

SOUTH DAVIS METRO FIRE SERVICE AREA
BOARD MEETING
June 17, 2019

The South Davis Metro Fire Service Area Board of Trustees held a meeting on June 17, 2019 at 5:45 p.m. at the South Davis Metro Fire Service Area Station #81, 255 South 100 West, Bountiful, Utah.

CONDUCTING: Commissioner Randy Lewis

BOARD MEMBERS PRESENT:

Bob Stevenson
Rick Earnshaw
Leonard Arave
Randy Lewis
Ken Romney
Randy Lewis
Clark Wilkinson

STAFF PRESENT:

Jeff Bassett, Fire Chief
Dane Stone, Deputy Chief
Dave Powers, Deputy Chief
Ken Leetham, Administrative Committee Chair
Jessica Hardy, Accountant
Todd Godfrey, Attorney
Nikki Dandurand, Secretary

Commissioner Lewis stated that this was a regularly scheduled meeting and a notice of time, place, and agenda had been sent to the newspaper and to each member of the Board prior to the meeting.

APPROVAL OF THE MINUTES FOR MAY 2019

Commissioner Lewis presented the minutes for the May meeting. Commissioner Stevenson moved to approve the minutes as written with Commissioner Arave seconding the motion. All voted in favor.

APPROVAL OF THE MAY 2019 FINANCIAL REPORT - JESSICA HARDY

Jessica Hardy reviewed with the Board the proposed financial budget report for the period ending May 2019.

FINANCIAL REPORT FOR MAY 2019

General Fund Cash Balance	\$4,573,293.00
Total Cash	\$6,240,194.00
PTIF rate	2.8984%
Property tax received	\$31,529.01

IMPACT FEES COLLECTED MAY 2019

<u>City</u>	<u>Amount</u>
Bountiful	\$644.00
Centerville	\$1,908.39
North Salt Lake	\$0.00
W. Bountiful	\$0.00
Woods Cross	\$0.00

Commissioner Romney moved to approve the April 2019 Financial Statement as presented with Commissioner Earnshaw seconding. All those present voted "aye."

APPROVAL OF MAY 2019 DISBURSEMENTS - JESSICA HARDY

Jessica Hardy reviewed with the Board the disbursements for the month of April 2019.

MAY 2019 DISBURSEMENTS

Frank Murdock - Project Management Fees	\$2,500.00
Dept. of Public Safety – L.O.D.D. Participation (FY19-20)	\$8,550.00
SLC Fire Dept. – Recruit Training Academy	\$9,282.00
Bountiful City – Series 06 Bond Proportionate Payment	\$81,095.00
L.N. Curtis – Edraulic Cutter, Spreader and RAM	\$31,032.00
L.N. Curtis – New Turnout Gear for New Recruits	\$13,026.00
Target Solutions – Annual Renewal (FY19-20 Prepaid)	\$8,307.46

After all questions were answered Commissioner Arave moved to approve the April 2019 disbursement statements as presented with Commissioner Stevenson seconding. All those present voted "aye."

CONSIDERATION OF FY 2019 AMENDED BUDGET - JESSICA HARDY

- a. **PUBLIC HEARING ON AMENDED FY 2018-19 BUDGET**
- b. **PUBLIC HEARING**
- c. **CONSIDERATION OF RESOLUTION 2019-04 - AMENDED FY 2018-19 BUDGET**

Jessica Hardy stated that the current budget can be adjusted up to two times in the year. This is the first adjustment for this budget year. Ms. Hardy reviewed the expenses that were adjusted. Chief Bassett also mentioned that apparatus maintenance costs are over budget. A question was raised by the Board about the costs, which the Chief explained was due to the age of the engine fleet. A follow up question was raised to the age of the oldest engine. The Chief responded it is a 2001. Expenses are waiting until the new budget year is approved. All those present voted "aye."

*PUBLIC HEARING
OPEN 5:57 P.M.
CLOSED 5:58 P.M.*

NO COMMENTS WERE MADE.

Commissioner Romney moved to approve the amended budget for FY 2018-19 with Commissioner Earnshaw seconding. All those present voted "aye."

CONSIDERATION OF FY 19-2020 BUDGET AND 2019 AD VALOREM TAX RATE

a. PUBLIC HEARING ON FY 2019-20 BUDGET

b. CONSIDERATION OF RESOLUTION 2019-05 , FY 2019-20 BUDGET AND 2019 AD VALOREM TAX RATE

Ken Leetham stated the proposed budget is recommended by the Administrative Committee. Mr. Leetham discussed the need for a fund balance policy and the Administrative Committee will start working on the policy and bring it to the Board in August. Commissioner Earnshaw asked about how much the fund balance should be, and how the use of the fund balance is available to offset the cities contributions. Chief Bassett stated this will be a discussion item with the Administrative Committee, but stated the use of fund balance is not sustainable. Mr. Leetham stated the Administrative Committee had the same concerns, and a difference of opinion for the remaining fund balance. Chief Bassett stated the property tax increase from three years ago was to help for the next 5-6 years and we are on track to use that. The Administrative Committee also suggested changing our funds from enterprise to government funds. The Administrative Committee will be working on a policy with these funds and will bring it to the Board when ready.

Commissioner Stevenson asked if another station is needed for the future. Chief Bassett stated it just depends on the type of development the cities build. It's just a matter of when and where. Commissioner Stevenson asked if impact fees would be affected. Chief Bassett stated again, it just depends on what's developed.

PUBLIC HEARING

OPEN: 6:18 P.M.

- Gary Davis - Bountiful resident - impressed with finances, accounting and the great services the department provides

CLOSED: 6:19 P.M.

Commissioner Earnshaw moved to approve FY 19-20 budget, the Ad Valorem Tax Rate and Resolution 2019-05, seconded by Commissioner Romney. A roll call vote was taken, with all in attendance stating "aye."

CONSIDERATION OF APPROVING AN AUTOPULSE FROM ZOLL EQUIPMENT - CHIEF BASSETT

Chief Bassett stated this item will go to the Foxboro ambulance and will be our fourth piece of equipment. Commissioner Romney moved to approve the purchase as presented with Commissioner Stevenson seconding. All those present voted "aye."

CONSIDERATION OF THE CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT) - CHIEF BASSETT

Ms. Hardy stated in March 2019, an application was submitted for Station 84. Today's consideration is to accept the agreement/terms. Commissioner Earnshaw moved to approve the grant agreements as presented with Commissioner Romney seconding. All those present voted "aye." Commissioner Stevenson abstained his vote.

CONSIDERATION OF APPROVING RESOLUTION 2019-06, ADOPTING NEW FEE SCHEDULE

a. PUBLIC HEARING

b. CONSIDERATION OF RESOLUTION 2019-06, FEE SCHEDULE

Chief Bassett explained the adjusted fees and the new fees regarding use of the training rooms at the Fire Stations.

PUBLIC HEARING

OPEN - 6:29 P.M.

CLOSED - 6:30 P.M.

NO COMMENTS WERE MADE.

Commissioner Stevenson moved to approve Resolution 2019-06 as presented with Commissioner Arave seconding. A roll call vote was made with all those in attendance stating "aye."

FIRE CHIEF REPORT - CHIEF BASSETT

Chief Bassett stated the new truck will be here next week, there was a car/pole fire in West Bountiful and a house fire in Woods Cross. Station 83 is still on budget and schedule and the parking lot at Station 85 is complete. The water pumpkin was also delivered and filled to test it.

ADJOURNMENT:

Commissioner Stevenson made a motion to adjourn the Board meeting, Commissioner Earnshaw seconding the motion. All voted in favor

Randy Lewis, Chair

Nicole Dandurand, Clerk