

DRAFT MINUTES OF MEETING
DAMMERON VALLEY FIRE SPECIAL SERVICE DISTRICT BOARD
7:00 p.m. Wednesday, September 9, 2020
Dammeron Valley Fire Station
Accommodations made Via Zoom

Board Members:
Chair: Vacant
Vice-Chair: Mack Sorensen
Treasurer: Vacant
Clerk: Ryan Andersen
Member at Large: Rick Johnson

CALL TO ORDER AND ROLL CALL conducted by Mack Sorensen, Vice Chairman. Other Board members present were Rick Johnson and Ryan Anderson.

APPROVAL OF AGENDA - Ryan Anderson made a motion to approve the agenda as presented. Rick Johnson seconded the motion and all were in favor. The motion passed unanimously.

APPROVAL OF AUGUST 12, 2020 MINUTES - Ryan Anderson made a motion to accept the minutes as presented. Rick Johnson seconded the motion and all were in favor. The motion passed unanimously.

CONSENT EXPENDITURE AGENDA - Presented by Ryan Anderson.

Name	Vendor	Date	Description	Code	Amount
Visa Card Statements			Closing Date		
	Interest & Fees				
Management & Utilities					
	Community Assn Mngmt	8/1/2020	Monthly Management	4104	\$ 700.00
	Community Assn Mngmt	8/1/2020	Printing & Reproduction	4163	\$ 5.49
	Community Assn Mngmt	8/1/2020	Postage & Delivery	4308	\$ 34.60
	Wex Diesel	8/31/2020	Vehicle Fuel	4302	\$ 392.24
	Verizon Cellular Phones	9/5/2020	5 lines: 3 people, 2 devices	4402	\$ 143.02
	Dominion Energy	8/26/2020	Natural Gas	4410	\$ 0.50
	Republic Waste	7/31/2020	Trash cans	4410	\$ 11.27
	Rocky Mountain Power	8/28/2020	Electricity	4410	\$ 240.22
	Medical Director- Dr. Brad Crosby	9/10/2020	Monthly Compensation	4405	\$ 500.00
	EMS Trainer - Maggie Avarett	9/10/2020	Monthly Compensation (X2)	4404	\$ 400.00
	Cleaning - Virginia Olofson	8//28/2020	Janitorial Services	4312	\$ 181.25
Other Invoices					
	Visa Gift Card	9/4/2020	To Mike & Christina from the SSD	4408	\$ 100.00
	Kyle Davis	8/25/2020	Exit Fire MOU Payment	4408	\$ 162.50
	Don Wallace	8/25/2020	Exit Fire MOU Payment	4408	\$ 162.50
	Kyle Davis	8/23/2020	Reimbursement/Costco	4156	\$ 206.62
	LifeMed Safety	8/17/2020	Repair	4317	\$ 152.21
	Uniform Center	8/3/2020	Uniforms	4158	\$ 132.45

	Utah Local Trust	8/12/2020	Workers Comp Insurance	4135	\$ 475.00
	Christina DuBois	8/13/2020	Fire Extinguishers	4304	\$ 331.08
	Christina DuBois	8/13/2020	EMT Certification	4404	\$ 1,750.00
	Mike DuBois	8/11/2020	Fire Chief Hat	4158	\$ 152.01
	Uniform Center	8/20/2020	Footwear	4158	\$ 149.99
	PDMS	8/5/2020	Rescue 13-1 Service and Inspection	4314	\$ 292.00
	PDMS	8/5/2020	Lighting Replacement/Equip. Repair	4314	\$ 700.00
	Mike DuBois	8/7/2020	Car Wash Rescue 13	4314	\$ 42.70
	Mike DuBois	8/7/2020	Ball Cap Embroidery	4158	\$ 73.04
	Christina DuBois	8/7/2020	Postage to Mail DNR tickets	4308	\$ 1.20
	8 MOU Payouts	8/25/2020	MOU Payouts	4408	\$ 4,825.00
	Curt Shelley	9/3/2020	Starbucks	4310	\$ 100.00
	Curt Shelley	9/3/2020	Badge and Wallet	4158	\$ 237.95
	Christina DuBois	9/2/2020	GPS Units	4314	\$ 469.66
	Chef Hog	9/2/2020	250 meals	4156	\$ 1,750.00
	Christina DuBois	9/2/2020	Zoll Monitor Repair	4317	\$ 92.60
	Mack Sorensen	8/3/2020	Costco/Spanish Trail	4156	\$ 44.89
	Mike DuBois	8/12/2020	Ace - Fire Station Supplies	4156	\$ 9.06
TOTAL	Reference only. Not meant to match any other Statement.				\$ 15,021.05

Rick Johnson made a motion to approve expenditures as presented. Ryan Anderson seconded the motion and all were in favor. The motion passed unanimously.

CONSENT EXPENDITURE AGENDA - Mack Sorensen thanked Christina and Mike DuBois for their service to the community. He expressed his appreciation their major contribution to the community as well as the fire fighters for all of the work they have done. Mack Sorensen announced and introduced the newly contracted Fire Chief, Chet Barnes. Chet Barnes thanked the Board as well as the community for welcoming him and providing the opportunity. He explained that he is currently auditing resources and prioritizing. He intends to have more of an operational plan moving forward. He thanked Christina DuBois for all she has done leading up to his arrival. Mack Sorensen explained the process behind selecting Chief Barnes in which five people were interviewed and Chief Barnes was overwhelmingly selected. The contract has been approved and signed. Rick Johnson explained further the lengthy procurement process prior to interviewing in which the procurement committee vetted 38 applicants. He thanked Chief Barnes as well as those that worked on the search committee. Mack Sorensen added that the County Commissioners were also involved and were approving of the process.

APPROVAL OF CONTRACT: PAID FIRE CHIEF – This item was conducted previously during a closed meeting.

PARK REPORT – Mack Sorensen explained the SSD is saving approximately \$6,000.00 by canceling the maintenance contract and utilizing volunteers.

APPROVAL OF GRANT CONTRACT(S) – The DNR wildland grant will be put on hold for now. **Ryan Anderson made a motion to approve the COVID PPE grant as presented. Rick Johnson seconded the motion and all were in favor. The motion passed unanimously.**

DAMMERON VALLEY SERVICE ORGANIZATION TO BE RUN BY THE SSD BOARD - Ryan Anderson made a motion to amend the agenda to include this topic. Rick Johnson seconded the motion and all were in favor. The motion passed unanimously. Ryan Anderson explained his inspiration to set up a community center group to serve the community and those in need. He felt there are so many talented and able people in the community that it would be a good way to come together again. He wants to create a Facebook page to inform and communicate with the public including those in need as well as those who wish to volunteer. Sherry Mandel expressed concern about the use of Facebook. Ryan Anderson stated he is open to multiple methods of communication. Joyce Gaufin expressed caution in regards to confidentiality. Ryan Anderson assured her it would be handled properly.

FIRE DEPARTMENT REPORT – Removed from Agenda.

FINANCIAL REPORT – presented by McKenzie Johnson, Community Association Management.

Operating: \$137,546.75

Reserves: \$93,178.35

While there are some individual line items over budget, the general fund to date is approximately \$10,751.54 under budget. There is a total of \$6,646.50 in unpaid SSD fees that were sent to the County to be applied to property taxes, including roughly \$3,300.00 in late and service fees. **Rick Johnson made a motion to accept the financial report as presented. Ryan Anderson seconded the motion and all were in favor. The motion passed unanimously.**

CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA – Mack Sorensen recognized Dave Arenaz, who was the driving force behind obtaining a paid fire chief. He was patient and instrumental. His experience with Dave has been nothing but positive and he has greatly helped in the last few months. Sherry Mandel thanked Chet Barnes and Curt Shelley. She asked if there is going to be a list of volunteers on the website and what their certifications are. Chet Barnes explained that the roster is still being developed at this time. Sherry Mandel requested a list of how many department members there are and their certifications. Mack Sorensen stated that the certifications will not be published on the website until a legal opinion is obtained. Karen Sharky suggested that those who are capable of cleaning up their lots, on day every other month, volunteers could take trucks and pick everything up. Sherry Mandel added that the waste management can be scheduled to pick-up large items at no extra charge. Sherry Mandel inquired about the two vacant seats on the Board. Mack Sorensen explained that the County put out a notice to receive candidate applications. The appointment process takes about six weeks through the County.

FUTURE AGENDA ITEMS – N/A

ADJOURNMENT - Rick Johnson made a motion to accept the financial report as presented. Ryan Anderson seconded the motion and all were in favor. The motion passed unanimously.