

# **Moab Valley Fire Protection District Commission Meeting**

**45 South 100 East, Moab Utah 84532**

**November 15th, 2022-4:00 PM**

## **A. Call to Order:**

1. The meeting was called to order by Chairman Archie Walker at 4:03 p.m.
2. Commissioners Present: Chairman Archie Walker, Commissioner Jim McGann, Commissioner Charlie Harrison
3. Staff Present: Chief T.J. Brewer, Fire Inspector Brandon McGuffee, Administrator Cathy Bonde, Emergency Coordinator Shea Walker, Operations Coordinator Ryan Burraston

## **B. Citizens to Be Heard:** None present.

## **C. General Business:**

1. Commissioner Harrison motioned to approve minutes from the October 18, 2022 regular meeting. The motion was seconded by Commissioner McGann and passed unanimously.
2. Commissioner Harrison motioned to approve minutes from the October 24, 2022 special meeting. The motion was seconded by Commissioner McGann and passed unanimously.
3. Commissioner Harrison motioned to approve minutes from the November 1, 2022 special meeting. The motion was seconded by Commissioner McGann and passed unanimously.
4. Commissioner Harrison motioned to approve bills. Commissioner McGann seconded, and the motion passed unanimously.

## **D. Chief's Report:**

1. Chief Brewer reported there were 20 calls to service since the last Commission meeting.
2. Chief Brewer informed the Commission that multiple meetings and drills have been recently attended. Numerous meetings have taken place within the Department, and

Fire drills have been performed at multiple schools. In addition, meetings have taken place with Pathway Associates, the radio task force, and dispatch.

3. Community event participation included volunteers Mason Tranter and Steele Crandall taking an engine to the annual truck or treat, volunteer Matt Niesen providing a ride on the ladder truck to the mountain bike team in celebration of taking state.
4. Fire prevention week has wrapped up. The Chief thanked Brandon McGuffee and the rest of the firefighters who participated in educating our youth on fire safety topics. 21 students participated in the program this year.
5. We are moving forward with the creation of the water rescue team, and Shea Walker is participating in meetings for this.
6. The I-Spy software has proven beneficial to the Department.
7. The new radios are working well on the system.
8. A grant application was submitted through UCA to acquire more radios. The grant offers a discount of 70%. We will be getting dual band radios which will help with the issue of not being able to talk to certain public safety groups, primarily wildland personnel.
9. Pie night is taking place November 18<sup>th</sup>, and the Annual Banquet is December 14<sup>th</sup>. Preparations are underway for both.
10. Engine 466 has been sent to McCandless Truck in Grand Junction for a head gasket leak. After diagnosis, we were informed that the motor will need an in frame rebuild.
11. We had a very successful Mass Casualty Incident training. The scenario was a hazmat leak at the City recreation center. Moab City Police, Grand County EMS, and Grand County Sheriff's Department all participated.
12. The Department had a successful 8 hour extrication training that was well attended.

**E. Old Business:**

1. Annexation – Chief Brewer informed the Commissioners that District staff has met again with Pathway Associates, and Pathway Associates along with Shea Walker met with Chris Baird from the County. Shea Walker briefed the Commissioners on the meeting with Chris Baird including the County's willingness to continuing providing financial support for a 5 year transition period with the County's desired outcome to be Moab Fire taking over all fire responsibility for the areas of Grand County not covered by Castle Valley Fire. The airport fire requirements may continue to stay under the authority of Grand County. Commissioners and staff also discussed staffing issues in relation to annexation.
2. Emergency Coordinator Contract – Chief Brewer stated that EMS continues to be on board with maintaining this position, and that Andy Smith will be contacting Cathy in relation to cost sharing for the position.
3. Horizon Movie Briefing – Chief Brewer informed the Commission that this commitment has been going well.

**F. New Business:**

1. 2022 Amended Budget – Cathy went over budget line items noting recent changes and the support for those changes, including moving some funds from the County for annexation to the 2023 budget. Chief Brewer asked that \$90,000.00 from Contribution

to fund balance be moved to Capital Equipment. Chair Walker motioned to send the 2022 amended budget, including the movement of funds to Capital Equipment, to public hearing on Thursday, December 8<sup>th</sup>. Commissioner Harrison seconded and the motion passed unanimously.

2. 2023 Proposed Budget – Cathy went over some recent changes to the 2023 budget including adding district expansion reimbursement from the County that will not be realized in 2022 but carried over to 2023. This amount was subsequently added to the Other Professional Services expense line item. In addition, the interest income line item was increased due to current trends. Education and Travel line items were combined in the 2023 budget, and after some discussion Commissioner McGann asked that they be left separated. Of the combined line item, \$4000.00 was allocated to Education and \$14,000.00 was allocated to Travel. Commissioners also discussed revisiting our procurement policy. Chair Walker motioned to send the 2023 proposed budget, including the discussed changes in line items, to public hearing on Thursday, December 8<sup>th</sup>. Commissioner Harrison seconded the motion. Commissioner McGann stated concerns about compensation in the 2023 budget as well as impacts on future budgets. Some discussion was had on the subject including comparisons to the County's pay scale as well as the County's 2023 COLA proposal for their employees. Additional discussion included a grade and step policy and how the previously approved grade and step policy was unsustainable. It was generally agreed that the grade and step policy should be revisited. Chair Walker called for the vote, and the motion carried with Chair Walker and Commissioner Harrison voting in favor. Commissioner McGann voted against the motion.
3. 2023 Meeting Schedule – Chief Brewer suggested an option of holding regular meetings every other month with workshops scheduled in between to work on larger issues. Commissioners preferred to continue meeting monthly following the current schedule meeting the third Tuesday of the month at 4:00 p.m.

**H. Adjourn:**

1. Chair Archie Walker adjourned the meeting at 5:22 p.m.

**Date** \_\_\_\_\_

**Archie Walker, Chair**

**Attest:** \_\_\_\_\_

**Cathy Bonde, Clerk**