that the board has each received a copy of the RFP draft. If they have any comments he asked that they get with him in the next few days. He stated that the advisory board members have made a few comments for the revision.

Steve Farrell asked how they would send it out.

Chief Giles stated that several of the advisory board members have been a part of this type of thing in the past and they have connections on how to send it. He stated that he also participated in the RFP that was done several years ago.

Chief Giles reported that he received a notice from Pierce Ladder. The new apparatus will be completed on the 13th of November and he will pick it up and have it here by Thanksgiving. It is in Appleton, WI and it looks pretty sharp right now. The current ladder is 75 feet and this new one is 105 feet. He stated that it will cost about $100,000.00 to equip. It comes with ladders and poles. The other equipment will need to be purchased. Air packs are $10,000.00 each and they will need six to equip it.

**Property Tax Increase Discussion Items**

1. Intent to Increase Property Taxes

Chief Giles stated that in the last meeting he addressed his intent to increase taxes and they also addressed the requirements to do this as well as the timeline for the requirements. He put the requirements from the State to show the council, as well as the public on the overhead for this discussion to show where he was getting this information from. He would also like to state in this meeting their intent to increase property taxes.

3. Purpose of Increase

Chief Giles stated that he has worked with the District CPA on the budget. He stated that the $640,000.00 for the assessment has ended. He stated that the assessment paid 66% of the wages for the full time firefighters. This amount will now be in the general fund. This is the same for payroll related expenses.

Chief Giles stated that in the past they have budgeted for $300,000.00 each year towards apparatus replacement. This was kept in an account. This amount is not enough to keep up with the needs. This is why he is proposing an increase. He stated that the Jordanelle pumper has been out of service for 5 months. If one breaks down there is not a lot for backup. The Needs Assessment is in the budget for 2018. In 2019 the amount for that will be put into the fund for apparatus replacement.

Chief Giles stated that the purpose of this increase is to hire new employees, make up for the current deficit and replace the revenue loss.

2. Dollar Amount of Increase

Kendall Crittenden stated that the dollar amount to increase was approved last week not to exceed $920,000.00.

4. Approximate Percentage of Increase

The increase in taxes would be approximately 48.2%.

**Set the Date, Time and Location for the Truth in Taxation Hearing**

Chief Giles stated that he would like to hold this meeting on Tuesday December 12, 2017 at 6:00 pm. They will also hold the public budget hearing this night.

Greg McPhie stated that they have typically done this on the same night and if there are no issues they will pass it that night or hold it over to the next council meeting.

**A motion was made by Greg McPhie setting the intent to increase the budget amount to $920,000.00, an approximate increase of 48.2%, and to set Tuesday December 12, 2017 as the date to hold the Truth in Taxation Hearing and the Budget Hearing at 6:00 pm. The motion was seconded by Danny Goode and the motion passed all in favor.**

**Fire Warden Report**

Greg McPhie asked if they were past the fire season.

Troy Morgan stated that they are pretty much past the time for wildland fires.

**Closed Session to Discuss Pending Litigation**

**A motion was made by Greg McPhie to move into closed session.**

**A motion was made by Danny Goode to move out of closed session. The motion was seconded by Greg McPhie.**

**A motion was made by Greg McPhie to adjourn the meeting. The motion was seconded by Danny Goode and the motion passed all in favor.**