



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES/
LOCAL BUILDING AUTHORITY**

Station 41, 381 North 3150 West
West Point City, UT 84015
(801)525-2850 ext. 101
www.northdavisfireut.gov

*Brian Vincent, Chair
Nancy Smalling, Vice-Chair
Mark Shepherd, Member
Scott Wiggill, Member
Annette Judd, Member
Jerry Chatterton, Member
Megan Ratchford, Member
Tim Roper, Member
Ricky Carlson, Member

Mark Becraft, Fire Chief
Curt King, Deputy Fire Chief*

**BOARD OF TRUSTEE MEETING
Thursday, October 24, 2024, at 6:00 PM
Station 41, 381 N 3150 W, West Point City, UT 84015**

Board Members Present – Chair Brian Vincent, Vice-Chair Nancy Smalling, Tim Roper, Mark Shepherd, Annette Judd, Megan Ratchford, Ricky Carlson, and Jerry Chatterton

Excused: Scott Wiggill

Staff Present – Chief Mark Becraft, Deputy Chief Curt King, and Misty Rogers

Visitors – Deputy Fire Marshal Mike Rawlings, Chief Weekes, Captain Oliver, Amber King, Firefighter Baxter, Firefighter Rast, Firefighter Stephens, Firefighter Hone, Firefighter Toone, Firefighter Hilton, Firefighter D. Sorensen, and Firefighter Sholly

Board of Trustee Work Session – 6:00 PM

- 1- Call to Order – Chair Vincent welcomed those in attendance.
- 2- Badge Pinning for New NDFD Firefighters

Chief Becraft and Deputy Chief King conducted a badge pinning ceremony for Firefighter Sholly and Firefighter D. Sorensen.

- 3- Discussion of North Davis Fire District

Board Member Shepherd motioned to adjourn. Board Member Ratchford seconded the motion. The motion passed.

Board of Trustee Meeting – 6:15 PM (immediately following the work session)

Board Members Present – Chair Brian Vincent, Vice-Chair Nancy Smalling, Tim Roper, Mark Shepherd, Annette Judd, Megan Ratchford, Ricky Carlson, and Jerry Chatterton

Excused: Scott Wiggill

Staff Present – Chief Mark Becraft, Deputy Chief Curt King, and Misty Rogers

Visitors – Deputy Fire Marshal Mike Rawlings and Amber King

1. Call to Order
2. Invocation or Inspirational Thought – Provided by Board Member Judd
3. Pledge of Allegiance
4. Citizen Comment
5. Consideration of Approval of Minutes from the June 20, 2024, and August 8, 2024, Board Meetings

Board Member Shepherd motioned to approve minutes from the June 20, 2024, and August 8, 2024, Board Meetings. Board Member Roper seconded the motion. The motion passed.

6. Consideration of Approval of the North Davis Fire District Bills for June 2024, July 2024, and August 2024

Board Member Roper motioned to approve the North Davis Fire District bills from June 2024, July 2024, and August 2024. Board Member Chatterton seconded the motion. The motion passed.

7. Consideration of Approval of the North Davis Fire District Financial Report

Chief Becraft stated that revenues are on target. Impact fee collections are up, which will benefit the district.

Board Member Smalling motioned to approve the North Davis Fire District Financial report. Board Member Judd seconded the motion. The motion passed.

8. Consideration of Resolution 2024R-10, approving a Memorandum of Understanding (MOU) between North Davis Fire District and Davis Technical College (DATC) and providing for an effective date.

Chief Becraft stated that the district has assisted DATC (Davis Applied Technology College) in the past with training Fire and EMS students. Approving Resolution 2024R-10 will allow NDFD to continue partnering with DATC and assist with training.

Board Member Shepherd motioned to approve Resolution 2024R-10, approving a Memorandum of Understanding (MOU) between North Davis Fire District and Davis Technical College (DATC). Board Member Ratchford seconded the motion. The motion passed.

Roll Call Vote:

Chair Vincent (non-voting)

Board Member Judd - Aye

Board Member Ratchford - Aye

Board Member Shepherd – Aye

Vice-Chair Smalling - Aye

Board Member Chatterton – Aye

Board Member Roper – Aye

Board Member Wiggill – Excused

Board Member Carlson – Aye

9. Consideration of Resolution 2024R-11, appointing Fire Chief Mark Becraft to the Board of Representatives and Deputy Fire Chief Curt King as the alternate member of the Board of Representatives of the Utah Association of Special Districts (UASD) and providing for an effective date.

Board Member Chatterton motioned to approve Resolution 2024R-11, appointing Fire Chief Mark Becraft to the Board of Representatives and Deputy Fire Chief Curt King as the alternate member of the Board of Representatives of the Utah Association of Special Districts (UASD). Board Member Smalling seconded the motion. The motion passed.

Roll Call Vote:

Chair Vincent (non-voting)

Vice-Chair Smalling - Aye

Board Member Judd - Aye

Board Member Chatterton – Aye

Board Member Ratchford - Aye

Board Member Roper – Aye

Board Member Shepherd – Aye

Board Member Wiggill – Excused

Board Member Carlson – Aye

10. Consideration of Resolution 2024R-12, amending the North Davis Fire District Personnel Policy sections 218 and 502 and providing for an effective date.

Chief Becraft provided the board of needed changes to personnel policies. Most changes are grammatical; however, sick leave use is a property of the district and a benefit protection to employees and their families.

Board Member Carlson asked if vacation buy back could be contingent upon the budget. Chief Becraft reminded the board that vacation buy back is built into the annual budget.

Board Member Judd motioned to approve Resolution 2024R-12, amending the North Davis Fire District Personnel Policy sections 218 and 502 and providing for an effective date. Board Member Ratchford seconded the motion. The motion passed.

Roll Call Vote:

Chair Vincent (non-voting)

Vice-Chair Smalling - Aye

Board Member Judd - Aye

Board Member Chatterton – Aye

Board Member Ratchford - Aye

Board Member Roper – Aye

Board Member Shepherd – Aye

Board Member Wiggill – Excused

Board Member Carlson – Aye

11. Fire Chiefs Report

Deputy Chief King informed the Board of Trustees of the following:

- NDFD responded to 345 calls in September (223 Clearfield, 50 West Point, 45 Sunset, 10 Syracuse, 8 Clinton, 5 Layton, and 4 Kaysville). Typically, if NDFD gets called to Kaysville, it is for a fire response. In September, Clinton City Paramedics transported three times and Layton City Paramedics

transported one time with an NDFD ambulance. NDFD Paramedics did respond into other cities, however our medics did not transport with another agency. Of the 345 calls during the month of September, 100 of the calls had two calls occurring at the same time, seventeen of the calls had three calls occurring at the same time, and one time four calls were occurring at the same time.

- The NDFD Fire Prevention Open Houses were well attended. We estimate 2,500 – 2,700 attendees between both open houses. Citizens gave positive feedback. People expressed learning things that they did not know. The education was a success. Deputy Chief King thanked Deputy Fire Marshal Rawlings for his efforts. The Police Chiefs from Clearfield and Sunset Cities attended both events.
- There is one paramedic position that will open soon. The employee is moving out of the state, and we wish him the best. We are optimistic about the testing and hiring process.
- Radio information: Two-way radios must be updated. UCAN is changing to a digital network, and NDFD will be required to update all radios. New developments will be required to install a BDP (Bi-directional amplifier) into their system. The cost of a BDP system costs between \$20,000 to \$30,000.

Chief Becraft informed the Board of Trustees of the following:

- The punch list and final items for the construction of Station 42 is nearing completion and coming in within budget. He asked the board to consider purchasing new tables and chairs for Station 41, which would cost nearly \$25,000. The current table and chairs are over 15 years old. Board Member Ratchford agreed that Station 41 needs some upgrades and would support the purchase of tables and chairs for Station 41. The Board of Trustees provided a “head-nod” in support of the upgrades.
- Chair Vincent confirmed that the West Point City annexation of 495 acres has passed and is currently being recorded with the Lt. Governor's office. Chief Becraft confirmed that this area will automatically annex into the North Davis Fire District when it is recorded.
- Incidents with iSpy, not NDFD, but surrounding agencies. The information in iSpy is HIPAA. Anyone who opens a call will be timestamped and logged. If a screenshot is taken, it will automatically log whoever took the screenshot. Chief Becraft made it clear that information on iSpy should not be shared with anyone, as it could obtain privacy information. Chair Vincent and Board Member Shepherd agreed that the Board of Trustees having access to iSpy is a benefit, however it must be treated as it is confidential. Mrs. Rogers recommended logging out of the iSpy app if you are not actively using the app.

12. Member City Updates

Vice-Chair Smalling stated that Sunset City has released an app for city news and road conditions.

Board Member Roper stated that Open Doors is looking for holiday donations. In addition, Clearfield Station should be moving vertically in the spring of 2025.

Chair Vincent stated that the extension of the West Davis Corridor to 1800 North will begin in 2025 and hopefully be completed in 2027.

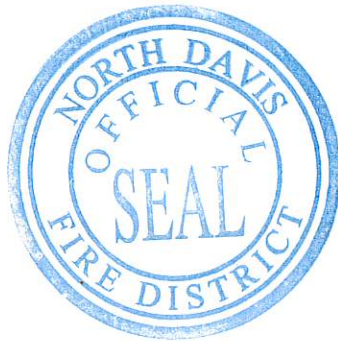
Board Member Shepherd stated that the 5600 interchange should be complete in 2026. He then stated that Mayor Stanger (Clinton City) has requested that NDFD provide Clinton City with cost projections if they were to join the district.

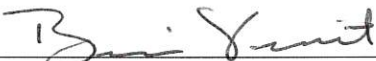
Board Member Chatterton asked if the Board of Trustees could share the call volume numbers with the public. Deputy Chief King stated that call volumes could be shared, however pertinent information for the call such as the complaint, address, names, etc. should not be shared.

13. Motion to Adjourn

Board Member Shepherd motion to adjourn. Board Member Roper seconded the motion. The motion passed.

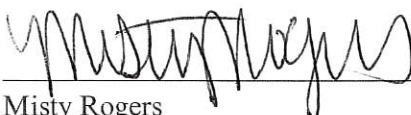
Dated this 21st day of November 2024.





Brian Vincent
Chair of the Board of Trustees

ATTEST:



Misty Rogers
District Clerk