



NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES
Station 41, 381 North 3150 West
West Point City, UT 84015
(801)525-2850

Timothy E. Roper, Chairman
Howard Madsen, Vice-Chairman
Erik Craythorne, Board Member
Mark Shepherd, Board Member
Jerry Chatterton, Board Member
Nike Peterson, Board Member
Scott Wiggill, Board Member
Chad Bangerter, Board Member
Gary Petersen, Board Member

Mark Becraft, Fire Chief
John Taylor, Deputy Fire Chief

BOARD OF TRUSTEES MEETING MINUTES
THURSDAY, FEBRUARY 18, 2021
4:00 PM WORK SESSION / 6:30 PM BOARD MEETING

Utah State Public Health Order 2020-17 dated October 14, 2020 declares a statewide public health emergency; therefore, the public's participation in the Board of Trustee Work Session and Scheduled Board Meeting was available electronically. The public was invited to attend the meeting via Zoom because attendance may have presented a substantial risk to the health and safety of others. No other physical meeting location was available for the public. The anchor location of the February 18, 2021 Meeting was Station 41, 381 N 3150 W, West Point City, UT 84015. Board of Trustee Members had the option to attend the meeting in person or via Zoom.

WORK SESSION 4:00 PM

Board Members Present: Chairman Timothy E. Roper, Vice-Chairman Howard Madsen, Jerry Chatterton, Nike Peterson, Mark Shepherd, Gary Petersen, Chad Bangerter, Scott Wiggill, and Erik Craythorne

Staff Present: Fire Chief Mark Becraft, Deputy Fire Chief John Taylor, District Clerk Misty Rogers, and Treasurer Nicole Nelson

Visitors: Curtis Koch – Davis County Clerk/Auditor (*via Zoom & in person*), Heidi Voordecker (*via Zoom*), Kyle Laws – West Point City Manager (*in person*), JJ Allen – Clearfield City Manager (*in person*), Randy Elliott – Davis County Commissioner (*in person*), Kelly Sparks – Davis County Sheriff (*in person*), Curt King – NDFD Captain (*via Zoom*), and Mark Andersen – Zions Bank (*in person*)

Chairman Roper welcomed those in attendance and then turned the time over to Chief Becraft.

1. Discussion of the Paramedic Program

Chief Becraft thanked those in attendance. He then stated that in early spring of 2019, committee members which consisted of City Managers, Fire Chiefs, Davis County Sheriff Sparks, and other Davis County officials began meeting to discuss changes to the paramedic services being provided by the Davis County Sheriff's Office (DCSO). During those discussions, it was determined that on January 1, 2023 DCSO would discontinue providing paramedic services and participating entities would be required to either provide their own or contract with an outside agency. In January 2021, a draft interlocal agreement had been finalized and sent to each participating entity and city councils and boards were being asked to approve the agreement. Chief Becraft stated that Felshaw King, the NDFD attorney has reviewed the agreement and not expressed concern. He stated that the board will be asked to consider taking action on the interlocal agreement later in the evening during the scheduled Board of Trustees Meeting. Chief Becraft read portions of the draft agreement to the board and then provided them with information such as standards, terms, and dates indicated within the contract.

Sheriff Sparks stated that the purpose of changing the paramedic service providers is to improve paramedic service throughout Davis County. This include creating borderless paramedic service and ensuring that there will be no geographical islands within the county where an area will be underserved. He then stated that there

will be technical issues to work through, however, Sheriff Sparks is confident that the difficulties can be solved and that a smooth transition can occur.

Commissioner Elliott stated that the topic of the paramedic service provided by DCSO has needed to be discussed for some time. He then stated that with the new sheriff came the opportunity to discuss the paramedic program and the need for changes. City Managers, Davis County Officials, and Fire Chiefs have met on numerous occasions to discuss and plan for the process of changing paramedic service providers, the tax shift, and timing. Commissioner Elliott stated that Davis County has transitioned from rural to urban and it is time to make the change in paramedic service providers. He stated that the current paramedic program is working, however, there are several areas in Davis County lacking in law enforcement because deputies are busy providing paramedic service.

Chief Becraft stated that both JJ Allen – Clearfield City Manager, Kyle Laws – West Point City Manager, and Howard Madsen – Sunset City Mayor have been involved in discussions and planning for the changes to the paramedic service providers.

Board Member N. Peterson thanked Sheriff Sparks and Commissioner Elliott for attending the meeting and for their willingness to discuss the changes to the paramedic service providers. She then stated that throughout the paramedic service discussions she has been concerned with the how the paramedic program will be financed by each entity. In the draft interlocal agreement presented to the participating entities, number 7b. states that Davis County will cease their paramedic services and that a tax shift will need to occur. Board Member N. Peterson stated that draft interlocal agreement indicates that the paramedic levy currently being assessed by the Davis County is the only tax shift county is willing to give up. She expressed concern that the amount of the tax shift from Davis County to the North Davis Fire District is not as equitable as it should be. The Board Member N. Peterson stated that over the years, Davis County has subsidized the paramedic program to keep it operating and the county should be willing to give up the paramedic levy and a portion of their general fund to the participating agencies.

Board Member N. Peterson stated that because NDFD is limited on revenue sources, the only way for NDFD to obtain additional revenue is through a property tax increase. Board Member N. Peterson stated that Davis County should release the full operating cost of the paramedic program to the participating entities to create a more equitable distribution of money. A more equitable distribution will lessen the tax liability for the residents of the District. Board Member N. Peterson stated that the potential tax burden to the residents of the District is a significant concern to the Board of Trustees. If Davis County and the NDFD cannot reach an agreement, Board Member N. Peterson stated that she would consider withholding her support of the interlocal agreement until a more equitable solution could be reached. She then stated that the current and future needs of NDFD include capital outlay and growth. NDFD and will be severely affected if an equitable solution cannot be reached.

Davis County Clerk/Auditor Curtis Koch stated that discussions and the process of changing paramedic service providers began in approximately 2004. In approximately 2004, South Davis Metro Fire and Layton City, in cooperation with Davis County, took over paramedic services in parts of the county. During that time, the 1983 tax levy supported approximately eight paramedic units. The levy distribution was 25% to South Davis Metro Fire (2 paramedic units), 25% to Layton (2 paramedic units), and 50% to Davis County (4 paramedic units). The paramedic service providers being proposed would increase and number of paramedic units on duty within the county to 11 or 12. Mr. Koch stated that the five cities located on the south end of Davis County have been subsidizing the paramedic program for the entire county for several years. He then stated that because the south end of Davis County has been subsidizing the north end of the county, the paramedic tax levy will shift to each participating entity. Numerous law enforcement needs within Davis County have been deferred as a result of DCSO providing paramedic services. As an example, DCSO cannot offer deputies vehicle per officer. In addition, the law enforcement needs between Farmington and Bountiful, including the mountain, are not being met. The Davis County Sheriff plans to use any funds that were used to subsidize the paramedic program to enhance law enforcement services that have suffered throughout the county. Mr. Koch

stated that the largest cost to the Sheriff's office is personnel and currently there are 47 deputies employed by the county. DCSO paramedics receive a 15% differential for providing paramedic services. If the change in paramedic service providers occurs, DCSO may reduce the number of deputies to 45. Mr. Koch stated that after reviewing operating costs for the paramedic program and the sheriff's office it has been determined that the county will not receive a large "windfall" of money if DCSO discontinues paramedic services. Funds which were used to subsidize the paramedic program will be used to enhance law enforcement services throughout the county, crime lab, etc.

Board Member Craythorne asked Mr. Koch what law enforcement services have been neglected due to DCSO providing paramedic services. Commissioner Elliott stated that DCSO has focused on both paramedic services and law enforcement; however, paramedic services take a significant amount of time away from law enforcement needs. The lack of law enforcement is an issue throughout the county, specifically in forest service areas within this region and in the unincorporated areas of the county.

Sheriff Sparks stated that from his perspective, it is his responsibility to provide law enforcement and paramedic services for Davis County. This includes unincorporated areas of the county, three contract cities, and forest service areas such as Antelope Island. For the past 40-years, DCSO has provided law enforcement and paramedic services and it is difficult for the sheriff's office to determine the actual amount of money which is used specifically for providing paramedic services. Sheriff Sparks stated that after the transition of paramedic providers occurs, he will need to continue to provide an adequate level of service even with losing \$1.5 million from his budget (paramedic levy). He then stated that from his perspective, there is not a "windfall" of money for the county to distribute to participating entities.

Mr. Koch stated that the one of Davis County's largest expenses is personnel. In order for DCSO to continue to provide paramedic services through December 31, 2022, all deputies will be needed. He then stated that DCSO will not cut the pay or the 15% differential of current DCSO paramedics when the transfer of paramedic service providers occurs. When new law enforcement officers are hired, they will not receive the 15% paramedic differential. Mr. Koch informed the Board of Trustees that the five cities on south end of Davis County subsidizes the paramedic program with approximately \$300,000 for entire county. The five cities in the south end of the county have committed to continue to provide the subsidy for the next two years as this will allow participating entities time to set up their own paramedic programs. Mr. Koch stated that Davis County is not receiving a large windfall.

Board Member G. Petersen thanked those in attendance for their responses. He then stated that he agreed with Board Member N. Peterson and that a more equitable approach to money and tax distribution should occur. Board Member G. Petersen stated that everyone in attendance are friends and that he would like the conversation to remain friendly. He then stated that in the process of changing paramedic service providers it is convenient that the paramedic levy that the county is willing to release does not cover the actual cost of operating a paramedic program. During the meeting, it had been stated that the paramedic levy being assessed does not cover the cost of operating the paramedic program and that the county has been subsidizing the program for several years. Board Member G. Petersen stated that if NDFD provides paramedic service it will cost NDFD significantly more than what the county is willing to give up. He stated that the actual cost of operating the paramedic program and the paramedic levy should be shifted from Davis County to participating entities. Board Member G. Petersen stated the draft interlocal agreement seems to be one-sided and not equitable for all parties. He then stated that if law enforcement needs in Davis County are not being met, the county should raise taxes to pay for the expense. NDFD and the residents of the District should not be liable for increased property taxes so that Davis County can use funds previously used to pay for paramedic services to now pay law enforcement. Board Member G. Petersen stated that a comment had been made about the funds which were used to subsidize the paramedic program will be used to provide additional law enforcement services. This comment reaffirms that there is excess revenue that should be shifted to the participating entities.

Commissioner Elliott stated there are not excess funds, money will be reallocated to ensure that positions and adequate law enforcement is occurring. Board Member G. Petersen stated that if there is an appropriate and equitable shift of taxes and revenues, then both Davis County and NDFD may still need to consider a tax increase because their areas have been neglected. Board Member G. Petersen then stated that forcing NDFD to significantly increase taxes is unfair if Davis County has not kept up with the needs of Davis County and law enforcement services. He then stated that he would like Davis County to provide the Board of Trustees with the actual cost of running the paramedic program.

Board Member Shepherd stated that as NDFD tries to explain the shift in paramedic service providers to their residents, it will be difficult for many to understand. Most residents do not understand that when service is rendered by NDFD it is typically by a Basic or Advanced Emergency Medical Technician (AEMT) and that services provided by a paramedic are from DCSO. Residents will be confused as to why they are receiving a significant tax increase for a service that they believe they already have. It will be difficult for residents to support a tax increase for the District to provide paramedic services which are already being provided. Board Member Shepherd stated that Davis County should be reducing their taxes to allow NDFD to increase taxes.

Mr. Koch stated that the change in paramedic service providers will provide residents with better service. There will be three additional paramedic units within Davis County. He then stated that the current paramedic levy was set up for eight paramedics units. Board Member Shepherd stated that the current paramedic levy was set and not raised since approximately 1978 and the revenue being generated from the levy cannot be covering the total cost of the paramedic program currently being provided by DCSO. The current paramedic program being provided by DCSO must be getting subsidized by another source such as the county's general fund.

Board Member G. Petersen asked if Davis County would consider giving up the actual cost of running the paramedic program by reducing their tax rate to allow for NDFD to increase their tax rate. Both Davis County and NDFD must be fair to their residents. Board Member G. Petersen then stated that NDFD is different than the other organizations impacted by the change in paramedic service providers. NDFD does not receive sales tax, revenue is mostly received through property taxes and ambulance revenues. The District cannot charge more for ambulance services, the only way that NDFD can generate more revenue to cover costs is by raising property taxes. Cities collect sales tax which is used to offset their budgets. It is easier for a city who collects sales tax to absorb the cost of implementing and operating a paramedic program than it is for a NDFD.

Vice-Chairman Madsen stated that the residents of the District need to be given actual numbers and costs for providing paramedic services. NDFD and the Board of Trustees need to be able to provide an explanation to residents using actual costs.

Board Member N. Peterson thanked Mr. Koch, Commissioner Elliott, and Sheriff Sparks for their comments and for informing the board that DCSO has had deficiencies due to providing both law enforcement and paramedic services. She then stated that she would not argue the legitimacy of neglected law enforcement needs but DCSO should not justify unequitable shift in taxes (paramedic levy only) to meet needs which they have neglected. The coverage which law enforcement needs is separate from what is being discussed. Unequitable tax shift from DCSO to participating entities will not solve the problem. Board Member N. Peterson stated that Davis County should be responsible for the messaging and explaining of the change in paramedic providers, not the participating entities. If the participating entities provide the messaging, residents may not adequately understand the change in providers and they may wonder why their fire department is increasing taxes for services they assume that they already provide. Messaging provided by Davis County may not be popular but the change and message will be unified throughout the entire county. Board Member N. Peterson stated that participating entities and individual cities should not be responsible for the messaging, noticing, social media, etc. and the associated costs.

Sheriff Sparks stated that he is willing to attend city council meetings and answer any questions that citizens may have. He then stated that the change to paramedic service providers began when entities and cities

throughout the county began meeting, discussing and eventually requesting a change to the service. Sheriff Sparks stated that if the interlocal agreement is not signed and the change to paramedic service providers is not approved, DCSO will continue to happily provide paramedic services.

Mr. Koch stated that creating a message that could be used county wide is challenging. He stated that the needs of the south end of the county are different than the needs of the north end of the county. For example, one city states they need approximately \$700,000 to standup their own paramedic program but another city needs \$390,000. Mr. Koch stated that Davis County wants to be partners, but the needs throughout the county drastically differ. If Davis County doubles the paramedic levy to cover the cost of the program the cities in the south end of the county will need to explain to their residents why they are providing more of a subsidy to the north end of the county. The south end of the county has agreed to continue to subsidize the paramedic program by approximately \$300,000 for the north end of the county for two more years because there is an end in sight for their subsidy. Mr. Koch stated that as a county, they cannot speak on behalf of each city or entity. Davis County cannot drive the message, the county will support the entities but they will not dictate. Mr. Koch stated that in his opinion, four-districts would be the best scenario for paramedic programs.

Board Member Bangerter stated that he currently is and was a member of the Sunset City Council when Sunset joined the NDFD. He then stated that he too is concerned with the financial impact the paramedic program will have on the District and emphasized that transparency and public education are an important part of the process. Board Member Bangerter stated that when Sunset City joined the District many people were concerned that what Sunset City had built over the years would be lost. He stated that what Sunset built over the years was not lost; joining NDFD provided Sunset City with a multi-million-dollar department with many resources at their disposal. Board Member Bangerter stated that the actual cost of the paramedic program and the impact to his residents is concerning to him.

Board Member G. Petersen stated that it is important to note that Davis County did not initiate the discussion for changes to the paramedic service providers. He then stated that the discussion and the questions being asked are not meant to appear negative as it is good for everyone involved. Board Member G. Petersen stated that he is not trying to place blame on the county. However, Davis County is bearing the cost of the current paramedic services being provided by DCSO. He stated that he would like to know the actual cost of the paramedic program being provided by DCSO because he did not believe that the current levy being assessed covers the actual cost of the program. Until the actual cost of the current paramedic program is given to the Board of Trustees, an equitable transfer from the county to the participating agencies cannot be determined. Board Member G. Petersen said that the south end of Davis County is likely subsidizing the north end of the county; however, those entities chose to create their own paramedic program knowing that they would still be assessed the paramedic levy. Board Member G. Petersen asked if the current paramedic providers at the south end of Davis County receive any funds from the paramedic levy. Mr. Koch answered yes, Layton City and South Davis Metro each receive 25% paramedic levy and an additional \$300,000 is flowing out of their area into the program.

Board Member G. Petersen stated that a contract typically has equal value. However, the contract being proposed is not equitable to each party. If NDFD signs the proposed interlocal agreement, the tax distribution will not be fair as the county did not release the cost of the program to the District. Residents in the District will pay significantly more and they likely should. Board Member G. Petersen said at the end of discussions, the Board of Trustees or Davis County may disagree and may choose not to participate and spoil the process and interlocal agreement. He then stated that whatever happens with the interlocal agreement, the process and discussion with Davis County had been good. Board Member G. Petersen then expressed the need for the draft agreement to be thoroughly reviewed and discussed by the public body before it is considered for approval, even if it takes a year before action is considered. With approval from Chairman Roper, Board Member G. Petersen asked that City Manager Kyle Laws and City Manager JJ Allen respond to the discussion.

Clearfield City Manager JJ Allen stated that the conversations about the transfer in paramedic providers did start by city managers and fire chiefs. They approached Davis County to see if they would be open to discuss a possible shift in the paramedic providers. Davis County and Sheriff Sparks agreed to participate in discussions. Mr. Allen stated that he understands Board Member N. Peterson's question with regards to why Davis County is not taking a proactive approach for public education, as it seems like a natural action and roll in the partnership. He then stated that the financial approach has been discussed throughout the process and there was a strong desire from the committee to force Davis County to increase the paramedic tax levy and then when full funding was reached, turn over the rate to each participating entity. However, as this option was explored, it began to muddy the water and it was determined that all of the same tax payers would still be affected. Mr. Allen indicated that the goal was to reach a solution with the shortest route. The solution may not be perfect and there are difficulties with the financial equality and political challenges. He then stated that there many questions, many of which are complicated and the answers are not simple.

Board Member G. Petersen wanted Mr. Allen to acknowledge that during committee discussions the unfairness of revenue had occurred. Mr. Allen stated that the committee did discuss the unfairness of revenue distribution from the county as they would not release the full amount needed to operate the paramedic program. In the end, the committee determined to move forward with what (paramedic levy) the county was willing to release to the participating entities. Mr. Allen stated that no, it is not fair that the North Davis Fire District will have to bear the financial burden.

Mr. Koch informed the Board of Trustees that the committee had requested that Davis County complete Truth in Taxation (TNT) and double the paramedic levy but it would double the subsidy that the south end of the county is providing for the north end of the county. The cities on the south end of the county would need to explain to their residents why their fee doubled if they are already subsidizing the paramedic program. Mr. Koch then stated that when the transfer occurred, each entity would still need to complete the TNT process and the TNT process would have been twice for the same amount of revenue.

Board Member G. Petersen stated that he understands the difficulties with the subsidies and that is why Davis County should reduce their rate at the same time that the District increases their rate. He then stated that the Board of Trustees has to make decisions for the residents of the District and the county must make decisions for the entire county. He thanked Mr. Koch for his comments.

West Point City Manager Kyle Laws stated that West Point is in a unique situation. Currently, West Point contracts with Davis County for law enforcement services. He stated that he doesn't know that a change in paramedic providers will be a better situation for his residents as there are already deputy paramedics already in his city and that he may have a different perspective than most people. Mr. Laws stated that West Point City wants to be a team player and will support the change in paramedic service providers if it is a better way to operate the paramedic program.

Board Member Madsen (Mayor of Sunset City) stated that when paramedic discussions began it was clear that three things would need to occur. The levy would need to increase, the Sheriff would need to be supportive of the change, and each participating entity would need to agree to work together to provide a better level of paramedic service. He then stated that Sheriff Sparks has said that he was happy to continue providing paramedic services, however it is understandable if the Sheriff were to say that the paramedic program causes too many struggles for DCSO. Board Member Madsen stated that he needs numbers and information so that he can educate and discuss the needs with his residents.

Mr. Koch agreed with Board Member Madsen, he then asked if NDFD knew how much the paramedic program will cost the District above the current tax rate. Ms. Nelson stated that approximately \$900,000 over and above the paramedic levy (\$1.2 million with the paramedic levy) is needed for the program. Mr. Koch stated that if the District provides him with the actual revenue needed, he could determine how the residents of the District will be actually impacted and it may not be as significant as it seems.

Chief Becraft stated that the \$1.2 million includes what is needed for the paramedic program and the tentative budget for FY2022. Board Member Shepherd and Board Member N. Peterson asked if the number given by Ms. Nelson were correct as they thought the annual cost of the paramedic program would be approximately \$850,000. The tax rate transfer from Davis County to NDFD would offset the cost by approximately \$325,000 and not paying DCSO for paramedic calls would offset the need by \$100,000. That would leave NDFD with needing approximately \$425,000 to fund the paramedic program.

Chief Becraft stated that the \$1.2 million includes what is actually needed to balance the tentative budget for FY2022. He then stated that the budget revenue in FY2022 will be different than in the previous years. In the past, the District would project how much revenue would be received in addition to what was promised, but it has always been a guessing game. In fiscal year 2022, the District will budget the amount of property tax revenue that Davis County says we will receive and not more as this is a conservative approach to budgeting. Board Member G. Petersen stated that in there have been years when the District has received more property tax revenue than what was promised. However there have also been years when NDFD has had to pay back the county for overpayments. Administration believes that NDFD should not budget more than the projected property tax revenue.

Mr. Koch stated that there are other participating cities who will need to increase their property tax rate more than the tax transfer. He then stated that there are cities within Davis County who contract with DCSO for law enforcement services. If the tax rate transfer is higher than the paramedic levy, DCSO may need to have discussions with cities who contract with them for law enforcement as there may be cities on the south end of the county who are subsidizing cities on the north end of the county. Mr. Koch stated that he does not take offense to the questions and discussion which have occurred. He then stated this is about the residents of the county and District. Board Member Craythorne stated that within the past few years West Point City and Davis County have reviewed and more equitably adjusted their contract amount for law enforcement. He stated that it is unfair for it to be portrayed that West Point City has not tried to be more equitable with paying for service. Mr. Koch agreed with Board Member Craythorne.

Board Member G. Petersen stated that the discussion has been good however there is still missing information and questions which still need to be answered. He then asked that the communication between Davis County and NDFD continue as it will allow for Board of Trustees to make educated decisions when deciding if they will participate in the paramedic program. Chairman Roper agreed. Board Member N. Peterson and Chief Becraft thanked everyone for their attendance and participation.

A short break was taken. The Work Session reconvened at approximately 5:45PM.

Chairman Roper asked for the Board of Trustees to give Chief Becraft and Ms. Nelson clear direction. Board Member Shepherd stated that participation in the paramedic program will likely be dependent upon finances and funding. He stated that the need for a new fire station and the change in paramedic providers may be too much of a financial burden for the residents of the District. Board Member Shepherd stated that in his opinion, the county does not care if the District participates in the paramedic program. Davis County could say "too bad" and that they were no longer going to offer paramedic services. NDFD would then be forced to participate or contract with another agency for paramedic services. Board Member Shepherd stated that if Davis County says they will discontinue paramedic services regardless of what NDFD does, the message to the residents is from Davis County not necessarily the District. He then stated that if NDFD does not participate in the paramedic program, both Clinton City and Syracuse City will likely not participate. Chief Becraft stated that Chief Byington with Syracuse City plans to participate. He then informed the board that if NDFD were to contract with Syracuse for paramedic service, it would cost the District approximately \$900,000 in addition to stationing a paramedic unit at Station 42. Chief Becraft stated that contract with Syracuse would be the same cost as having our own program.

Board Member Craythorne stated that approximately 13-14 years ago, the room was filled with people discussing changes to the paramedic program. It seems to be unfair for Davis County to say that they are going

to enhance the services currently being provided by DCSO with funds which were used to subsidize the paramedic program. Board Member Craythorne stated that the DCSO needs to determine the realistic cost of providing paramedic services before they can consider transferring additional tax to the participating entities.

Board Member Shepherd stated that it was evident that Mr. Laws and Mr. Allen are City Managers and not elected officials. They are not accountable to the residents in the same way that an elected official is when TNT occurs.

Board Member G. Petersen agreed that Davis County needs to determine the realistic cost to operate both the law enforcement program and the paramedic program. He then stated that the county should "sharpen their pencil" for fairness.

Board Member Wiggill stated that if Davis County or the District raise taxes, the same people are affected. The tax increase affects the same residents within, and the cost of doing business and providing services continues to increase for everyone. Due to cost increases and upcoming items, NDFD has had to change the process of budgeting. Board Member Wiggill stated the District is operating under time constraints and that the Board of Trustees must get business done. He then stated that he does not know the business of the District can get accomplished if the Board of Trustees is only meeting one Thursday per month. Board Member Wiggill stated that there are numerous items such as the paramedic program and budget that need the boards' attention. These discussions need to take place and direction needs to be given to staff. He then stated that he disagrees with anyone that says additional meetings are not needed. Board Member Wiggill stated that NDFD needs to be a leader and not a follower and that should be represented in the actions of the District. He stated again, NDFD is under time constraints and that Board of Trustees should be willing to meet when necessary, and ask questions and get answers in a timely manner. Board Member Wiggill stated that he supports the Board of Trustees and their comments. The paramedic program, the needs of NDFD, and the budget are separate items, however they should not be separate in discussions. He then stated that any tax increase must be fully disclosed and explained to the residents of the District. The type of care and the quality of service that NDFD can provide is exceptional. He asked that the Board of Trustees be courteous of administrations' and employees' time, stick to the timelines, and push to get answers.

2. Discussion of the needs and future of the North Davis Fire District; Paramedic Program, Personnel, Budget, Expenditures, Revenue, Capital Improvements Plan, Statistics, Other

Chief Becraft stated that Mr. Mark Andersen with Zions Bank was present to provide possible bonding options to the Board of Trustees. He then turned the time over to Mr. Andersen.

Mr. Andersen stated that during the previous meeting of the Board of Trustees, he was asked to determine bonding capacity for NDFD. Ms. Nelson, the District Treasurer, has predicted the next four to five years of budgets for the District. He then stated that in FY2020, NDFD did not meet bonding requirements because Sunset City contracted to join the District and there were high one-time expenditures. On an average, NDFD keeps \$1.4 million in unappropriated reserves and \$800,000 in the capital projects fund. Mr. Andersen stated that projections indicate that in FY2023, the District may be approximately \$160,000 short in debt service. He then stated that the District may want to consider a Municipal Authority Bond because of the flexibility with bonding requirements. Mr. Andersen stated that it is risky to issue debt prior to a property tax rate increase being in place. It can be done, however, the realized rates would not be available. The District could possibly find a private placement bond buyer, however, the amount of money borrowed would be reduced and the rate may be higher. The District could obtain Bond Anticipation Notes for three years and after the District has a better credit history, a better rate may be able to be obtained; however, rates could rise and the rates could be higher. Mr. Andersen stated that the most favorable and least risky bonding option is to wait and proceed until after the property tax rate is increased and set. After a rate is set and final approval is given, bonding could occur soon thereafter.

Board Member G. Petersen asked how much money was being considered for the construction of a new station. Mr. Andersen stated that \$6 million would be available for construction in addition to the possible

savings for realizing the refunding of the 2008 bond. Refunding of the 2008 bond would save the District approximately \$80,000. The current annual debt service payment is approximately \$230,000. If a new debt service and bonding is approved, the projected annual payment would be approximately \$370,000 annually for a 25-year term.

Board Members G. Petersen and Shepherd asked if \$6 million was adequate for the construction of a new fire station as building costs have significantly increased. Chief Becraft stated that he believed a station that would meet the needs of the District could be built for \$6 million, however, there could be unforeseen costs. He then stated that Utah State Procurement is being utilized by administration to gather costs associated with construction, rebuild, remodel, etc. to ensure we follow procurement requirements. Chief Becraft informed the board that the District may need to spend money to actually hire a consultant and obtain construction estimates and preliminary costs. This way the Board of Trustees can determine if funding is available for construction. The current budget could be amended to allow for funds to be spent to determine preliminary costs. A committee of three or more will be created to open RFP's (requests for proposal) with the assistance of the State of Utah Procurement Office.

Board Member Shepherd motioned to adjourn from the Work Session at approximately 6:20 PM. Board Member N. Peterson seconded the motion. The motion passed.

Scheduled Board Meeting – 6:30 PM

Board Members Present: Chairman Timothy E. Roper, Vice-Chairman Howard Madsen, Jerry Chatterton, Nike Peterson, Mark Shepherd, Gary Petersen, Chad Bangarter, Scott Wiggill, and Erik Craythorne

Staff Present: Fire Chief Mark Becraft, Deputy Fire Chief John Taylor, and District Clerk Misty Rogers

Visitors: Jason Sorensen – NDFD Firefighter/AEMT (via Zoom)

1. Call to Order

2. Invocation or Inspirational Thought: Provided by Board Member Chatterton

3. Pledge of Allegiance

4. Citizen Comment

5. Consideration of Approval of Minutes from the January 21, 2021 Board of Trustees Meeting

Board Member Madsen made a motion to approve the minutes from the January 21, 2021 Board of Trustees Meeting. Board Member Shepherd seconded the motion. The motion passed.

6. Consideration of Approval of the North Davis Fire District Bills for January 2021

Board Member G. Petersen made a motion to approve the North Davis Fire District Bills for January 2021. Board Member Madsen seconded the motion. The motion passed.

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

Ms. Rogers stated revenues such as ambulance and property taxes are as expected, however, the District is fortunate to have collected approximately \$196,000 in Impact Fee revenue thus far in FY2021. She reminded the Board of Trustees that Impact Fee revenue is one-time money and the use is restricted. Ms. Rogers stated that employee wages are on target even with the significant amount of overtime being paid. Administration will continue to closely monitor wages.

Board Member Craythorne made a motion to approve the North Davis Fire Financial Report. Board Member Chatterton seconded the motion. The motion passed

8. Discussion & Consideration of Resolution, 2021R-02, A Resolution Approving an Interlocal Agreement Entered into Jointly Between North Davis Fire District and Davis County, and Several Other Governmental Agencies Within Davis County Regarding Paramedic Services and Providing for an Effective Date

Board Member Shepherd expressed concern with the lack of information regarding Resolution 2021R-02. He then made a motion to table the consideration of Resolution 2021R-02 until the March 18, 2021 Board of Trustee Meeting. Board Member N. Peterson seconded the motion. The motion passed.

9. Discussion & Consideration by the Board of Trustees to Authorize the Fire Chief to Negotiate a Proposed Contract with the Sole Source for Engine-42

Chief Becraft stated that the replacement of Engine 42 should be considered in the near future. He requested permission to start the process for a Lease Purchase Agreement with Pierce. If an agreement is entered into, the District will receive a prepaid chassis and source well discount. The cost of the engine is estimated to cost \$682,000 in addition to \$70,000-\$80,000 for equipment. Chief Becraft recommended only financing approximately \$680,000-\$700,000 and putting a deposit of \$80,000-\$100,000 on the purchase.

Board Member G. Petersen asked which apparatus Engine-42 would replace. Chief Becraft stated that the ladder truck had been scheduled to be replaced in FY2020, however it was determined its replacement date should be extended. Chief Becraft said that the ladder truck will be kept in fleet and adjustments will be made to the utilization schedule in hopes of extending its life. Engine-42 will be ordered and placed into the fleet rotation.

Board Member G. Petersen asked if the purchase of Engine-42 would qualify for use of Impact Fee. Chief Becraft stated yes, he believed that Commercial Impact Fees could be used for an apparatus costing over \$500,000. He stated that Impact Fees could be used as a down payment if the board desired. Board Member G. Petersen stated that the District does not typically collect a significant amount of Impact Fee revenue, therefore, its use should be well thought out and possibly not use any fees unless they are set to expire.

Board Member Chatterton asked how much Commercial Impact Fee revenue the District currently has available. Ms. Rogers stated that she could not remember but could get the information to the board at the next meeting. Chief Becraft stated that because of the Lifetime Products project, the District has at least \$140,000 of Commercial Impact Fees available.

Board Member Shepherd made a motion to authorize the Fire Chief to negotiate a proposed contract with the Sole Source for Engine-42. Board Member Madsen seconded the motion. The motion passed

10. Fire Chiefs' Report

Chief Taylor informed the Board of Trustees of the following:

- Air Packs - NDFD currently uses Honeywell air packs. SCBA bottles must be replaced every 15 years and the bottles NDFD currently has will expire and will need to be replaced in three to four years. However, NDFD was recently notified that Honeywell is no longer a distributor and replacement parts and bottles will not be available. NDFD is going to be faced with having to purchase approximately 38 new air packs in the next three to four years and that cost is estimated to be \$290,000. Chief Taylor informed the Board of Trustees that he has applied for a grant for the replacement of the SCBA system. If the District is awarded the grant, the District will be required to pay 10% of the cost. Chief Becraft stated that several fire departments within Utah are in the same situation as NDFD, they to use Honeywell and they too will no longer be able to get replacement supplies and parts.
- Safer Grant - Chief Taylor stated that he has also applied for a Safer Grant for the hiring of six firefighters (salary and benefits). If awarded, FEMA will provide the funding for three years for hiring six additional firefighters (approximately \$1.3 million over three years). He then clarified to the board that if funds are awarded to the District, they must be used for firefighters assigned to a firefighter apparatus.

- Funeral of Previous NDFD Firefighter - Chief Taylor thanked Board Member N. Peterson for taking photos at the funeral for Mr. Gordon Larsen. The family of Gordon is appreciative of the photographs and for Board Member N. Peterson.
- Training – NDFD has been training for ice rescues and while training, a bystander fishing nearby fell through the ice but he was able to extricate himself from the water. Crews are preparing for high-rise (4-stories or higher) and fire suppression training and the District must purchase equipment which will be used to fight high-rise fires. Firefighters will soon begin to train for active shooter situations using the active shooter gear recently purchased by the District.

Chief Becraft provided the Board of Trustees an update with House Bill 303, 98, Congressional House Resolution 535, and Senate Bill 91.

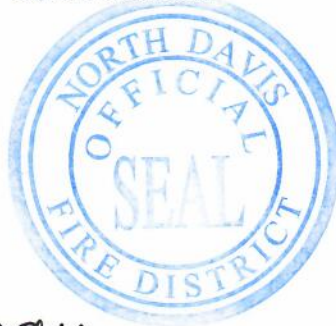
11. Other


Chief Becraft stated that the past year has been difficult and that each employee and member of the Board of Trustees have been an important part of the success of the District. He then thanked the Board of Trustees for their support and provided them each with a jump kit (first-aid kit), a COVID-19 lapel pin, and a COVID-19 Service Award.

12. Motion to Adjourn

Board Member N. Peterson made a motion to adjourn. Board Member Shepherd seconded the motion. The motion passed.

Passed and adopted the 18th day of March 2021





Timothy E. Roper, Chairman

ATTEST:



Misty Rogers, District Clerk