

PENDING MINUTES* OF ADMINISTRATIVE CONTROL BOARD MEETING
DAMMERON VALLEY FIRE SPECIAL SERVICE DISTRICT BOARD
7:00 p.m. June 16, 2022

Board Members:
Chair: Mack Sorensen Vice-Chair: Larry Carlon
Treasurer: Curt Shelley
Clerk: Ryan Andersen
Member at Large: Rick Johnson

Call to order/roll call/pledge conducted by Mack Sorensen, Chair. Other Board Members present were Rick Johnson, Curt Shelley, Ryan Anderson, and Larry Carlon.

Approval of Agenda: A motion was made by Ryan Anderson to approve the agenda as presented. The motion was seconded by Curt Shelley and all were in favor. The motion passed unanimously.

Approval of Past Meeting Notes: Ryan Anderson made a motion to approve the minutes of the May 19, 2022 Board Meeting. The motion was seconded by Rick Johnson and all were in favor. The motion passed unanimously.

Consent Expenditure Agenda presented by Ryan Andersen, Clerk:

Date	Vendor/Description	Amount
10020100 - Community Center Expenses		
05/20/2022	WIFICoNext - Community Center Internet service	\$95.00
06/14/2022	Rocky Mountain Power - Community Center Electricity	\$25.16
40010104 - Chief (4401)		
06/01/2022	John Hennessey - Bi Weekly Payroll	\$1,832.49
06/15/2022	John Hennessey - Bi Weekly Payroll	\$1,832.49
40010105 - Staffing/Unit Coverage/Captain (2022)(4205)		
06/01/2022	Ryan D'Ambrosio - Unit Coverage	\$2,060.24
06/15/2022	Ryan D'Ambrosio - Unit Coverage	\$2,060.24
40010106 - EMS Trainer (4406)		
06/01/2022	Colleen Homer - Bi Weekly Payroll	\$1,099.50
06/15/2022	Colleen Homer - Bi Weekly Payroll	\$1,099.50
40020101 - Community Association Mgmt (4104)		
06/01/2022	Community Association Management (CAM) - Management Fees	\$833.33
40020103 - Professional Fees/Auditor (4309)		
06/01/2022	Employease	\$76.26
06/15/2022	Employease	\$76.26
40020106 - EMS Medical Director (4405)		
06/15/2022	Medically Sound, PLLC - Medical Director Fee	\$500.00
40020109 - Personnel (4408)		
06/01/2022	Skyler Skinner - Bi Weekly Payroll	\$500.00
06/15/2022	Skyler Skinner - Bi Weekly Payroll	\$500.00
40020300 - Insurance (4135)		
05/27/2022	Utah Local Governments Trust - Workers Comp	\$492.00
40030000 - Utilities/Telephone (4410)		
06/14/2022	Rocky Mountain Power - Fire Station	\$203.89
06/14/2022	Empire Waste Services - Waste Removal	\$57.82
06/16/2022	Feld Fire - Ferno Medical Traverse Rescue Stretcher	\$1,152.24
40030400 - Radio & Comm Devices (4307)		
05/26/2022	VISA - Amazon - Batteries & Antenna	\$232.00
40050003 - Wildland Program (4206)		
06/02/2022	Hunter Wolfe - Wildland Cots	\$212.88
06/14/2022	Mack Sorensen - Wildland Deployment Expenses	\$1,000.00

40050200 - Supplies Fire/EMS and Restock (4156)		
06/02/2022	JH Visa - Lowes - Bug Spray	\$15.82
06/02/2022	JH Visa - Costco - Laptop	\$808.36
06/02/2022	JH Visa - Amazon - Lights for Training Room	\$164.02
06/02/2022	JH Visa - Harbor Freight - Three Storage Cabinets	\$539.97
06/02/2022	Skyler Skinner - Apparatus Cleaning Supplies	\$43.62
06/02/2022	JH Visa - Amazon - Printer Toner	\$263.76
06/02/2022	JH Visa - Amazon - Dremel	\$25.54
06/02/2022	Medline - Medical Supplies	\$660.79
06/16/2022	Medline - Medical Supplies	\$1,505.03
06/16/2022	Airgas - Oxygen	\$44.82
06/14/2022	CAM - Copies/Postage/Envelopes	\$111.80
40050201 - Fuel & Oil (4302)		
06/06/2022	WEX Fleet Universal	\$880.69
40050204 - Uniforms (4158)		
06/02/2022	JH Visa - WPSG - Uniform Badges (\$1424.08 - \$85.68 credit)	\$1,338.40
40050501 - Community Outreach Initiative		
06/02/2022	VISA - Harmon's - Community Wildfire Prep & Awards Picnic	\$235.74
06/02/2022	VISA - Family Dollar - Community Wildfire Prep & Awards Picnic	\$11.43
06/02/2022	VISA - Costco- Community Wildfire Prep & Awards Picnic	\$136.91
40050600 - Repair & Maintenance (4312)		
06/02/2022	JH Visa - Home Depot - Station Maintenance Supplies	\$49.73
06/16/2022	Jeff Truax - Home Depot - Station Light Parts	\$82.65
40050603 - Fire Vehicle Repair & Maintenance (4314)		
05/27/2022	Montella Enterprises - Mobile service, recharge AC System, refrigerant, shop supplies	\$311.62
06/14/2022	Firetrucks Unlimited - Apparatus Repairs	\$2,993.88
TOTAL EXPENDITURES PENDING APPROVAL		\$26,165.88

A motion was made by Rick Johnson to approve the expenditures as presented. Larry Carlon seconded the motion and all were favor. The motion passed unanimously. Mack Sorensen explained that the stretcher purchased is going into Chief's truck which is now ready to deploy. Additionally, there is a paramedic on staff and there is a \$1,000.00 expense for deployment for that personnel when deployed. Curt Shelley explained that credit cards for the personnel weren't obtained because it requires personal information which the Board does not want to require.

Treasurer's report: Financials as of 2022 as presented by Curt Shelley, Treasurer.

- Operating account balance: \$188,120.85
- Reserve account balance: \$10,025.84
- Assigned Funds (Grants): \$11,530.95
- Capital Project account balance: \$75,472.38
- BY 2022 Operating Income YTD (Fees, MOUs for Red Card/Brush, Donations, Misc.): \$200,134.40
- BY 2022 Operating Expenses YTD: \$132,080.00
- MOU and Grant income YTD total: \$9,420.00

Mack Sorensen explained that Curt Shelley has spent thousands of hours getting the financials in line with the growing pains that have occurred. Curt Shelley presented information pertaining to an audit that was required because of the community center donation that pushed the SSD over a threshold where an agreed upon procedures report had to be created and conducted by an outside auditor. We have that completed and filed with the State and it was determined that there are no issues with our procedures. Due to the upcoming consolidation, this process will be repeated again in the future for 2022. The audit committee was thanked for all of their work in this regard. Curt Shelley thanked the audit committee and the Board for the work done to create and abide by policies, procedures, and the governance process, there were no exceptions or issues with any of those categories.

Fire Chief Report presented by Captain D'Ambrosio - There have not been many changes to the status' within the Chief's Report since last month, however, there will be a change in the apparatus status next month. 4,000 training hours have been completed. Response times are currently at 7 minutes in comparison to 8 minutes this time last year thanks to the reserve program consisting of two triple certified personnel that are available 24/7. Nine students passed the EMS Academy today out of 11 and there are a couple more waiting for national registry test. Hazmat classes are underway. There are 15 students from DVFR signed up for the fall fire academy, not including outside the department.

There are a couple of grants waiting to be submitted. Hydrant testing is 110% complete including pressure testing. A couple of hydrants are around 500 gpm which is not going to work for a structure fire. The Department is getting a new type one engine. Captain D'Ambrosio thanked the County Commissioner, the Board, and the Chief for the work done in order to obtain the new engine. The Department will be getting \$100,000 worth of equipment on the engine replaced. The new engine is expected to be in service the second week of July. Burn season is officially closed and State 1 fire restrictions are currently in place. In regard to deployment status, the Ram is fully equipped with gear and is ready to go and be deployed 24/7. In regard to updates concerning the Western Fire District, the Chief has been instructed by the County to build a budget and all of the Districts information has been submitted. The training room is done as Hunter, Colby, Vasha, Dalton, and Ben have done a massive amount of work. The next step is making the office hallway more functional for 24-hour staff. Chief Hennessey would like to add two more bedrooms which will be needed as the reserve program grows. Rick Johnson inquired about how many of the EMS class that was 15 strong with 9 passed is within the Dammeron Valley service area and will be with this department. Captain D'Ambrosio clarified that they are all currently in the DV department regardless if they are local to Dammeron Valley. However, one individual is local to the Valley, but all of them are part of the Fire Department. They have to provide 48 hours a month staffing the fire station. Mack Sorensen added that five of them have full time jobs at other departments and still come back here to volunteer, including one in Clark County. He further added that a young person can come here to train and fulfill a responsibility to this station, and then they can go and make a living. Rick Johnson inquire if there are any other departments that provide such an all-encompassing program. Captain D'Ambrosio stated that Colorado City is the only one at the same level with almost the same requirements. Larry Carlon inquired about the two fire hydrants that are below the necessary GPM for structure fires, and when they will be repaired or brought back to meet the minimum requirements. Mack Sorensen stated that Trent Bowler has been notified. There are three that aren't working and there are two they can't do much about as they are close to the tanks. It's due to the location as the elevation doesn't provide proper water pressure. They do have enough hose to reach the house up on the hill. Curt Shelley recognized the effort of Chief Hennessey to prepare a report about the condition of this engine and Captain D'Ambrosio's efforts as well. Mack Sorensen explained the events that led to obtaining a new engine. The old engine has been being repaired often and is beyond repair at this point. A year ago, there was a need for a new engine, however, the County indicated that the Department could not take on any debt. After several meetings with the County, they agreed to purchase a brand-new fire engine which is a \$550K investment with \$100K in equipment. Invoices were sent to the County and approved at the last County Commissioners meeting and it won't cost Dammeron Valley a thing. Captain D'Ambrosio added that it is an urban wildland engine, which is a little shorter and is designed by California emergency management. They worked about ten years on the specs to make it perfect. The apparatus gives the Department the ability to go up every driveway in Dammeron Valley. Top of the line equipment is being obtained that will provide the ability conduct tasks that currently cannot be done. Response times will be met better because the current engine's speed is unpredictable. The new engine will cut down on maintenance costs as well. Ryan Anderson explained that he went to a grant meeting about two months ago where two departments that requested funds fire engines through the State. The lead time to obtain an engine in that process is a year. If you try to order one, it would also be a year or more. The fact that they were able to find a brand-new truck that is going to be in service in a month is nothing short of miraculous. It took all of the effort of our leaders and going to the County to get that done. There is a grant in for a water tender. We were going to toss that out for a truck. After the meeting, Ryan Anderson asked the gentleman with the State why those two Departments were not provided trucks. He said it was due to the lack of fire fighters which would cause the truck to sit in the station. Therefore, it was an easy decision for the County.

Update SR18 Consolidation. Mack Sorensen explained that the consolidation is going to happen with a timeline of about 60 days where they have to get this done and there will be a new board which will come from a wider population. The County has to provide startup funds in which they asked Chief Hennessey to put together a budget for it. We have an amazing human being and human beings in this station daily. Sunday night, Chief Hennessey was here, they were all discussing strategy, they have the trucks out, and they are working.. The consolidation is a done deal and will be an adjustment for everybody but those in Dammeron Valley where it will be a smooth transition. Dammeron Valley is not going to give up any kind of service, rather, it's going to enhance the service in this station. Curt Shelley explained that there is going to be a lot of activity in the next few months. Fees collected this year will be used this year. The new board will be setup and will work in parallel through the end of the year and they have to be in place to set a budget and be prepared for 2022. Mack Sorensen added that there will not be any difference in operations, however, the new district will be better funded and it will make the whole corridor safer.

Park Report presented by Mack Sorensen. The railroad ties have been put back together. There are a couple of bids coming in next week to add new chips were obtained. We are getting wood chips to spec, not rubber, from a place in Parowan or Arizona - whichever is cheapest, will be purchased next week. A wood chipper is going to be rented for \$900 from Ahern up to six-inch limbs. There is not currently a time scheduled, however it will happen sometime in July after the 4th and will be here for a week for certain hours to be operated by someone who is trained to run it. It will be located over by the community garden. The people at the community garden are chipping in \$200 and Brooks Pace is

chipping in \$300, therefore, the district will only pay \$400. Last year, the SSD paid \$3,500 for the dumpsters. Mack Sorensen explained when the playground was installed, it was a very controversial subject. 21 people voted not to get the already purchased playground equipment. Brooks Pace wrote a check for \$5,000 that night. The DVLA paid another \$3,000.00 and the SSD paid \$2,000. The Valley has come a long ways. We finally have the trust of the community.

Dammeron Valley Helping Hands Update presented by Ryan Anderson thanked everyone who showed up for the park. or 3 other projects have been completed this past month and they are looking for more. If you know someone that needs service, Ryan would be happy to talk to them. On Saturday, a trench was dug. A lot of work has been done at the community garden. Projects are announced and within 24 hours there are volunteers for help. He expressed his gratitude for the people in the community that stepped up and made this fire department possible that has led to the level of service the Valley is now accustomed to.

Roger -?? Thanked the Board for their time and service as well as the personnel. He inquired if the new SSD Board will consist of the current Board Members. Mack Sorensen explained that the new members are unknown at this time as they will be appointed by the County. They will choose very capable people to do it. They have moved away from requiring a certain amount members from each community, rather, it will be consist of five of the most qualified members. Roger inquired if the proposal from Gold Cross is off the table for the County. Mack Sorensen explained that the SSD has tabled the idea of the transport license for now and is focusing on a paramedic license. Roger inquired if Dammeron Valley will be the headquarters for the new District. Mack Sorensen confirmed, explaining that Chief Hennessey will remain the Chief. As that position will be appointed by the new Board, there is an attempt to ensure there are parameters in place that the new Board must follow to ensure the level of service does not decrease which Chief Hennessey is handling and preparing for. Mack Sorensen added that Gil Almquist is the only County Commissioner on the ballot in the upcoming election and encouraged the public to vote for him as he made the case and stepped up for this Department and the new District, as well as in obtaining the new Engine.

David Fulford inquired about the contract in place with Gold Cross currently. Mack Sorensen stated that it is a State contract and Gold Cross has been in negotiations with the County for many months. Gold Cross is discussing stationing an ambulance somewhere along the corridor. The DVFR will provide the highest level of care until transport arrives. They ran out of ambulances the other day and that happens every week and sometimes multiple times a day. They are going to have to figure it out as the DVFR cannot provide transport without approval of the County.

Ryan Anderson made a motion to adjourn the meeting. The motion was seconded by Rick Johnson and all were in favor. The motion passed unanimously and the meeting was adjourned.

**The Administrative Control Board of the DVFSSD has not yet approved the presented minutes and such minutes are subject to change until the Administrative Control Board approves them.*