



South Davis Metro Fire Service Area

Meeting of the Administrative Committee

255 South 100 West, Bountiful, Utah

January 9, 2020

3:00 p.m.

COMMITTEE ATTENDANCE:

NAME	POSITION / CITY REPRESENTED
Curtis Koch	Davis County
Brant Hanson	Centerville
Ken Leetham	North Salt Lake
Gary Uresk	Woods Cross
Gary Hill	Bountiful
Duane Huffman	West Bountiful

STAFF PRESENT:

Jeff Bassett, Fire Chief

Jessica Hardy, Accountant

Dane Stone, Deputy Chief

Nikki Dandurand, Secretary

Dave Powers, Deputy Chief

Mr. Huffman is directing until Mr. Leetham can join the meeting.

APPROVAL OF MINUTES

Mr. Uresk moved to approve the minutes, Mr. Hill seconded the motion. All vote "aye" in favor.

DISCUSSION REGARDING SALARY AND BENEFITS RFP

Chief Bassett stated there is currently \$20k for this item. We can either do an in-house survey or an RFP, but we would like to finish this soon so it can be included in the new budget. Ms. Hardy has attached a questionnaire that would be used. Mr. Huffman stated he would be interested in an outside party conducting the survey, but potentially providing specific benefits data using in-house staff.

Mr. Ken Leetham joined the meeting.

Mr. Hill stated he would also like an independent study done, to supplement with our in house information. Deputy Chief Powers stated that we are in a different market than in previous years. He suggested we look at job descriptions as well. Chief Bassett said that if the RFP process is wanted, there

would need to be 3 bids submitted. He would like to get this out asap, so the information collected could be reviewed at the next meeting.

Mr. Huffman turns the meeting over to Mr. Leetham.

DISCUSSION REGARDING FIRE CODES

Chief Bassett would like all the cities to incorporate the verbiage listed in the current fire code in their ordinances, not the specific code date.

FIRE CHIEF REPORT

Chief Bassett stated the total repair cost to Station 85 for the water line break was \$25k. This was turned into our insurance company. Engine 81 lost a turbo engine will be approximately \$9k to repair. There is a paramedic meeting next week on January 15th at 8:30am. Board Meeting on Monday will be cancelled because there are no items that need attention at this time. There is concern about the elevation law for campfires. There is support to raise the elevation rule from 5200 ft. to 6500 ft. Mr. Huffman did inquire about the subcommittee group to discuss the fund balance policy, which Chief responded that Lewis/Young are working on it.

ADMINISTRATIVE CHAIR UPDATE

n/a

ADJOURNMENT:

Mr. Leetham moved to adjourn the meeting with Mr. Hanson seconding the motion. All voted in favor.

Ken Leetham, Chair

Nicole Dandurand, Secretary