



**PUBLIC NOTICE** is hereby given pursuant to Utah Code §52-4-202, that the Administrative Control Board (the “Board”) of the North Summit Fire District (the “District”) will hold a special work session and meeting on **Thursday, July 14, 2022**, beginning at **6:00PM** at The Summit County Courthouse, Executive Conference Room (2<sup>nd</sup> Floor), 60 N. Main St., Coalville, UT 84017

Zoom <https://us02web.zoom.us/j/82555909958>

or

To listen by phone only: Dial 346-248-7799 Webinar ID: 825 5590 9958

Members of the Board, presenters, and members of public, may attend by electronic means, using Zoom (phone or video). Such members may fully participate in the proceedings as if physically present. The anchor location for purposes of the electronic meeting is the same as listed above.

## **AGENDA**

- 1. Call meeting to order**
- 2. Roll call**
- 3. Pledge of Allegiance**
- 4. Closed session in compliance with Utah Code §52-4-205(1) as needed, to discuss:**
  - a. Purchase, exchange, or lease of real property
  - b. Pending or reasonably imminent litigation
  - c. Personnel – to discuss the character, competence, or physical or mental health of an individual
- 5. Reconvene in Open Meeting**
- 6. Work Session**
  - a. Finance Committee Report.

## **NOTICE OF SPECIAL ACCOMODATION DURING PUBLIC MEETINGS**

Individuals with questions, comments, or needing special accommodations pursuant to the Americans with Disabilities Act regarding this meeting may contact Tyler Rowser at (435) 901-0102

- i. Chief's vision. Report of the fire chief's vision of the structure and operation of North Summit Fire Department in the immediate, near, and longer terms. (Ben Nielson)
  - ii. Financials current and vision. Finance Committee's report concerning current financial status of North Summit Fire and forecast of financial needs that correlate with Chief Nielson's vision for the District. (Mike Novak)
  - iii. Truth in taxation discussion. Review of a brief history of the past and current tax rates and revenues of the District and discussion of tax revenues necessary to support the fire chief's vision of the current, near, and long term future needs of NSFD. (Matt Leavitt)
- b. Personnel Policies Committee Report. (Louise Willoughby)
- c. Capital Committee Report. Update the status of the work of the Capital Committee. (Ari Iaconides)
- d. Chief's Report. Discussion of current operational status. (Ben Nielson)
- e. Treasurer's Report. Discussion concerning audit finding of unused capital allocation. (Mike Novak)

## **7. Consideration of Approval**

- a. Truth in Taxation (TNT). Consideration and possible approval of Truth In Taxation report out to the Summit County Council and scheduling presentations to North Summit County residents.
- b. Discussion and approval of surplus property.
- c. Review and possible approval of Accounts Payable.

## **8. Approval of Minutes.**

- a. February 4, 2022, March 23, 2022, April 6, 2022, and June 2, 2022

## **9. Board Comments.**

## **10. Adjourn.**

# History & Future of EMS is in Summit County & NSFD

In introducing the history of EMS in Summit County, one needs to also understand the nuance with the Fire Districts in Summit County. There are technically four different Fire Districts here in Summit County and they are not all the same. (*No specific order applies*) The **First**; is the Summit County Wildland Service Area – Bear River Wildland Fire Department (Manorlands & Uintahlands), which has been explained to me that it is supposed to cover all the unincorporated areas of the County. However, it is not a functioning Fire District with no employee's and limited apparatus. (Find attached document). **Second**, PCFD is what is referred to as a 'Dependent District.' This just means that it is dependent on Summit County being their overall body of governance, with a Control Board that they report to directly. **Third**, is our own (NSFD) North Summit Fire District, which is also a 'Dependent District' with a control board. Finally, the **fourth** is (SSFD) South Summit Fire District, which is an 'Independent District,' meaning that they do not have Summit County as their Governing Body. Also, their control board is made up of 'At Large' Elected officials, not appointed

For years now Summit County has held the ambulance transportation licensure for the State of Utah in Summit County. Years ago, the County had decided to have (PCFD) Park City Fire Department manage the County EMS program. This is called 'Summit County EMS.' These employee's that run as EMT's are employees of Summit County EMS, but managed by PCFD, not PCFD employees. (There is some slight nuance with me saying that, as there are always some exceptions to the rule)

I believe it was in the May County Council Meeting, it was announced by Chief Zanetti of PCFD that they wanted to remove themselves from being the management of Summit County EMS. (Attached is his presentation) In summary, PCFD presented that they were taking a significant loss on the EMS. I think also with all the changes in North Summit Fire, they now have confidence that we could take on such a responsibility. If and/or when this transition occurs, I have received a promise that PCFD will not leave anyone hanging out to dry. Meaning that they will still come assist when called. They have an amazing tradition of helping others and I am confident this will be the assistance that is needed to make everything workout. So, with that picture being painted, we will need to create an EMS system of our own to be ready in case the County Council makes their decision of what they would like to do.

The first step that is needed is to upgrade our level of service from an EMR to an 'AEMT non-transport designation.' (I wanted to initially see if we could get a 'transport licensure,' so we could be ready at a moment's notice, but if the County holds the licensure we cannot) However, we have made substantial progress toward upgrading our designation so, we can have AEMT's that are staffing our Fire Engines in the future. This will help significantly with response times. We could have a centrally located ambulances, but also have at each station AEMT's that could respond to an emergency and initiate care. The final word is that we could have our engines with AEMT's by potentially September.

Regarding the transport licensure the biggest challenge is going to be at least matching the previous level of service or doing better with our added resources and department members. This means that we will need to combine EMS and Fire at all levels (Common practice in the Western United

States). The difficulty with running a Fire/EMS combination department is not easy to do without consistent leadership. The staffing levels are going to need to go up to accommodate 2 FF/AEMT's on an ambulance and to still provide fire protection with 2 FF/AEMT's with a Captain on a fire engine. The benefit with having a minimum qualification for all staff members is that they can 'jump staff' all apparatus and be used for any type of emergency, an 'All Hazard's' response. The consistent leadership is going to be key, however, for staffing levels at all stations. These Captain's will be relied upon heavily. They are what we consider 'middle management' in the Fire Service. They will be managing all emergencies during their shift work, but also creating and improving systems and processes.

Currently I have gathered all the wage and benefit information from Davis, Weber, Wasatch, and Summit Counties to be able to provide you with a recommendation of wages and benefits for these potential future employees. This would mean that we also are going to need to go away from a stipend and have an hourly wage for our employees. Overall, Mike and I, both believe this will save some money because we no longer must compete with other volunteer departments. It is also a tradeoff; people could be full-time benefited employees and/or work more hours as a part-time employee.

There is also more that adds to the vision of the fire district, besides the EMS component. I wanted to share the new construction growth that has already begun. We are seeing that most of the building is around Wanship and Hoytsville areas, with some happening around the out skirts of Henefer. (I based the following projections on the 2018 consensus which is approximately, three persons per household) To name a few projects, there is the **Cedar Crest** development of approx. 5,000 homes projected to be built. (15,000 population growth) Also, the **Red Hills** development of approx. 350 homes (1,050 Population growth), Blue Sky – The Farm's 64 homes (192 Population growth), Wohali development of approx. 428 homes (1,024 population growth), Coalville – Chalk Creek Estates: Phase 4 approx. 40 homes (120 population growth), not to mention many other smaller developments coming in around West Hoytsville Road. Henefer still has a moratorium on building within the city. On the extremely conservative end we are looking at around 20,000 additional people moving into our district in those areas between 1 -10 years. Building is starting to kick off now and will only get busier. This means that we have the obligation to perform Fire Marshall activities such as, plan reviews & inspections.

This document is intended to be in support of the Excel Spreadsheets you have received. I know there will be questions regarding a lot of this, but Mike will have his presentation during the meeting to explain a lot about the direction of the finances. We will give him time and he will clarify a lot of this. As always, reach out to me if you have any further questions.

## CHAPTER 36

# SUMMIT COUNTY WILDLAND FIRE SERVICE AREA

### SECTION:

#### 2-36-1: Purpose

#### 2-36-2: Definitions

#### 2-36-3: Governing Board

#### 2-36-4: Powers And Duties

#### 2-36-5: General Manager

#### 2-36-6: Operation

#### 2-36-7: Indemnification

#### 2-36-8: Insurance

#### 2-36-9: Establishment Of Bear River Wildland Fire Department (Manorlands And Uintalands)

#### 2-36-1: PURPOSE:

To provide for the public health, safety, and general welfare of the residents living within the jurisdictional boundaries of the Summit County wildland fire service area, the service area is authorized to provide fire suppression services through facilities or systems acquired or constructed for that purpose through construction, purchase, lease, contract, gift or condemnation or any combination thereof. (Ord. 749-A, 12-15-2010)

#### 2-36-2: DEFINITIONS:

COUNTY: Summit County, Utah.

COUNTY COUNCIL: The Summit County council who exercises legislative authority in the county.

COUNTY MANAGER: The chief executive of Summit County and the manager of the Summit County wildland fire service area.

GOVERNING BOARD: The Summit County council, otherwise referred to as the "county council".

SERVICE AREA: The Summit County wildland fire service area. (Ord. 749-A, 12-15-2010)

#### 2-36-3: GOVERNING BOARD:

As provided pursuant to Utah Code Annotated sections 17B-1-101 et seq. (including the power to levy a property tax under 17B-1-1002(1)(i)(ii)), 17B-2a-902, 17B-2a-903, 17B-2a-904, 17B-2a-905, and 17B-2a-907, subject, however, to certain exceptions set forth within the service area act, section 17B-2a-901 et seq., the service area is hereby governed by the county council and is considered the governing board of the service area. (Ord. 749-A, 12-15-2010)

#### 2-36-4: POWERS AND DUTIES:

The governing board of the service area hereby has all rights, powers, authority and duties and to exercise all or any of the powers provided for in Utah Code Annotated sections 17B-1-101 et seq. (including the power to levy a property tax under 17B-1-1002(1)(i)(ii)), 17B-2a-902, 17B-2a-903, 17B-

2a-904, 17B-2a-905, and 17B-2a-907. In addition, the governing board shall have the following authority and duties:

A. The board shall conduct its business according to bylaws, which it shall adopt, with the board meeting as needed to act on the business of the district. The bylaws may be amended from time to time by a majority vote of the board.

B. The board shall appoint a general manager for the district, who shall have the duties described in section 2-36-5 of this chapter.

C. The board, with the guidance of the general manager, shall adopt policies, procedures, and regulations for the district.

D. Meetings shall comply with all requirements of state law, to include the Utah open and public meetings act. (Ord. 749-A, 12-15-2010)

### **2-36-5: GENERAL MANAGER:**

The governing board hereby delegates the following powers, authorities and duties to the county manager to act as the general manager of the service area, who shall oversee the service area:

A. To govern the day to day operations of the service area;

B. To prepare, in cooperation with the governing board, an annual budget for the service area, which will conform to Utah Code Annotated section 17B-1-601 et seq., "fiscal procedures for local district" and recommend the budget so prepared to the county council. The budget shall demonstrate all proposed expenditures and the fees to be established and collected as revenue to the district's budget;

C. To provide a recommendation to the board as to the operation of the service area, including policies, procedures, and regulations for the district;

D. To provide a recommendation to the governing board as to the establishment and collection of the fees and charges. (Ord. 749-A, 12-15-2010)

### **2-36-6: OPERATION:**

The service area may utilize the services of the county treasurer and auditor to assist in financial matters. All collections, investments, disbursements, procurement, and other financial transactions will be managed by the county treasurer, who is delegated the role of service area treasurer. The service area may utilize the services of the county attorney on a contract basis. The governing board delegates the recording and safeguarding of all minutes of meetings of the board to the county clerk of Summit County, who shall act as secretary of the service area. (Ord. 749-A, 12-15-2010)

### **2-36-7: INDEMNIFICATION:**

The service area shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil or criminal, administrative or investigative, by reason of the fact that he or she is or was the general manager, a director, officer, employee, or agent of the district. The indemnification shall be for all expenses (including attorney fees), judgments, fines, and amount paid in settlement, actually and reasonably incurred by him or her in connection with the action, suit, or proceeding, including any appeal of the action, suit or proceeding, if he or she acted in good faith or in a manner he or she reasonably believed to be in or not opposed to the best interests of the service area, and with respect to any criminal action or proceeding, if he or she had no reasonable cause to believe the conduct was unlawful.

Determination of any action, suit, or proceeding by judgment, order, settlement, conviction or on a plea of nolo contendere or its equivalent, shall not, of itself, create a presumption that the party did not

meet the applicable standard of conduct. Indemnification under this section may be paid by the service area in advance of the final disposition of any action, suit, or proceeding, on a preliminary determination that the director, officer, employee, or agent met the applicable standard of conduct and on receipt of an undertaking by or on behalf of the general manager, director, officer, employee, or agent to repay the amount, unless it is ultimately determined that he or she is not entitled to be indemnified by the district as authorized in this section.

The service area shall also indemnify any director, officer, employee, or agent who has been successful on the merits or otherwise, in defense of any action, suit, or proceeding, or in defense of any claim, issue, or matter in the action, suit, or proceeding, against all expenses, including attorney fees, actually and reasonably incurred, without the necessity of an independent determination that the general manager, a director, officer, employee, or agent met any appropriate standard of conduct.

The indemnification provided for in this section shall continue as to any person who has ceased to be the general manager, a director, officer, employee, or agent, and shall inure to the benefit of the heirs, executors, and administrators of that person. (Ord. 749-A, 12-15-2010)

#### **2-36-8: INSURANCE:**

The service area shall have power to purchase and maintain insurance on behalf of any person who is the general manager, a director, officer, employee, or agent of the district against any liability asserted against him or her and incurred by him or her in any such capacity, or arising out of his or her status as such, whether or not the service area would have authority to indemnify him or her against the liability under the provisions of this section, or under law. (Ord. 749-A, 12-15-2010)

#### **2-36-9: ESTABLISHMENT OF BEAR RIVER WILDLAND FIRE DEPARTMENT (MANORLANDS AND UINTALANDS):**

A. Creation: The Summit County wildland fire service area hereby creates the Bear River wildland fire department to service residents in Manorlands and Uintalands who require more specific fire prevention and protection services.

B. Organization: The department shall consist of a fire chief and up to fifteen (15) firefighters. The Summit County district fire warden shall serve as the fire chief.

C. Mission: The mission of the department shall be to suppress wildland fires. As such, the department shall only maintain those existing pieces of fire apparatus which have been previously placed in the Manorlands and Uintalands areas by the Summit County wildland fire service area. The department shall not maintain or operate privately owned fire apparatus which is not the property of the department, the service area, or Summit County.

##### **D. Duties Of The Fire Chief:**

1. The fire chief shall be the administrative head of the department and in that capacity shall have complete responsibility and control of firefighters, department equipment and vehicles, and the fire station.

2. The fire chief shall exercise all disciplinary authority over all department employees.

3. The fire chief shall develop and implement standard operating procedures (SOP) for the department. Such SOPs shall meet all pertinent Utah-OSHA standards which pertain to the fulfillment of the limited mission of the department.

4. The fire chief shall make an annual presentation to the county council of its goals, budget, and activities.

E. Hiring Of Department Firefighters And Staff: All employees of the department shall be hired and compensated in accordance with the hiring policy and compensation practices of Summit County. No

person shall be given preferential treatment or less than equal treatment on account of that person's sex.

F. Relief Association: The department may establish and maintain a relief association in conformance with Utah state law.

G. Training: Each firefighter shall be required to comply with all NWCG and NFPA training standards. (Ord. 749-A, 12-15-2010)



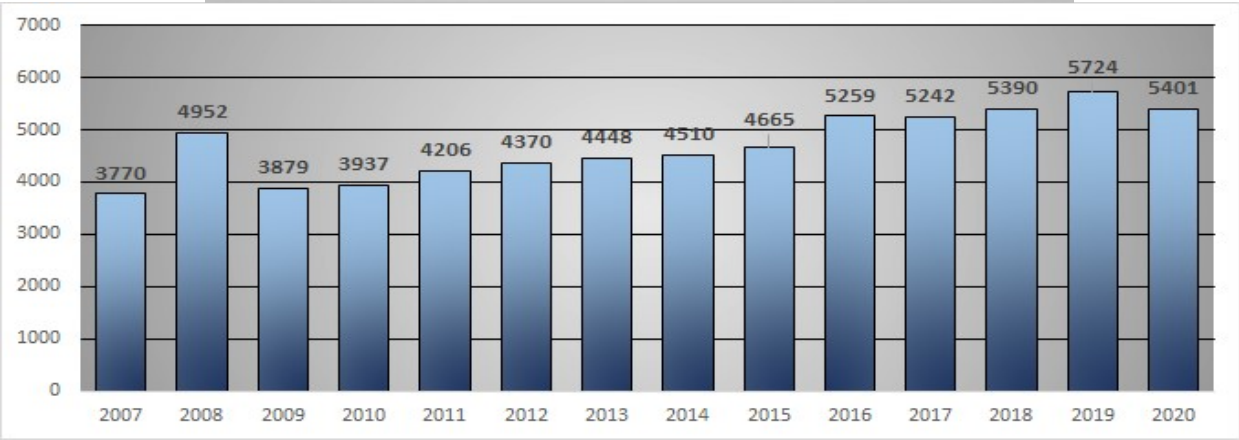
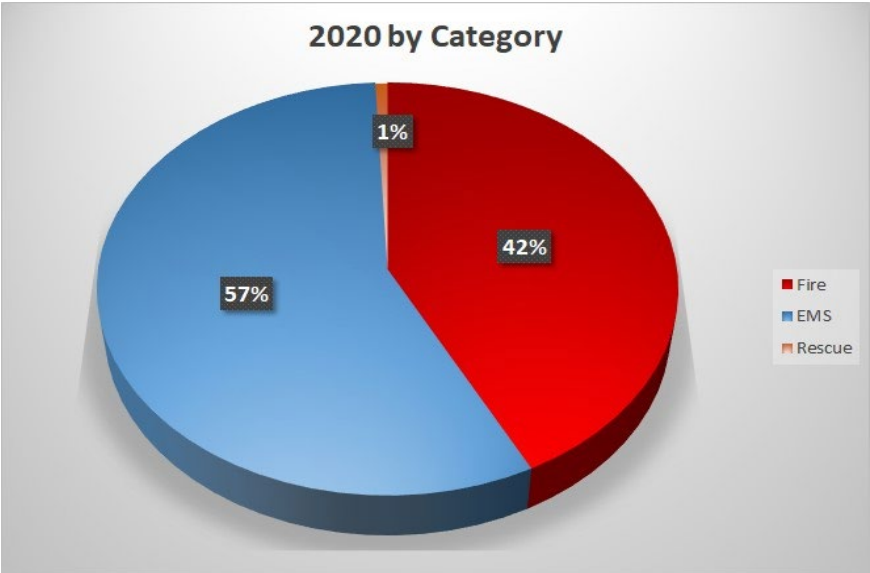


# PARK CITY FIRE DISTRICT

Chief Bob Zanetti

Chief Financial Officer Del Barney





10 Year Projections

										Debt Service			Debt Service	Debt Service	
										Rate			Payments	Balance	
		Property Tax	Revenues	Expenses	Gain/Loss	Capital	Gain/Loss After Capital	Reserves	Fund Balances	WFB	ZFNB	BAB			
	2006	8,158,808	11,680,369	9,278,100	2,402,269	1,756,349	645,920	4,250,619	12,687,302	4.44			608,269	7,119,478	
	2007	8,989,545	13,925,443	9,984,529	3,940,914	4,405,082	(464,168)	2,838,046	12,223,134	4.44			612,846	6,827,381	
	2008	10,704,150	13,856,900	10,439,802	3,417,098	2,989,974	427,124	1,014,947	12,650,258	4.44			575,362	6,564,000	
	2009	10,840,891	13,755,373	11,157,768	2,597,605	1,301,388	1,296,217	1,759,353	13,946,475	4.44			490,782	6,368,000	
TNT	2010	12,336,588	18,676,194	11,148,883	7,527,311	1,789,343	5,737,968	2,628,061	19,684,443	4.44		4.5/2.925	488,539	9,964,000	#33 & Logist
	2011	13,828,617	16,599,634	11,608,769	4,990,865	3,330,033	1,660,832	6,638,261	21,345,275	4.44		4.5/2.925	744,857	9,630,000	
	2012	12,015,400	14,603,703	11,673,037	2,930,666	123,829	2,806,837	11,127,160	24,152,112	4.44		4.5/2.925	781,579	9,280,000	
	2013	11,120,538	14,021,363	12,686,693	1,334,670	557,420	777,250	12,994,625	24,929,362	4.44		4.5/2.925	1,044,963	8,651,000	
	2014	11,389,530	14,683,363	12,889,506	1,793,857	342,892	1,450,965	14,402,035	26,380,327	2.71		4.5/2.925	723,707	8,359,197	WFB Loan R
	2015	11,147,318	14,499,151	13,375,096	1,124,055	915,698	208,357	13,923,042	26,588,684	2.71		4.5/2.925	908,497	7,725,200	at a l
	2016	11,685,499	16,370,134	14,143,810	2,226,324	1,984,699	241,625	13,563,316	26,830,308	2.71	1.33		895,307	8,232,757	Added Fleet
	2017	11,677,775	15,328,532	14,923,077	405,455	3,069,338	(2,663,883)	12,020,276	24,166,425	2.71	1.33		1,182,110	7,224,502	
	2018	12,192,073	16,471,793	14,766,479	1,705,314	1,685,192	20,122	11,312,066	24,186,547	2.71	1.35		1,187,079	6,193,052	
	2019	12,433,303	16,895,329	14,904,180	1,991,149	1,205,605	785,544	11,627,616	24,972,091	2.71	1.38		1,185,829	5,139,019	
	2020	12,996,793	16,931,112	15,332,226	1,598,886	889,955	708,931	11,753,178	25,681,021	2.71	1.39		1,189,820	4,059,008	
	2021	12,500,000	16,583,000	15,514,616	1,068,384	1,056,000	12,384	13,500,000	25,693,406	2.71	1.54		1,192,606	2,953,596	Fleet Bldg P
	2022	12,768,000	17,394,546	15,733,313	1,661,233	4,698,000	(3,036,767)	10,000,000	22,667,048	2.71	1.70		907,459	2,109,372	
	2023	12,800,000	16,841,000	16,085,294	755,706	725,000	30,706	10,000,000	22,581,096	2.71	1.85		910,175	1,241,897	
	2024	12,950,000	17,039,000	16,242,344	796,656	1,250,000	(453,344)	9,750,000	22,034,477	2.71	2.00		703,821	560,000	WFB Loan P
	2025	13,075,000	17,160,500	16,198,811	961,689	700,000	261,689	9,830,000	22,186,737		2.13		287,356	285,000	
	2026	13,200,000	17,318,000	16,585,513	732,487	1,225,000	(492,513)	9,900,000	21,609,149		2.28		291,498	0	ZFNB Bond I
	2027	13,325,000	17,415,500	16,685,908	729,592	675,000	54,592	9,985,000	21,528,579				0		
	2028	13,465,000	17,568,000	17,088,323	479,677	1,175,000	(695,323)	9,500,000	20,713,623				0		
	2029	13,600,000	17,725,000	17,597,993	127,007	700,000	(572,993)	9,600,000	20,127,206				0		
	2030	13,740,000	17,870,000	17,918,696	(48,696)	1,175,000	(1,223,696)	9,000,000	18,972,042						
			In 2004 the original WFB Capital Lease was entered in to for 25 years at 4.44% for 4 fire stations, the training facility, and the administration building.												
			In 2010 the Build America Bond was received for 20 years at 4.5% with a 35% interest rebate from the IRS, if applied for, putting the rate at 2.925 for #33 and the Logistics Building.												
			In 2014 the WFB Loan was refinanced for 10 years for 2.71%.												
			In 2016 Zions Bank Public Finance paid off the 2010 Build America Bond and refinanced it for 10 years starting at 1.33% adding the Fleet Services Building for 5 years.												



Revenues:

						Amended	Final
	Actual	Year-to	Projected	Budget	Budget		Budget
	2019	2020	Date	2021	2021	2021	2022
			2021				
Property taxes	12,433,303	12,996,793	1,695,763	12,318,000	12,318,000	12,318,000	13,018,000
Fee-in-lieu	289,613	260,256	250,295	300,000	300,000	300,000	300,000
Interest income	569,273	257,304	86,668	105,000	373,100	373,100	130,600
Misc. income	89,852	125,003	30,157	20,500	20,500	20,500	5,500
Grants and Donations	42,303	78,747	195,664	200,000	52,500	52,500	55,000
Bond proceeds	0	0	0	0	0	0	0
Fees and permits:							
Ambulance revenue	2,777,000	2,816,815	2,084,507	2,813,696	2,813,696	2,813,696	3,274,256
Impact Fees	320,687	253,188	568,722	575,000	250,000	250,000	525,000
Other fees and permits	373,299	143,006	824,160	750,000	326,000	326,000	360,750
Total revenues	16,895,330	16,931,110	5,735,935	17,082,196	16,453,796	16,453,796	17,669,106





	Actual	Actual	Year-to Date	Projected	Budget	Amended	Final
Expenditures:	2019	2020	2021	2021	2021	Budget	Budget
						2021	2022
Current:							
Salaries and wages	8,111,211	8,477,120	6,965,186	8,761,897	9,761,058	9,761,058	9,887,432
Fringe benefits	3,618,729	3,829,455	3,228,690	3,967,750	4,338,789	4,338,789	4,677,458
Total wages and fringe benefits	11,729,940	12,306,575	10,193,876	12,729,647	14,099,848	14,099,848	14,564,890
Operations:							
Station expenditures	534,249	415,081	415,374	425,458	809,574	809,574	885,141
Ambulance operational expenditures	641,193	704,251	574,619	685,000	686,613	686,613	849,729
Apparatus maintenance	148,821	198,162	139,580	203,116	245,950	245,950	316,450
Fire, spec. ops. And communication equip.	86,610	32,371	34,119	88,775	106,465	106,465	151,240
Fuel	116,823	86,287	107,517	114,292	119,250	119,250	138,000
Uniforms and safety gear	80,855	90,868	49,494	42,022	130,000	130,000	128,000
Travel, training and tuitions	87,263	67,861	69,798	89,445	182,000	182,000	146,500
Other operations	2,550	1,045	2,535	2,615	5,850	5,850	4,350
Total operations	1,698,364	1,595,925	1,393,037	1,650,723	2,285,702	2,285,702	2,619,410
General and administrative:							
General liability insurance	83,028	84,269	90,397	86,375	110,000	110,000	115,000
Professional and consulting services	22,629	12,172	13,851	23,195	25,000	25,000	25,000
Audit and accounting services	14,800	15,100	15,400	16,000	17,000	17,000	17,500
Legal services	40,763	40,340	0	41,349	50,000	50,000	50,000
Certificates of participation- cost of issuance	0	0	0	0	0	0	0
Other general and administrative	112,857	88,025	82,020	115,678	159,529	159,529	193,332
Total general and administrative	274,077	239,906	201,668	282,597	361,529	361,529	400,832
Capital outlay:							
Apparatus and vehicles	77,544	738,314	0	690,000	690,000	690,000	1,068,000
Land, buildings and building improvements	1,085,230	36,682	71,859	221,000	221,000	221,000	3,020,000
Furniture and equipment	58,800	114,959	14,852	145,000	145,000	145,000	110,000
Total capital outlay	1,221,574	889,955	86,710	1,056,000	1,056,000	1,056,000	4,198,000
Debt service:							
Principle retirement	1,054,032	1,080,015	1,008,254	1,106,500	1,106,500	1,106,500	858,000
Interest charges	131,797	109,804	79,570	90,000	90,000	90,000	63,500
Total debt service	1,185,829	1,189,819	1,087,824	1,196,500	1,196,500	1,196,500	921,500
Total expenditures	16,109,784	16,222,180	12,963,115	16,915,467	18,999,579	18,999,579	22,704,631
Excess (deficit) of revenue over expenditures before operating transfers	785,545	708,929	(7,227,180)	166,729	(2,545,783)	(2,545,783)	(5,035,525)
Operating transfers out	2,084,684	3,426,684	1,665,237	5,418,750	5,418,750	5,418,750	6,685,000
Operating transfers in	2,084,684	3,426,684	1,665,237	5,418,750	5,418,750	5,418,750	6,685,000
Total transfers	0	0	0	0	0	0	0
Totals	785,545	708,929	(7,227,180)	166,729	(2,545,783)	(2,545,783)	(5,035,525)
Fund Balances - Beginning	24,186,547	24,972,092	25,681,019	25,681,021	25,681,021	25,681,021	25,847,750
Fund Balances - Ending	24,972,092	25,681,021	18,453,839	25,847,750	23,135,238	23,135,238	20,812,225





Station 34 Remodel





Tier II Retirement System



Employee Retention





Chief Bob Zanetti: [bzanetti@pcfd.org](mailto:bzanetti@pcfd.org)

Chief Financial Officer: [dbarney@pcfd.org](mailto:dbarney@pcfd.org)



<b><u>Stab. - 3 yr</u></b>	<b>District Total Wages &amp; Business: Combination Department</b>				
<i>Coalville (Stn. 21)</i>	<b><u>Month</u></b>	<b><u>Shift's Needed</u></b>	<b><u>Shifts's\Day</u></b>	<b><u>Shift's\Month</u></b>	<b><u>Total \$/Shift's</u></b>
31	<u>January</u>	6	12	372	\$ 87,420
28	<u>February</u>	6	12	336	\$ 78,960
31	<u>March</u>	6	12	372	\$ 87,420
30	<u>April</u>	6	12	360	\$ 84,600
31	<u>May</u>	6	12	372	\$ 87,420
30	<u>June</u>	6	12	360	\$ 84,600
31	<u>July</u>	6	12	372	\$ 87,420
31	<u>August</u>	6	12	372	\$ 87,420
30	<u>September</u>	6	12	360	\$ 84,600
31	<u>October</u>	6	12	372	\$ 87,420
30	<u>November</u>	6	12	360	\$ 84,600
31	<u>December</u>	6	12	372	\$ 87,420
				Annual Wage Total:	\$ 1,029,300
			Payroll (Part-Time)	25%	\$ 257,325
				Annual Wage, Benefits, & Taxes Total:	\$ 1,286,625
<i>Henefer (Stn. 22)</i>					
31	<u>January</u>	2	4	124	\$ 29,140
28	<u>February</u>	2	4	112	\$ 26,320
31	<u>March</u>	2	4	124	\$ 29,140
30	<u>April</u>	2	4	120	\$ 28,200
31	<u>May</u>	2	4	124	\$ 29,140
30	<u>June</u>	2	4	120	\$ 28,200
31	<u>July</u>	2	4	124	\$ 29,140
31	<u>August</u>	2	4	124	\$ 29,140
30	<u>September</u>	2	4	120	\$ 28,200
31	<u>October</u>	2	4	124	\$ 29,140
30	<u>November</u>	2	4	120	\$ 28,200
31	<u>December</u>	2	4	124	\$ 29,140
				Annual Wage Total:	\$ 343,100
			Payroll (Part-Time)	25%	\$ 85,775
				Annual Wage, Benefits, & Taxes Total:	\$ 428,875
<i>Wanship (Stn. 23)</i>					
31	<u>January</u>	2	4	124	\$ 29,140
28	<u>February</u>	2	4	112	\$ 26,320
31	<u>March</u>	2	4	124	\$ 29,140
30	<u>April</u>	2	4	120	\$ 28,200
31	<u>May</u>	2	4	124	\$ 29,140
30	<u>June</u>	2	4	120	\$ 28,200
31	<u>July</u>	2	4	124	\$ 29,140
31	<u>August</u>	2	4	124	\$ 29,140
30	<u>September</u>	2	4	120	\$ 28,200
31	<u>October</u>	2	4	124	\$ 29,140
30	<u>November</u>	2	4	120	\$ 28,200
31	<u>December</u>	2	4	124	\$ 29,140
				Annual Wage Total:	\$ 343,100
			Payroll (Part-Time)	25%	\$ 85,775
				Annual Wage, Benefits, & Taxes Total:	\$ 428,875
<b><i>Firefighter On-Duty Total wages, Benefits, &amp; Taxes</i></b>					<b>\$ 2,144,375.00</b>

<b>Tollgate (Stn. 24)</b>					\$ -
<b>(Fire Chief)</b>					\$ 109,974
			Payroll (Full-Time)	58%	\$ 63,785
Annual Wage, Benefit, Taxes Total:					\$ 173,759
<b>(Division Chief/Fire Marshall)</b>					\$86,821.00
			Payroll (Full-Time)	58%	\$ 50,356
Annual Wage, Benefit, Taxes Total:					\$ 137,177
<b>(Admin. Assistant)</b>					\$ 60,799
			Payroll (Part-Time)	25%	\$ 15,200
Annual Wages, Benefits, Taxes Total:					\$ 75,999
<b>Admin. Annual Wages, Benefits, Taxes Total:</b>					\$ 386,935
<i>Sub-Total:</i>					\$ 2,531,310
Addition of 20% for the rest of the business				20%	\$ 506,262
<b>Business Grand Total:</b>					\$ 3,037,572

<b>Manning page/Callback</b>	<b>Time</b>	<b>Wage</b>
	0-3 hr. minimum	\$ 100.00
	3-6 hr. minimum	\$ 150.00
	6+ hr. minimum	\$ 200.00
Wage for 12 Hr. Shift	12 hr. Shift	\$ 235.00

<u>Short-Term</u>	<u>Days per Month</u>	<u>Days Per Year</u>	<u>Total Firefighters</u>	<u>Shift's/Day</u>	<u>Shift's/Month</u>	<u>Minimum required Shifts per Month</u>	<u>Wage Earned per Firefighter</u>	<u>Total Department Expenditure for Wages</u>	<u>Actual</u>	<u>Justification of OVerage</u>
<i>January</i>	31	365	26	4	124	4.8	\$ 1,121	\$ 7,016	\$ 7,016	old pay and work structure
<i>February</i>	28	365	26	4	28	1.1	\$ 253	\$ 4,722	\$ 4,722	No workers for portion of month
<i>March</i>	31	365	26	4	0	0.0	\$ -	\$ -	\$ -	No workers
<i>April</i>	30	365	26	4	36	1.4	\$ 325	\$ 8,460	\$ 8,560	1 Extra call back
<i>May</i>	31	365	26	4	124	4.8	\$ 1,121	\$ 29,140	\$ 29,070	2 unfilled shifts's: 4 callback's
<i>June</i>	30	365	26	4	120	4.6	\$ 1,085	\$ 28,200	\$ 28,030	
<i>July</i>	31	365	26	4	124	4.8	\$ 1,121	\$ 29,140		
<i>August</i>	31	365	26	4	124	4.8	\$ 1,121	\$ 29,140		
<i>September</i>	30	365	26	4	120	4.6	\$ 1,085	\$ 28,200		
<i>October</i>	31	365	26	4	124	4.8	\$ 1,121	\$ 29,140		
<i>November</i>	30	365	26	4	120	4.6	\$ 1,085	\$ 28,200	\$ 250,960	
<i>December</i>	31	365	26	4	124	4.8	\$ 1,121	\$ 29,140		
							Year 2022 Wages Needed Since coming back in Mid-April	\$ 250,498		
							April 22nd - end of April (9 days)	\$ 8,460		
							May 1 - Dec. 31st	\$ 230,300		
							Est. Payroll w/ Benefits & Taxes (Part-time):	\$ 62,625		
							2022 Total Wages, Benefits, & Taxes:	\$ 313,123		
							Deduction of \$150,000 from budget	\$ 163,123		
<u>Manning page/Callback</u>	<u>Time</u>	<u>Wage</u>								
	0-3 hr. minimum	\$ 100.00								
	3-6 hr. minimum	\$ 150.00								
	6+ hr. minimum	\$ 200.00								
Wage for 12 Hr. Shift	12 hr. Shift	\$ 235.00								

<u>Stabilization</u>	<u>District Total Wages &amp; Business: Volunteer Department</u>				
<i>Coalville (Strn. 21)</i>	<u>Month</u>	<u>Shift's Needed</u>	<u>Shifts's\Day</u>	<u>Shift's\Month</u>	<u>Total \$/Shift's Actual's</u>
31	<i>January</i>	2	4	124	\$ 7,016
28	<i>February</i>	2	4	112	\$ 4,722
31	<i>March</i>	2	4	124	\$ -
30	<i>April</i>	2	4	120	\$ 8,560
31	<i>May</i>	2	4	124	\$ 29,140
30	<i>June</i>	2	4	120	\$ 28,200
31	<i>July</i>	2	4	124	\$ 29,140
31	<i>August</i>	2	4	124	\$ 29,140
30	<i>September</i>	2	4	120	\$ 28,200
31	<i>October</i>	2	4	124	\$ 29,140
30	<i>November</i>	2	4	120	\$ 28,200
31	<i>December</i>	2	4	124	\$ 29,140
				Annual Wage Total:	\$ 250,598
			Payroll (Part-Time)	25%	\$ 62,650
				Annual Wage, Benefits, & Taxes Total:	\$ 313,248
<i>Henefer (Strn. 22)</i>					
31	<i>January</i>	0	0	0	\$ -
28	<i>February</i>	0	0	0	\$ -
31	<i>March</i>	0	0	0	\$ -
30	<i>April</i>	0	0	0	\$ -
31	<i>May</i>	0	0	0	\$ -
30	<i>June</i>	0	0	0	\$ -
31	<i>July</i>	0	0	0	\$ -
31	<i>August</i>	0	0	0	\$ -
30	<i>September</i>	0	0	0	\$ -
31	<i>October</i>	0	0	0	\$ -
30	<i>November</i>	0	0	0	\$ -
31	<i>December</i>	0	0	0	\$ -
				Annual Wage Total:	\$ -

			Payroll (Part-Time)	25%	\$ -
				Annual Wage, Benefits, & Taxes Total:	\$ -
<b>Wanship (Stn. 23)</b>					
31	January	0	0	0	\$ -
28	February	0	0	0	\$ -
31	March	0	0	0	\$ -
30	April	0	0	0	\$ -
31	May	0	0	0	\$ -
30	June	0	0	0	\$ -
31	July	0	0	0	\$ -
31	August	0	0	0	\$ -
30	September	0	0	0	\$ -
31	October	0	0	0	\$ -
30	November	0	0	0	\$ -
31	December	0	0	0	\$ -
				Annual Wage Total:	\$ -
			Payroll (Part-Time)	25%	\$ -
				Annual Wage, Benefits, & Taxes Total:	\$ -
<b>Tollgate (Stn. 24)</b>					
(Fire Chief) Annual Wage Total:					\$ 95,000
			Payroll (Full-Time)	58%	\$ 55,100
(Fire Chief) Annual Wage, Benefit, Taxes Total:					\$ 150,100
<b>Absolute Fire District Wages, Benefits, &amp; Taxes Total:</b>					\$ 463,348
Addition of 20% for the rest of the business				20%	\$ 92,670
<b>Business Grand Total:</b>					\$ 556,017

Manning page/Callback	Time	Wage
	0-3 hr. minimum	\$ 100.00
	3-6 hr. minimum	\$ 150.00
	6+ hr. minimum	\$ 200.00
Wage for 12 Hr. Shift	12 hr. Shift	\$ 235.00

## **FINANCIAL COMMITTEE SPREADSHEET NOTES**

- Labor in all projections based on Chief's current and VISION models
- \$235 for firefighter stipend which is different than budget labor rate
- 2022 - \$150,000 carryover for capital contribution now gone
- Are we to expect any County reimbursement for PCFD services?
- Chart of Accounts updated to match 2022 budget submittal
- Audit fees of \$16,000 not in the 2022 budget
- 2023 budget includes \$150,000 capital contribution
- 2026budget includes \$500,000 capital contribution



# North Summit Fire Service District Finance Committee Working Document

7/8/2022

## Without EMS Services

### Revenue

2021		2022	2022	2022	2023	2026
Actuals	Account	Approved Budget	Jan -June	Projected Year End	Pro Forma	Pro Forma
7,071.12	1003 · Deposit - Other					
5,423.50	1004 · Building Rent					
	1004 · Ambulance Rent	4,800	4,800	4,800	4,800	4,800
	1005 · Community Room Rent	700	714	1,300	1,500	3,000
38,617.90	1006 · Wildland Fire Sup	15,000		5,000	10,000	20,000
1,753.62	1007 · Cost Recovery	7,000	453	7,000	7,000	10,000
4,906.26	1009 · Grants	4,000			2,000	5,000
15,115.00	1010 · Equipment Sales	10,000		10,000	10,000	10,000
700.00	1011 · Donation				500	1,000
1,508.00	1012 · Fees for Services					
496,902.68	1016 · Property taxes	500,000	81,344	500,000	500,000	3,674,250
3,925.00	1019 · Inspection Fee	4,200	1,899	5,000	7,000	10,000
4,742.82	1020 · Interest	10,800	2,810	7,000	7,000	5,000
573,594.78		556,500	92,020	540,100	549,800	3,743,050

## Expenses

2021		2022	2022	2022	2023	2026
Actuals	Account	Approved Budget	Jan -June	Projected Year End	Pro Forma	Pro Forma
19,147.10	<b>6500 · Operations - Other</b>	55,700	7,504	6,200	6,000	10,000
25,999.49	<b>6501 · Insurance</b>	27,000	37,220	30,000	50,000	60,000
4,520.00	<b>6502 · Accounting</b>	6,000	17,170	17,800	18,000	20,000
	<b>6505 - Contract Service</b>		205,427	205,500		
	<b>6506 - Background Checks</b>		121	500	1,000	3,000
22,276.54	<b>6509 · Utilities</b>	30,000	21,149	40,000	45,000	55,000
18,152.06	<b>6510 · Building and Grounds</b>	20,000	3,595	5,500	7,000	9,000
7,210.25	<b>6511 · Fuel</b>	8,000	6,098	10,000	13,000	18,000
31,814.82	<b>6512 · Fleet Maintenance</b>	30,000	13,390	16,300	20,000	25,000
19,018.72	<b>6513 · PPE / Equipment</b>	20,000	2,645	1,200	1,000	2,000
2,090.28	<b>6515 · Minor Equipment</b>	6,000	6,113	10,000	12,000	15,000
9,537.03	<b>6516 · Training Expenses</b>	12,000	254	800	1,000	3,000
1,007.96	<b>6517 · Employee Food and</b>	1,000	343	900	1,000	3,000
16,578.17	<b>6519 · Subscriptions/Memberships/Public Notices</b>	16,000	6,671	11,000	12,000	15,000
	<b>6601 · Salarys</b>					
	<b>6602 · Benfits</b>					
5,419.00	<b>66001 · Monthly Training</b>					
44,106.13	<b>66002 · Admin. Salary</b>	123,000	31,020	86,000	95,000	105,000
3,680.00	<b>66003 · Board Member Salary</b>	4,800	3,680	11,000	11,000	11,000
25,600.00	<b>66005 · Firefighter on Duty</b>	150,000	77,399	250,000	360,000	2,230,150
49,925.00	<b>66006 · Distrct Officer</b>					



4,837.90	<b>66007 · Wildland</b>	5,000		2,000	2,000	3,000
4,379.37	<b>66008 · Assigned Duties</b>					
8,008.03	<b>66009 · Fire Response</b>					
14,844.78	<b>66010 · Payroll Taxes</b>	42,000	18,013	62,000	90,000	<b>560,000</b>
750.00	<b>66011 · Standby</b>					
4,000.00	<b>6612 · Fire Inspector</b>					
	<b>6613 - Payroll Processing Fee</b>		692	1,200	1,500	
	<b>6620 - Admin Benefits</b>		12,666	49,880	55,100	<b>60,900</b>
(26.76)	<b>6690 · Reconciliation</b>					
	<b>Contingency (rounding)</b>				5,500	
	<b>TRANSFER TO CAPITAL</b>				<b>150,000</b>	<b>500,000</b>
<b>342,875.87</b>		<b>556,500</b>	<b>471,170</b>	<b>817,780</b>	<b>957,100</b>	<b>3,708,050</b>

<b>PERIOD END OPERATING BALANCE</b>	<b>355,000</b>	<b>456,500</b>
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P/T Marshall and Admin	35,000
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**3,743,050**

# NORTH SUMMIT FIRE DISTRICT

## Capital Reserve Projection

7/5/2022

Values in \$

Asset Inventory	Current Value	VIN#	Optimum Replace Cycle		2021	2022	2023	2024	2025	2026	2027
				Carry Forward Reserve	856,000	856,000	520,400	400,400	35,400	(144,600)	(2,724,600)
				Annual Res Contribution			150,000	150,000	500,000	500,000	500,000
				Available - Fiscal Year	856,000	856,000	670,400	550,400	535,400	355,400	(2,224,600)
<b>Fire Station 21 (Coalville)</b>											
Structure	950,000										
2022 Ford F-150	54,000	A96492	2024								
1977 Mack Pumper Engine 21C	12,000	6F1188	To be sold				(12,000)				
2008 GMC Rescue 21	183,000	415966	2023				175,000				
2003 Ford F550 B621B	20,000	C03104	2023					175,000			
2003 Freightliner M2 WT221	82,000	N08379	2018						550,000		
1995 Spartan Pumper Engine 21	49,000	017304	2010							800,000	
2017 4" Trash Pump	4,000	385775S	TBD								
2004 Ford F 550 B621	20,000	D66077	2014					175,000			
2001 American La France T21	80,000	J81585	2017								800,000
1971 Kaiser WT 221B	10,000	B30970	To be Sold					(10,000)			550,000
2005 Ford Brush Truck Dist 2	15,000	A49864	2015							75,000	
2013 Polaris 900XP BC 721	10,000	144581	2023						30,000		
2003 Williams HM Trailer BC21	2,000	022270	2013								
Air Tanks/SCBA/Apparatus (old)	100,000		2032 & 2033								
MAKO Air Compressor	24,000		2023								
KOHLER Generator 3 Phase	22,000	73941	?								
NSFD Radios	15,000									30,000	
2015 Pumpkin Tank	8,000		As needed								
				Projects							
				Dorm addition					100,000		
				Building Repairs							

				New Roof/Paving							
				Exhaust system							
				Turnout's		102,000	20,000				
				SCBA's		119,000	77,000				
				Extractor		5,000					
				F-150 - Command Vehicle		54,000					
				Blinds		5,000					
				Internal Door Locks		4,000					
				Emergency Plumbing Repair		7,000					
				Station 24 Design		2,400					
				Windows		8,700					
				Access Control System		28,500					
<b>Fire Station 22 (Henefer)</b>											
Structure	600,000										
2005 Ford F 450 Rescue 622	30,000	C06184	2015								
1994 AM General WT 222B	30,000	501874	2009								
1998 Amer La France Engine22	40,000	958167	2013								
2019 Can Am with trailer BC 722	15,000	001437	2029								
Air Tanks/SCBA/Apparatus	50,000		2037								
KOHLER Generator	21,000		?								
2015 Pumpkin Tank	8,000		As needed								
				<b>Projects</b>							
				Dorm Addition						100,000	
				Building Repairs							
				New Roof				20,000			
				Paving							
				Exhaust system							
<b>Fire Station 23 (Wanship)</b>											
Structure	600,000										
1995 Ford L8000 WT223	28,000	A06487	2010							550,000	
2004 Ford Truck B623	17,000	A18040	2013					175,000			
2006 Emergence E One Engine 23	234,000	286661	2021							800,000	
2003 Ford F 350 B623B	20,000	C82990	2013							175,000	

1987 AM General WT 223B	20,000	309862	Return to the State/Merle									
Air Tanks/SCBA/Apparatus	50,000		2037									
MAKO Air Compressor	24,000		2023									
2015 Pumpkin Tank	8,000		Until worn out									
KOHLER Generator Single Phase	21,000		?									
				<b>Projects</b>								
				Dorm addition						100,000		
				Building Repairs								
				New Roof/Paving								
				Exhaust system								
<b>Fire Station 24 (Tollgate)</b>												
Structure	70,000											
2005 Polaris with Skid BC723	6,000	737471	2015				35,000					
1997 Ford F750 B324	10,000	A20982	To Be sold					(10,000)				
1999 Chev Suburban Rescue 624B	5,000	567138	To Be sold				(5,000)					
2004 Ford F350 Rescue 624	20,000	B18413	2014							450,000		
1990 Kaiser T2 WT 224	20,000	518347	To be sold				(20,000)					
1993 Chev 3500 B 620	10,000	160170	To be sold					(10,000)				
Propane Tank	2,500		?									
<b>Total Physical Assets</b>	<b>3,619,500</b>											
<b>Land</b>												
Coalville Station (1 1/2 acres)	300,000											
Henefer Station (1 acre)	70,000											
Wanship Station (3 acres)	270,000			Misc								
Tollgate Station (3 acres)	225,000											
<b>Land Total</b>	<b>865,000</b>			<b>Total Purchases and Project</b>	0	335,600	270,000	515,000	680,000	3,080,000	1,350,000	
<b>Asset Total</b>	<b>4,484,500</b>			<b>Carry Forward Reserve</b>	856,000	520,400	400,400	35,400	(144,600)	(2,724,600)	(3,574,600)	



# Truth In Taxation Requirements

## Timeline



**Notice of  
Public Mtg**

*Notify county  
legislative body,  
Tax Commission*



**Public Mtg**

*Hold public  
meeting with  
separate agenda  
item*



**Parcel Specific  
Notice**

*Notice sent to  
each property  
owner within the  
District*



**Public  
Notice**

*1<sup>st</sup> newspaper  
advertisement,  
Public Meeting  
Website*

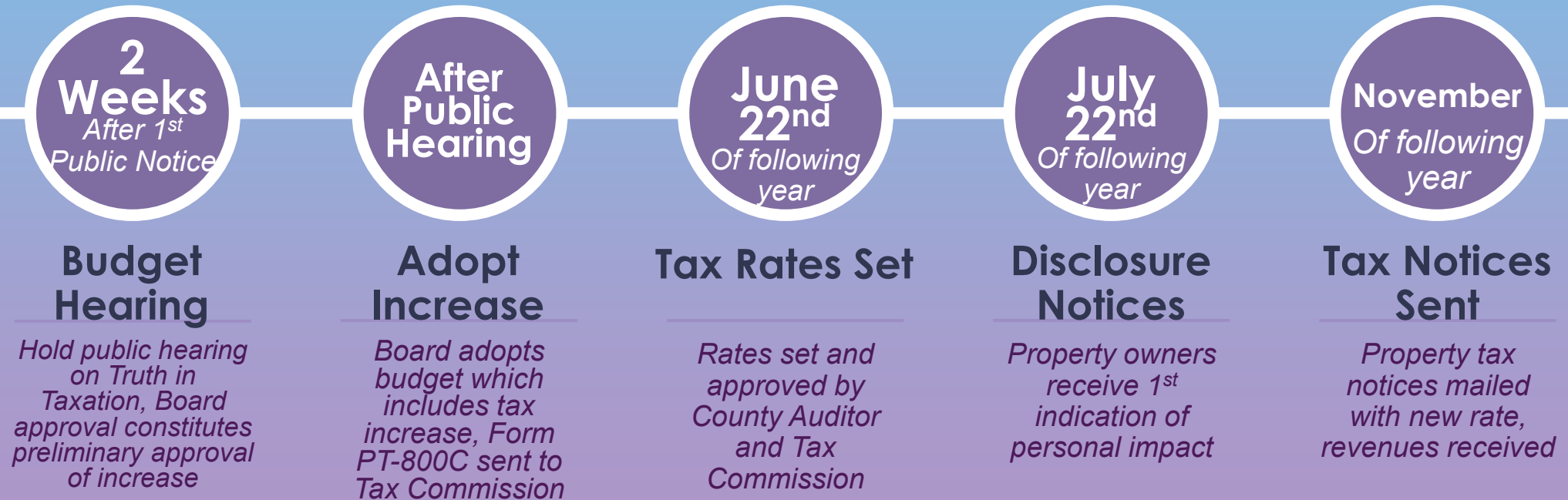


**Public  
Notice**

*2<sup>nd</sup> newspaper  
advertisement,  
Public Meeting  
Website*

# Truth In Taxation Requirements

## Timeline



# NSFD Tax Rates History

Year	Certified Values	Rate	Revenue	Market Value	Tax Impact
2018	\$704,768,286	0.000547	\$405,757	\$488,361	\$146.92
2019	806,287,024	0.000503	415,548	562,569	155.63
2020	862,793,521	0.000482	438,780	621,829	164.85
2021	965,627,172	0.000454	452,813	681,045	170.06
2022	1,422,640,851	0.000318	463,484	1,121,280	196.29

- Revenue = \$1,138,113; Impact = \$493
- Estimated tax rate = 0.002538; Impact = \$1,551



5:07 PM

07/12/22

Accrual Basis

# North Summit Fire District

## Checks and Deposits

### June 6 through July 15, 2022

Type	Date	Num	Name	Memo
<b>1001 · Zions Bank</b>				
Deposit	06/06/2022			Inspection Fees
Deposit	06/06/2022			Building Rent
Deposit	06/07/2022			Inspection Fees
Deposit	06/07/2022		Payogics	Returned Paycheck ACH Info Wrong
Deposit	06/08/2022			Building Rent
Deposit	06/08/2022			Inspection Fees
Check	06/08/2022	ACH	Health Equity	Admin Fee
Deposit	06/09/2022		Public Treasures (PTIF) Operating	Payroll 6.10.22
Check	06/09/2022	ACH	Payogics	Payroll 05.16.2022 - 05.31.2022
Deposit	06/13/2022			Deposit
Deposit	06/13/2022			Inspection Fees
Check	06/14/2022	ACH	Health Equity	Health Savings
Check	06/15/2022	ACH	URS	Retirement Payment
Deposit	06/16/2022	ACH	Public Treasures (PTIF) Operating	Transfer
Check	06/16/2022	ACH	Republic Service	Trash Service
Check	06/16/2022	ACH	Republic Service	Trash Service
Bill Pmt -Check	06/17/2022	4554	Amazon Business	Office Supplies
Bill Pmt -Check	06/17/2022	4555	AT&T Mobility	Cell Phones and I pads
Bill Pmt -Check	06/17/2022	4556	Dominion Energy	Gas Service 3 stations
Bill Pmt -Check	06/17/2022	4557	Fuel Network	Fuel
Bill Pmt -Check	06/17/2022	4558	KHSA	QB hosting
Bill Pmt -Check	06/17/2022	4559	Price's Guaranteed Doors	Grage Door Repair Sta 21
Bill Pmt -Check	06/17/2022	4560	Public Safety Center	Radio Batteries
Bill Pmt -Check	06/17/2022	4561	Rocky Mountain Power	Power Service 3 Stations
Bill Pmt -Check	06/17/2022	4562	Summit Merc.	Screws
Bill Pmt -Check	06/17/2022	4563	Treasure Vallery Coffee, Inc of Utah	Coffee supplies and rent
Bill Pmt -Check	06/17/2022	4564	Utah Local Governments Trust	Auto, Liability & Property Insurance Payment
Bill Pmt -Check	06/17/2022	4565	Zions Bank Bankcard Center	Visa Payment
Check	06/17/2022	ACH	Zions Bank First National Bank	Service Fee
Deposit	06/22/2022			Plan Review
Check	06/23/2022	ACH	Payogics	Payroll Ending 06.15.22
Deposit	06/23/2022		Public Treasures (PTIF) Operating	Payroll & Benifits Transfer
Deposit	06/24/2022			Plan Review
Deposit	06/27/2022			Workers Comp Audit Refund
Deposit	06/27/2022			Plan Review
Check	06/28/2022	ACH	URS	Retirement
Check	06/28/2022	ACH	Health Equity	Health Savings
Deposit	06/28/2022	ACH	Public Treasures (PTIF) Operating	AP 6.28.22
Bill Pmt -Check	06/28/2022	4566	Amazon Business	
Bill Pmt -Check	06/28/2022	4567	Paul Suitor	Tollgate BBQ
Bill Pmt -Check	06/28/2022	4568	Reliance Standared Life Insurance Co...	Life Insurance
Bill Pmt -Check	06/28/2022	4569	Steffen Design	Website Update and online FM form/paym...
Bill Pmt -Check	06/28/2022	4570	Summit County Health Insurance	June Health & Dental Insurance
Deposit	06/29/2022			Plan Review
Check	06/29/2022	ACH	Payogics	Payroll Ending 06.15.22 Correction
Deposit	07/07/2022	ACH	Public Treasures (PTIF) Operating	Payroll Ending 06.30.22
Check	07/07/2022	ACH	Payogics	Payroll Ending 06.30.22
Deposit	07/08/2022			Surplus Property
Check	07/08/2022	ACH	URS	Retirement Payment
Check	07/08/2022	ACH	Health Equity	Payroll Ending 06.30.22
Deposit	07/15/2022		Public Treasures (PTIF) Operating	AP 7.15.22
Bill Pmt -Check	07/15/2022	4571	Acme Thread Ware	Uniform Shirts
Bill Pmt -Check	07/15/2022	4572	All West Communications	Telephone and Internet Service
Bill Pmt -Check	07/15/2022	4573	Dominion Energy	Gas Service
Bill Pmt -Check	07/15/2022	4574	Fuel Network	Fuel Bill
Bill Pmt -Check	07/15/2022	4575	Park City Lock & Key	Internal Door Locks
Bill Pmt -Check	07/15/2022	4576	Ray Hogwood.	Reimbursement EMT Training Officer Class
Bill Pmt -Check	07/15/2022	4577	Rocky Mountain Power	Power Service
Bill Pmt -Check	07/15/2022	4578	Summit Blinds	Blinds for Stations
Bill Pmt -Check	07/15/2022	4579	Zions Bank Bankcard Center	Visa Payment

Total 1001 · Zions Bank

**TOTAL**

5:07 PM

07/12/22

Accrual Basis

North Summit Fire District  
Checks and Deposits  
June 6 through July 15, 2022

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Amount
193.60
38.94
96.80
221.64
19.32
96.80
-2.00
21,259.93
-20,893.05
38.94
193.60
-125.00
-778.21
28,272.15
-91.96
-123.65
-436.17
-92.14
-235.01
-1,732.67
-100.00
-355.00
-363.00
-536.51
-10.28
-298.30
-23,551.89
-561.18
-10.00
96.80
-20,722.69
20,919.86
96.80
405.94
96.80
-778.21
-129.00
3,781.05
-292.18
-425.79
-14.08
-1,215.00
-1,791.00
96.80
-868.09
20,996.68
-20,093.47
7,400.00
-778.21
-125.00
8,870.47
-2,470.00
-497.51
-49.79
-2,303.88
-4,027.25
-100.00
-637.12
-4,967.00
-626.36
-14.73
<b>-14.73</b>



North Summit Fire Service District  
Budget v. Actual  
June-22

### Revenue

Account	Jun-22	YTD	2022 Budget	2022 Budget Balance	% of Budget
1004 · Ambulance Rent	-	4,800	4,800	-	100%
1005 · Community Room Rent	97	714	700	(14)	102%
1006 · Wildland Fire Sup	-	-	15,000	15,000	0%
1007 · Cost Recovery	453	453	7,000	6,547	6%
1009 · Grants	-	-	4,000	4,000	0%
1010 · Equipment Sales	-	-	10,000	10,000	0%
1016 · Property Taxes	13,665	81,344	500,000	418,656	16%
1019 · Inspection Fee	968	1,899	4,200	2,301	45%
1020 · Interest	-	2,810	10,800	7,990	26%
<b>Total</b>	<b>15,183</b>	<b>92,020</b>	<b>556,500</b>	<b>464,480</b>	<b>17%</b>

### Expenses

Account	Jun-22	YTD	2022 Budget	2022 Budget Balance	% of Budget Spent
6500 · Operations - Other	2,055	7,504	55,700	48,196	13%
6501 · Insurance	23,552	37,220	27,000	(10,220)	138%
6502 · Accounting	100	17,170	6,000	(11,170)	286%
6505 · Contract Services	-	205,427	-	(205,427)	0%
6506 · Background Checks	-	121		(121)	0%
6509 · Utilities	2,792	21,149	30,000	8,851	70%
6510 · Building and Grounds	279	3,595	20,000	16,405	18%
6511 · Fuel	2,304	6,098	8,000	1,902	76%
6512 · Fleet Maintenance	-	13,390	30,000	16,610	45%
6513 · PPE / Equipment/Uniforms	2,470	2,645	20,000	17,355	13%
6515 · Minor Equipment	-	6,113	6,000	(113)	102%
6516 · Training Expenses	-	254	12,000	11,746	2%
6517 · Employee Food	77	343	1,000	657	34%
6519 · Subscriptions/Memberships/ Public Notices	-	6,671	16,000	9,329	42%
6613 · Payroll Processing Fee	296	692	-	(692)	0%
66002 · Admin. Salary	8,375	31,020	123,000	91,980	25%
6620 · Admin Benefits	3,444	12,666	-	(12,666)	0%
66003 · Board Member Salary	960	3,680	4,800	1,120	77%
66005 · Firefighter on Duty	28,030	77,399	150,000	72,601	52%

<b>66007 · Wildland</b>	-	-	5,000	5,000	0%
<b>66010 · Payroll Taxes</b>	8,359	18,013	42,000	23,987	43%
<b>0.06</b>	<b>83,094</b>	<b>471,170</b>	<b>556,500</b>	<b>85,330</b>	<b>85%</b>

### Capital Budget

Account	Jun-22	YTD	2022 Budget	2022 Budget Balance	% of Budget Spent
Equipment Purchase			365,000	365,000	0%
22.01 · Access Control System	-	28,471	-	(28,471)	0%
22.02 · Windows	-	8,711	-	(8,711)	0%
22.03 · Station 24 Designe Work	-	2,366	85,000	82,635	3%
22.04 · Emergency Plumbing Repair	-	6,960	-	(6,960)	0%
22.05 · Turnouts	-	-	-	-	0%
22.06 · Chief Vehicle	-	54,020	-	(54,020)	0%
22.07 · Blinds	4,967	4,967	-	(4,967)	0%
22.08 ·	-	-	-	-	0%
22.09 · Internal Door Locks	4,027	4,027	-	(4,027)	0%
22.10 · SCBA's	-	-	-	-	0%
22.11 · Turnout Extractor	-	-	-	-	0%
		-	-	-	0%
<b>Total</b>	<b>8,994</b>	<b>109,522</b>	<b>450,000</b>	<b>340,478</b>	<b>24%</b>

1 Chair Andersen called the meeting to order at 5:00PM

2 **Board Members Present**

3 Chair Michelle Andersen

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Melanie Bosworth

7 Don Winters

8

9 **Public Present**

10 Tom Fisher, County Manager

11 Chris Robinson, County Council

12 Roger Armstrong, County Council

13 Mayor Mark Marsh

14 Mayor Kay Richins

15 Sheriff Justin Martinez

16

17

18 **Item 2 Roll Call**

19 A quorum was present.

20 **Item 3 Closed-door meeting in compliance with Utah Code §52-4-205(1)(a) –**  
21 **Personnel**

22 Board Member Bosworth made a motion to go in to closed door for personnel,

23 Board Member Winters seconded the motion, a roll call vote was called,

24 Board Member Bosworth Aye

25 Board Member Winters Aye

26 Treasurer Novak Aye

27 Vice Chair Rees Aye

28 Chair Andersen Aye

29 Motion passed, in closed session at 5:01PM

30 Present in the closed meeting the 5 board members listed about, Roger

31 Armstrong, Christ Robinson, Dave Thomas, and Ryan Stack

32 a. Reconvene in Open meeting

33 The board reconvened in open meeting at 5:26PM

**Staff Present**

Tyler Rowser, District Clerk

Dave Thomas, Chief Deputy County  
Attorney

Ryan Stack. Deputy County Attorney

**Public Present Electronic**

Alexander Cramer

Deputy Chief Emery PCFD

PM

Janna Young

34 **Item 4 Work Session**

35 **a. Discuss issues relating to the provisions of service.**

36 Chair Andersen stated we have called this meeting to discuss resent  
37 issues with firefighters who have been insubordinate and recently had a  
38 firefighter who refused to respond on a critical call while on call, even  
39 after the Deputy Chief had called him and asked him to respond on the  
40 call. Our top priority is the safety of our community. We have concerns as  
41 to where do we go. Currently we have firefighters that are refusing to take  
42 shifts and saying that this is a job to support our community, and actions  
43 speak louder the words, there not support our community by boycotting, I  
44 feel they are hiding under an umbrella that they are volunteers and not  
45 accountable because of being a volunteer, and that we are holding to high  
46 of an expectation for them. But I think our citizens deserve as professional  
47 service as we can get. Concerns brought up by the board are, we have  
48 definite insubordination, the firefighters won't listen to the Deputy Chief's  
49 direct orders, so where do we go from here?

50  
51 Board Member Bosworth stated that we have a duty to provide this  
52 service to our community when we were chosen for this board, we did this  
53 because we care about this community. I have 43 years of medical  
54 experience as an RN and 30 years on the Ambulance Service and these  
55 are not trivial matters we are talking about, these are major matters that  
56 people are not taking the full responsibility that some of these people said  
57 that they wanted to take as firefighters to provide for our community, to  
58 make it a safe place. It also sickens me to see how they have turned on  
59 one of their own, as they have with the Deputy Chief. It sickens me as a  
60 medical personal to think of a family waiting for help and none coming  
61 from that particular department, it has bothered me all week. It's a  
62 dereliction of duty and gross negligence as fare as I'm concerned, are we  
63 here to help the community or are we here to help their selves, and the  
64 firefighters have to relies that they are public servants and they don't pick  
65 and choose when they respond, if they are on call they respond.

66  
67 Chair Andersen stated that she has had the same thoughts as Melanie,  
68 this poor family and a firefighter refusing to help that's a big deal.

69  
70 Treasurer Novak stated we talked last night, and I think the common  
71 theme was safety of our community we all said that. Were all on this  
72 board to make this fire department better and I think were do a great job,  
73 were putting the policy and procedures in place, believe it or not, there  
74 were none so were doing all the administrative stuff. Finding out what our  
75 inventory of stuff. I guess for me it was surprising that it's our people  
76 letting us down. I was hoping that these people would come to be full time  
77 firefighters with us, but I was surprised to find out in the last few months

78 that we can't fill shifts. Only 3 or 4 people were filling shifts. Then this  
79 last thing happened where someone filling a shift wouldn't respond to the  
80 Echo Canyon incident, it's unconscionable to me, were failing and we have  
81 got to fix it. Were going to have lots of closed sessions I guess on how to fix  
82 it. But in the Interim we have to make our community safe.

83  
84 Vice Chair Rees stated that I think that what we got is that the county  
85 needs to be protected, and if we can't depend on our firefighter's we are  
86 going to have to call for help. We have reached out to Park City, we can't  
87 leave the town unprotected, I can't speak for the other board members but  
88 boycotting the fire department to make a point, that is not professional  
89 conduct of any firefighter or any individual. Were not saying with want to  
90 replace this fire department, we just need to have coverage until we get  
91 some more people to be apart help. I don't think anyone wants to see Park  
92 City take over, my main concern is seeing the people of Henefer, Coalville,  
93 and Wanship (the North Summit area) protected.

94  
95 Chair Andersen stated that as soon as we found out the situation, Park  
96 City stepped up and did automatic aid, dispatch stepped up to make sure  
97 that resources were being dispatched to get coverage to the people. We are  
98 grateful for there help in getting us coverage when they knew we were in  
99 need.

100  
101 Board Member Bosworth stated that the really sad part is, this is not all  
102 the firefighters doing this. We have some really great people who are  
103 helping us. We have a few who are really causing some issues, and it's  
104 even more concerning that some of those causing issues are in leadership  
105 rolls. That is not a good leader you are leading people down the wrong  
106 path.

107  
108 Mayor Richins asked, how many full-time firefighters do you have?

109  
110 Chari Andersen said we don't have any full-time firefighters; we have paid  
111 on call. They are paid to be in the area and are notified of a call on there  
112 phone. They get paid up to \$175 to be on call, and when they get a call,  
113 they are then paid hourly when they respond to a call. We have an  
114 application out for a full time Chief, hoping that this will help to bring in  
115 a new structure and prepare us for the future.

116  
117 Board Member Winters stated that he would like to echo pretty much  
118 what everyone has said. Being the representative of Coalville City, we are  
119 required to provide the services, and were not getting the services proved.  
120 So, we have no alternative, other then to contract with some one else to  
121 cover us. None of the firefighters have come to us, we have had meetings

122 for months and months none of have come to use the tell us their  
123 concerns.

124  
125 Chair Andersen Stated that the only thing they have stated is that they  
126 didn't want a full time Chief. That is the only thing they have gone  
127 through the chain of command to communicate.

128  
129 Vice Chair Rees stated that is why we are looking for a full-time Chief,  
130 and then they attack a part time guy who has been doing this whole adult  
131 life, what are they going to do to a full-time guy. They coronated this  
132 agent someone they know, what will they do to someone who they don't  
133 know. We want the community to know that they are not left out, we have  
134 people to cover them. Boycotting is normally a way of tying someone's  
135 hands, and our hands aren't tied, we have gone to an alternative source to  
136 get coverage. They haven't brought any concerns, all that has been  
137 happening is attacking people, you're not going to get what you want by  
138 attacking. No concerns have been bought up, even after Tom had a  
139 meeting with some in December, and they still haven't been able to  
140 articulate concerns to us or the County.

141  
142 Mayor Richins asked how many on call people do you have in the system?

143  
144 Chair Andersen we had about 8 people who took a majority of the shifts,  
145 and we have 8 people boycotting. We have good people, but those good  
146 people are being bullied and humiliated if you step up to help. I think  
147 there are a few people that are hiding in the shadows. We have the next  
148 few days covered (the weekend through Monday). But then noting the rest  
149 of the week.

150  
151 Council Member Robinson asked how the scheduling process work's, is it  
152 scheduled out a couple weeks in advance, and now we just get a few shifts  
153 covered here and there?

154  
155 Chair Andersen there is really a core of people, who take the shifts.

156  
157 Council Member Robinson stated that myself and council member  
158 Armstrong are the chair and vice chair of the council and you have  
159 communicated to Tom Fisher our executive, that you have an issue and  
160 what are you recommending to solve the issue?

161  
162 Chair Andersen currently we have asked Park City Fire District to help  
163 cover us until we can rebuild the department.  
164



Council Member Armstrong asked if there is a desire by the board to have Park City Fire take over the fire service?

Board Member Winters stated that is not his wish and he wants to keep the department local and under local control.

Vice Chair Rees stated that he agrees with Don, but we have to have something we can't keep going like this.

Chair Andersen this is only a temporary solution.

Council Member Armstrong stated that he comes from a firefighter family his father was a fire chief. The notion that firefighter would actively fail to respond to a call, or disobey an order by the deputy chief, is unethical to begin with, it's some kind of negligence beyond that, and I can't believe that it's in any part of the bone marrow of anyone pretending to be a firefighter. If we have a captain who is willing to do this, they need to find another way to express their public service. This is beyond anything I have heard about, and creates a risk in the community, and we have to find a fix for it. This creates an opening for us though and one that I think has been a long time coming for a public discussion with the public as to what they want. I think unless anyone in this room thinks we need to put a band aid in place, but also kick off getting a permanent fix sooner then latter.

Council Member Robinson stated that maybe that public engagement could be a public hearing at our level. We could have David talk about the legal issues and requirements and the ACB could talk about what is happening and what is going on.

Mayor Mark Marsh stated that he was on the NSFD for 17 years, and 2 years as the county fire warden. We must have some type of angst causing people who love this community as much as I do to be doing this. What is the difference between the pay for the Ambulance and the Fire District?

Chair Andersen stated that the ambulance is managed by Park City Fire District and funded by the County, they make \$13.50 to be at the fire station during there shift.

Council Member Robinson stated that with the ability to remote work, maybe we could find people who have that ability, and could be able to be on call, and then leave their full-time job remote work for calls.

208 Mayor Marsh stated that when he was a volunteer, if the pager went off,  
209 he would step out of his business and see if someone was going towards  
210 the station, he knew he was good to stay and work, but if not, he would  
211 shut down his business to respond to a call. As the mayor and city council,  
212 if we were to step up and have that public discussion as to what we expect  
213 for our fire protection.

214  
215 Council Member Robinson I was just thinking about it maybe we should  
216 have a joint meeting with the council, and the two city council, and ACB  
217 to have a joint meeting. In the Internum lets have Dave Thomas and the  
218 Attorney's office who represents both the NSFD & PCFD to draft a  
219 interlocal agreement and get it over to PCFD's board and NSFD to review.

220  
221 Dave Thomas stated we can draft it but for how long, 30, 60, or 90 days?

222  
223 Tom Fisher we could have it be for whatever time period, but make sure  
224 that it is able to be extended. We need to give ourselves some time to  
225 think and cooling off time.

226  
227 Dave Thomas stated that this agreement would only have to be signed by  
228 the NSFD & PCFD ACB's so it would have to be on a special meeting  
229 agenda for both boards.

230  
231 Council Member Robinson asked how does this go, is the current members  
232 on Furlow or would they still be on payroll? Is it an exclusive contract  
233 with PCFD?

234  
235 Peat Emery stated that right now we are doing an automatic aid, for  
236 NSFD, it is something we can handle for the next 30 or 60 days, we are  
237 doing that now and could continue it for the short term.

238  
239 Tom Fisher, I think were talking about a higher level of service, for  
240 equipment and personal in the North Summit area.

241  
242 Council Member Robinson stated that if everything is dispatched from the  
243 basin that could result in unacceptable response times. Like it's been said  
244 it's beyond the automatic aid point. Then to the point are the existing  
245 personal furlowed or what is the proper term.

246  
247 Tom Fisher I would suggest that we make this simple for PCFD and that  
248 unfortunately we would be suspending for that time and the full roster. If  
249 the board determines that some volunteers need to continue doing some  
250 things, and they volunteer to do that, then they can sort through that on a  
251 case-by-case basis.

Council Member Robinson when will we need to get this done, and it's not on the council's timeline?

Tom Fisher, I think that Dave and I get with PCFD leadership and get something in place quickly.

Council Member Robinson asked if the intent is to have PCFD staff the station in Coalville and equipment.

Tom Fisher, Dave can correct me now or after the meeting, but if I feel we have an emergency then I can put something in place.

Mayor Richins what do you think will be the response from the North Summit Roster once they've been put on the bench? Does it just add fuel to their fire of their narrative that see Park City is coming in to take over? Or do they just quit?

Chair Andersen stated that they made us do this, it was not our mission or intention to even come up with this idea, we have to provide coverage for our area though.

Vice Chair Rees stated that I personally I can't trust them that they are going to show up to a call or even sign up for shifts. This isn't a risk I'm willing to take to see if they will show up or take calls.

Mayor Marsh this is going to be hard, I can tell you from a personal standpoint that with a sports team if you ever got benched it was hard on you, If you look at Michael Jordan what made him grater, he got cut from the team as a junior in high school he could have chose to go join a gang but he chose to work harder and dig in and become better.

Tom Fisher stated that we have to remember that we need to remember that the fire fighters are red carded and are the back up to the fire warden. We need to get them back as soon as we can. We also have to recognize that there is informal leadership of the boycott and it's not in a good way. They circle around themselves with a victim mentality and keep pointing at one person or a group like the ACB. There is very little interreflection as to what have I done to be a part of this problem with the exception of the Deputy Chief who has now left.

Council Member Robinson stated that I haven't been in on this conversation, but it seems to be any respect for the ACB, they would like a board that shows up every and again to inspect the budget and that's it.

Council Member Armstrong stated correct me if I'm wrong, but this isn't the first time of insubordination, there was one who made comments towards the board.

Vice Chair Rees stated that yes there was one who made derogatory comments to the board in a public meeting.

Mayor Richins asked how do you now let the firefighters know of this situation, and that they are being benched?

It was decided that the board will send an email to all firefighters.

Tom Fisher stated that he has run some numbers that at the end of this week, and personal cost from PCFD is about \$2,300 per day and then you add fuel and equipment on top of that its going to get expensive fast, but the NSFD budget can handle that for a 30-to-60-day period. The board will have to amend the budget for that and present it to the council. After that the board will have to talk about what the budget, going forward from that point. If the future holds that we have to raise the budget and go to truth in taxation, then we will have to go down that path then.

Council Member Armstrong stated that he would like to thank the ACB for their work and sticking with this. Public service is already hard, and this situation is making it harder.

The board will meet in special meeting on Monday, February 7, 2022, at 6:00PM at the Courthouse Executive Conference room.

The board will also meet with the County Council in a joint meeting on Wednesday, February 9, 2022, at 6:00PM

#### **Item 5 Adjournment**

Treasurer Novak motioned to adjourn, Board Member Bosworth seconded the motion, a vote was called, all ayes, motion passed adjourned at 7:16PM

1 Chair Andersen called the meeting to order at 4:00PM

2 **Board Members Present**

3 Chair Roger Armstrong  
4 Vice Chair Jim Rees  
5 Treasurer Michael Novak  
6 Melanie Bosworth - Excused  
7 Louise Willoughby  
8 Michelle Andersen  
9 Chris Robinson  
10 Ari Ioannides  
11 Don Donaldson

**Staff Present**

Chief Ben Nielson  
Tyler Rowser, District Clerk  
Ryan Stack. Deputy County Attorney

12  
13 **Public Present**

14 Mike Grant  
15 Margarita Richins

16 *Mike Novak's Wife and Grandson*

17 **Public Present Electronic**

18 Gale Pace  
19 KPCW  
20 Toria Barnhart

Bryce Boyer  
18014502749  
Tom Fisher

21  
22 **Item 2 Roll Call**

23 A quorum was present.

24 **Item 3 Pledge of Allegiance**

25 Chair Armstrong lead the board and public in the Pledge of Allegiance

26 **Item 4 Work Session**

27 a. **Discussion with Chief Nielson of his plan to restaffing the**  
28 **department**

29 The board and chief had a discussion on how to restaff the department  
30 and brining a new culture into the department. Along with setting up a  
31 formal application and interview process, to restaff and going into the  
32 future.

33 b. **Discussion of goals for the next 30 and 60 days**

Chief Nielson talked about his plan for the next 30 to 60 days for staffing and getting his feet under him with running the department.

**Item 5 Regular Meeting**

**A. Discussion and possible recommendation to the Summit County Council, to extend the Inter Local Agreement with Park City Fire District for short term fire protection service.**

Chief would like to extend the ILA 2 weeks, but we also have to give PCFD notice 2 weeks in advance from the following 2 weeks, if we feel we will need them.

Board Member Robinson motioned to extend the ILA 2-week, not to exceed, \$39,200 with an option to extend an additional 2 weeks, Board Member Andersen seconded the motion, a vote was called, all ayes, motion passed.

**Item 6 Adjourn**

Board Member Robinson motioned to adjourn, Board Member Ioannides seconded, a vote was called, all aye, Adjourned at 5:43PM

1 Chair Armstrong called the meeting to order at 2:02PM

2 **Board Members Present**

3 Chair Roger Armstrong

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Melanie Bosworth

7 Michelle Andersen - Electronic

8 Louise Willoughby - Electronic

9 Chris Robinson - Electronic

10 Ari Ioannides - Excused

11 Don Donaldson - Excused

12  
13 **Public Present**

14 None

15 **Public Present Electronic**

16 None

17 **Item 2 Roll Call**

18 A quorum was present.

19 **1. Regular Meeting**

20 **a. Discussion and possible approval of an extension to the Inter**  
21 **Local Agreement with Park City Fire District for short term**  
22 **fire protection service.**

23 The board discussed the extension to the ILA. Ryan walked through  
24 the changes that PCFD made, were increase in the biweekly fee to  
25 \$41,706 this is for the personal, engine and a brush truck, and an  
26 additional \$1,500 for supplies that they bought.

27 Board Member Robinson motioned to approve the ILA as amended by  
28 PCFD, and allow the County Attorney and Chair Armstrong to make  
29 the determination as to if we need to have the second 2 weeks,  
30 Treasurer Novak seconded, a vote was called, all ayes, motion passed.

31 **2. Adjourn**

32 Treasurer Novak motioned to adjourn, Board Member Bosworth seconded, a vote  
33 was called, all ayes, adjourned at 2:24PM

1 Chari Armstrong called the meeting to order at 5:02PM

2 **Board Members Present**

3 Chair Roger Armstrong

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Melanie Bosworth

7 Louise Willoughby *joined during Closed*

8 Michelle Andersen

9 Chris Robinson *joined during Closed*

10 Ari Ioannides

11 Don Donaldson - Excused

12  
13 **Public Present**

14 John Haderlie

15  
16 **Item 2 Roll Call**

17 A quorum was present.

18 **Item 3 Pledge of Allegiance**

19 Chair Armstrong lead the board and public in the Pledge of Allegiance.

20 **Item 4 Closed-door meeting in compliance with Utah Code §52-4-205(1)(a) –**

21 **Personnel**

22 Board Member Ioannides motioned to go into closed door session for personal, Board

23 Member Bosworth seconded the motion, a roll call vote was called,

24 Board Member Bosworth Aye

25 Board Member Ioannides Aye

26 Board Member Andersen Aye

27 Treasurer Novak Aye

28 Vice Chair Rees Aye

29 Chair Armstrong Aye

30 Board Member Robinson not present

31 Board Member Willoughby not present

32 Motion passed, closed session for personal began at 5:04PM, in the Executive

33 Conference Room, present in the meeting were all board members that voted, board

**Staff Present**

Ben Nielson, Fire Chief

Tyler Rowser, District Clerk

Ryan Stack. Deputy County Attorney

**Public Present Electronic**

Tom Fisher



members Robinson and Willoughby joined during the closed session, Tom Fisher, Ben Nielson, Ryan Stack.

#### **Item 5 Reconvene in Open meeting**

The public meeting reconvened at 5:50PM

#### **Item 6 Work Session**

##### **a. Presentation and discussion of the 2021 Audit**

John Haderlie, CPA at Larson & Company, PC presented the audit of the 2021 financial to the board and the public.

##### **b. Discussion on how the board would like meeting minutes kept**

The board discussed how detailed they would like to keep the board meeting minutes going forward. District Clerk Rowser discussed that under new legislation that they could be a brief description if the district wanted to buy the software to allow for indefinite retention of the recordings and to provide a link in the online posted minutes to the exact part of the recording where the topic begins. Chair Armstrong wanted Clerk Rowser to work with County Clerk Eve Furse to see if we can buy an additional license under the counties software or if we would have to purchase our own.

##### **c. Committees**

Chair Armstrong would like to propose the following committees:

###### **Policies Committee**

Louise Willoughby Chair, Christ Robinson, Michelle Andersen, Ryan Stack and Chief Nielson

###### **Finance Committee**

Mike Novak Chair, Chris Robinson, Melanie Bosworth, Matt Leavitt, Tom Fisher, and Chief Nielson

###### **Capital projects Committee**

Ari Ioannides Chair, Don Donaldson, Jim Rees, Mike Novak, Matt Leavitt, Tom Fisher, and Chief Nielson

##### **d. Strategic Planning**

The board discussed the need for a good strategic plan to be able to move forward with Truth in Taxation (TNT) in the fall. The work of the 3 committees will tie into this plan, to help paint a picture of the districts needs and goals going forward to the community.

#### **Item 7 Consideration of Approval**

##### **a. Discussion and approval of account signers on the Zions Bank account**

71 Board Member Robinson motioned to appoint Chief Ben Nielson,  
72 Board Chair Roger Armstrong, and Treasurer Mike Novak to be the  
73 account signers on the Zions Bank Checking Account, Board Member  
74 Willoughby seconded the motion, a rollcall vote was called,  
75 Board Member Ioannides Aye  
76 Board Member Andersen Aye  
77 Treasurer Novak Aye  
78 Vice Chair Rees Aye  
79 Board Member Bosworth Aye  
80 Board Member Robinson Aye  
81 Board Member Willoughby Aye  
82 Chair Armstrong Aye  
83 All ayes, motion passed.

84 **b. Chief's Report**

85 Chief Nielson reviewed the upcoming firework rules by the state fire  
86 marshal's office, and he has been getting calls about sky lanterns and  
87 that because they can't be controlled where they land, so we will not be  
88 permitting them at all. Reviewed vehicle replacement schedules they  
89 he has been putting together. Reviewed the number of calls, and what  
90 areas are they happening in. Chief touched on the tax rates,

91 **c. Review and possible approval of Accounts Payable**

92 Board Member Willoughby motioned to approve the accounts payable,  
93 Board Member Ioannides seconded the motion, a vote was called, all  
94 ayes, motion passed.

95  
96 **Item 8 Adjourn**

- 97 a. Board Member Ioannides motioned to adjourn, Board Member  
98 Willoughby seconded the motion, a vote was called, all ayes, adjourned  
99 at 7:30PM