



**NORTH DAVIS FIRE DISTRICT**  
**BOARD OF TRUSTEES**  
Station 41, 381 North 3150 West  
West Point City, UT 84015  
(801)525-2850 ext. 102

*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**  
**July 16, 2020 – 6:00 PM**

Meeting minutes from the North Davis Fire District Board of Trustee Meeting held at Station 41, 381 North 3150 West, West Point City, UT 84015 on July 16, 2020 at approximately 6:00 PM.

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

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

**Excused:** Chad Bangerter and Erik Craythorne

**Visitors:** Amber King, James Saylor, Battalion Chief Mark Weekes, Captain Curt King, and Firefighter Holly Bassett

1. **Call to Order:** Chairman Roper exited the meeting due to an emergency. Vice-Chairman Madsen called the Board of Trustees Meeting to order.
2. **Invocation or Inspirational Thoughts:** Ms. Rogers
3. **Pledge of Allegiance:**  
Chairman Roper returned to the meeting at approximately 6:07 pm. Vice-Chairman Madsen turned the time back over to Chairman Roper.
4. **Citizen Comment:** None
5. **Consideration of Approval of Minutes from the May 2020 and June 2020 Board Meeting**  
Board Member Shepherd motioned to approve the minutes from the May 2020 and June 2020 Board Meetings. Vice-Chairman Madsen seconded the motion. The motion passed.
6. **Consideration of Approval of the North Davis Fire District Bills for June 2020**  
Board Member Wiggill motioned to approve the NDFD bills for June 2020. Board Member N. Peterson seconded the motion. The motion passed.
7. **Consideration of Approval of the North Davis Fire District Financial Report**

Chief Becraft stated that since the June 2020 Board Meeting, the District had collected approximately \$250,000 in property tax revenue which will be reversed into FY2020. He then stated that the District needs to collect approximately \$93,000 more in property tax revenue reach the FY2020 Budget. Chief Becraft reminded the board that most ambulance revenue collected in July 2020, August 2020, and September 2020 will be reversed into FY2020. Chief Becraft stated that in June, the Board of Trustees had approved an amendment to the FY2020 Budget which included adjustments to vehicle maintenance and retirement. Chief Becraft informed the board that the District could return money at the end for FY2020.

Board Member Shepherd motioned to approve the NDFD Financial Report. Board Member G. Petersen seconded the motion. The motion passed.

**8. Consideration of Acceptance of Lifesaving Equipment Grant Award Firehouse Subs Public Safety Foundation**

Chief Becraft stated that the District recently received a grant from the Firehouse Subs Public Safety Foundation. He then turned the time over to Deputy Chief John Taylor. Deputy Chief Taylor stated that with the help of John Meek a grant application was submitted to Firehouse Subs on behalf of the District for a Hurst Cutter, Spreader, Ram and Accessories. Deputy Chief Taylor stated that North Davis Fire District is grateful to have been awarded the Firehouse Subs Public Safety Foundation Grant which is valued up to \$34,793.75.

Board Member Chatterton asked how many sets of extrication equipment the District currently has. Deputy Chief Taylor stated that the District purchased a set of extrication equipment when the Rescue Engine was built. The new set which has been awarded to the District by Firehouse Subs will be placed on Truck 42. Deputy Chief Taylor informed the board that the District will have a backup set of hydraulic extrication equipment which will require the use of a generator. Deputy Chief Taylor stated that the new extrication equipment is lighter in weight and more efficient. Chief Becraft stated that the battery technology and efficiency of emergency equipment for both fire and ems continues to get better each year.

Board Member G. Petersen asked if the motion should include adding the grant into the FY2021 Budget. Chief Becraft stated that the Lifesaving Equipment Grant will be included in the FY2021 Final Budget.

Board Member G. Petersen motioned to accept the Lifesaving Equipment Grant Award from the Firehouse Subs Public Safety Foundation. Vice-Chairman Madsen seconded the motion. The motion passed.

Chief Becraft informed the Board that the District also received a Region 1 Haz-Mat Grant which is 100% funded. The District will pay for the equipment and then request for reimbursement for the grant purchase. Chief Becraft stated that the Region 1 Haz-Mat Grant will also be included in the FY2021 Final Budget.

**9. Discussion of the North Davis Fire District Final Budget for Fiscal Year 2021 (FY2021) for the Period Beginning July 1, 2020 and Ending June 30, 2021**

Chief Becraft presented changes to the Draft Budget for FY2021 to the board. He then stated that at the end of the budget, the Board could choose to add items back into the budget.

- A transfer of \$75,000 into the Fleet Fund from the General Fund was removed from the draft budget.
- Capital Projects Expenses
  - Defibrillator Payment (payment 2 of 5)
  - NFPA Osha Compliant Multi-Use Helmets cost nearly \$16,400. There is an option for the multi-use helmets to be integrated with a radio and communication system which includes earpieces and coms. The integrated system provides a clear radio communication between the firefighter increasing their level of protections. The cost of the integrated system will cost approximately \$1,000 per helmet. Chief Becraft stated that Layton City and Park City recently updated to the integrated radio and communication system and they are pleased with the with their results.
  - Motorola UHF Paging System Upgrade – the server used for the emergency paging system is nearly 25 years old and must be upgraded. The upgrade is estimated to cost \$5,000.

Board Member G. Peterson asked if the integrated communication and radio system could be incorporated over a few years. Chief Becraft stated that slow integration could be done, however it would be best to integrate all helmets at the same time otherwise helmets would need to be taken apart during each shift change. He then stated that in the next few years, the District will need to either commit to the SCBA communication system or the helmet communication system.

- Fleet Expenditures

The purchase of an aerial truck could be prolonged for another year. He the stated that Truck 42 has 110,000 miles and remains in use. Repairs and maintenance for Truck 42 have and will continue occur. Chief Becraft stated that “rams” which raise the ladder on Truck 41 must be replaced. The cost of the repair to Truck 41 is estimated at \$11,000. Chief Becraft stated that the repairs to Truck 41 are included in the FY2021 budget.
- Debt Service

The amortization schedule for the debt service indicates an increase. The debt service payment in FY2021 will increase from approximately \$229,000 to \$257,000.
- Revenues - Administration recommended the following revenue changes.

- Fire/Incident Recovery increase to \$70,000
- Utah Division of Forestry and State Lands has been added to the budget as a potential revenue source. The District and the Utah Division of Forestry and State Lands have entered into an MOU. Chief Becraft stated that the District recently deployed an EMAC Team to Saratoga Springs to assist with their fire. The District will likely receive nearly \$4,500 in revenue for assisting with the fire.
- Cares Act Funding – West Point, Clearfield and Sunset have indicated that they would assist the District by providing them with Cares Act Funding. Because administration did not know how much the cities would contribute to the District the cost of COVID supplies and COVID wages from March through the end of December 2020 were calculated and listed as a possible revenue and could be changed. Board Member Shepherd stated that the three cities agreed to provide the District with \$141,339.74 in Cares Act Funding for COVID related wages. Chief Becraft stated the Cares Act Funding from the cities had not yet been “ear marked” for the use of wages and that the end of the draft budget did not account for it. He then stated that he has contacted Davis County to request Cares Act Funding for COVID supplies.
- Impact fee revenue has been increased from \$45,000 to \$50,000. Chief Becraft stated that Lifetime Products should be pulling a building permit anytime. Board Member Shepherd confirmed that Lifetime Products would be pulling a building permit. Deputy Chief Taylor stated that the building plans for the Lifetime project had not been approved, however sitework for the Lifetime Project had begun. Chief Becraft asked Ms. Rogers when the newly adopted impact fee rates will become effective. Ms. Rogers stated the new rates will become effective mid-August and that she would need verify the actual effective date. Deputy Chief Taylor stated that when the pre-construction meeting for the Lifetime Project was held the impact fee rate of \$0.56 per square foot was used. Depending upon when the permit is pulled the rate may need to decrease to the newly adopted impact fee rate.
- Grant revenue has been increased to account for the grants in which the District has been awarded.
- The District’s required contributions to RDA’s increased nearly \$50,000 in FY2021.
- Permanent Employee Wages  
Wages were decreased due to administration removing the three proposed Captain promotions from the draft budget.

- Overtime Wages are similar to that of last year.
- Merits  
No merits, bonus', or wage adjustments are included in draft budget. Chief Becraft stated that the draft budget being presented to the board was created using the property tax rate of 0.001175. He stated that the board has many options.
- Part-Time Employee wages increased. Chief Becraft stated that part-time wages increased to allow for the hiring of 22 part-time firefighters. He then stated administration would like to fill a 24-hour part-time slot at station 41. Administration is hopeful that the 24-lot will decrease the staffing shortage that the District has been experiencing.

Board Member G. Petersen asked if the prior budgets have included that “part-time HR position”. Ms. Nelson stated that the draft budgets presented to the board have included the slot. Chief Becraft stated however, not all the budget drafts have included funding for the position.

- Board Wages have remained the same is in the prior year.
- Retirement has increased due to the Tier 2 legislative mandate. The District will now pay 4% more into the retirement of Tier 2 firefighters (16.35%) than in the past.
- Employee benefits have increase due to the number of employees and their families utilizing the District’s health insurance program and other benefits. Chief Becraft stated that the budget includes a cost breakdown for the benefits offered to the full-time employees.
- Utah Disability Death Benefit is a mandatory participation for the District. This is a benefit to the firefighters.
- Workers Compensation, Bank Charges and the Employee Assistance Program are like that of the prior year.
- Clothing Allowance for both full-time and part-time employees are like that of last year. Board Member Wiggill asked why the clothing allowance for part-time employee was higher in FY2020 if in FY2021 the District plans to hire more part-time firefighters. Ms. Rogers stated that in FY2020, there was a “contingency” line, in FY2021 the “contingency” line was removed. Chief Becraft stated that because of part-time firefighter turnover the District seems to always be buying uniforms, coats, boots, etc. for newly hired firefighters.

- Subscriptions and Memberships have slightly increased. Chief Becraft stated that the District has always been a member of the International Association of Fire Chiefs (IAFC). He then stated that currently sits on the board of the Western Fire Chiefs and the Utah Association of Special Districts (UASD) and he must be a member of both. The District provides specific education and training, membership into the Utah Fire and Life Educators Program is required.

Board Member Wiggill asked what the acronym “IAAI” is. Chief Becraft stated that “IAAI” is the International Association of Arson Investigators. He then stated that the District currently has four or five firefighters who are certified to complete arson investigations and who are members of the arson investigation taskforce. Chief Becraft stated that in most circumstances, the District can complete their own investigations. In certain circumstances the State of Utah or ATF is called in to assist.

- Travel and Training has decreased in FY2021. The Administrative CME Hours, Fire Chief Conference (FRI), Bomb Awareness, Fire Marshall Training, Haz-Mat Training, Honor Flight (cancelled), Pub Ed Characterization Training, Rescue Tech, North Davis Training Library, UASD Annual Conference for Board Members have been removed from the budget. Chief Becraft stated that the UASD Annual Conference will likely be cancelled. Board Member Chatterton asked why

Chief Becraft stated that the FY2021 budget includes funding for the Fire Prevention Open Houses, although they will likely be cancelled. Board Member G. Petersen stated that he is unsure how the District could hold the Open Houses and keep the personnel and the stations safe and on lockdown. Chief Becraft stated that administration left the funding in the budget in optimism.

Chief Becraft then stated that education funding for Human Resource/Finance/Clerk, and tuition reimbursements have been significantly decreased. Board Member G. Petersen asked if the dollar amount is set in policy? Chief Becraft stated the policy allows for employees to submit for tuition reimbursement, however it does not stipulate the dollar amount. Tuition reimbursements for determined on the budget approved by the Board of Trustees.

- Office Supplies remains like last year however it does include the purchase of office furniture in case the HR position is filled and the purchase of a identification badge printer.
- Equipment Maintenance and Supply includes normal expenditures. Chief Becraft stated that in the past the District paid Clearfield City for lawn care maintenance of Station 42

however, the District has not been billed for a few years. He stated that administration has asked Clearfield City about the lawn care charges but we never receive an answer. Chief Becraft stated that the District assists Clearfield City, West Point City, and Sunset during their events without being charged and “he wonders” if Clearfield City does not charge because they provide free services during city functions.

Board Member N. Peterson stated that she had contact Rich with Clearfield City and she too had asked about the charge. She stated that she was given the answer that they did not know what was happening with the charge and they would research the lawn care charge. Board Member Shepherd who is the Mayor of Clearfield City stated that there is an “understanding” that Clearfield City is “just going to mow the lawn”.

Chief Becraft stated that he did contact Kyle Laws, the City Manager of West Point City and respectfully asked if West Point would consider mowing the lawn at Station 41 (District employees would continue to weed and edge the property). He stated that Mr. Laws had agreed to discuss the possibility of mowing the lawn with staff.

The FY2021 Budget includes the purchase of a \$700 carpet cleaner which could be used at both stations. Chief Becraft then stated that periodically a professional carpet cleaning company would need to be hired.

The extrication cribbing, power adapter and 110 power supply had been removed from a prior budget draft. However, this draft budget for FY2021 draft budget includes the purchases. Board Member Chatterton asked if the scene lights listed in the budget are replacements or new. Chief Becraft stated that they are new. Deputy Chief Taylor stated that the scene lights are battery operated that fold into a case. He then stated that early in the year, the firefighters were asked what would make their jobs a little easier or safer and the battery-operated scene lights were something that had been suggested. Board Member Chatterton asked where the two scene lights would be located. Chief Becraft stated that one scene light would be placed on the frontline trucks (Rescue 41 and Truck 42).

- Vehicle Maintenance is budgeted at \$113,350; this includes the ram repair for truck 41 (America La France).
- Computer Maintenance increased due to the need of a firewall upgrade. Chief Becraft stated in previous drafts of the FY2021 budget the purchase of a Teleconference phone and wireless recorder were included. However, the draft budget presented to the board during the current meeting shows the funding has been removed. Chief Becraft then asked if the Board of Trustees were comfortable with the removal. Board Member Shepherd and Board Member Wiggill stated that the purchase of a teleconference phone

system and wireless recorder should be added back into budget and could be justified as necessary COVID-19 purchase.

- Utilities are like the prior year.
- Communication and 800 UHF system is budgeted at minimum. Chief Becraft stated that in the future, station toning county wide will need to be integrated into the District communication system. He then stated that he is hopeful a grant opportunity will become available for the integration because the upgrade will likely cost the District a couple of hundred thousand dollars.

Board Member Chatterton stated that the draft budget document indicates the purchase “Eyespy”. He then asked what Eyespy is used for. Chief Becraft stated that Eyespy is an app that Clearfield and the District has been interested in for some time. It is similar to the Rover Mobile app, but it seems to be better. The Eyespy app seems to be more reliable than the Rover Mobile app currently being used. Chief Becraft stated that Clearfield City has elected to move forward with the Eyespy app. Board Member G. Petersen asked if the board would have the ability to have the Eyespy app. Chief Becraft stated that he thought it would be possible.

- Dispatch is the same as prior year.
- Special Department Allowance - Decreased  
The purchase of Christmas cards, officer meeting luncheons, and contingency has been removed from the budget. Administration is “thinking outside of the box” and considering holding a Spring/Summer Awards BBQ awards instead of the Winter Awards Banquet.
- Grant Expenses  
Include the Firehouse Subs Public Safety Foundation Lifesaving Grant for the Hurst Cutter, Spreader, Ram & Accessories and the Region 1 Haz-Mat Grant for the Multi-Rae System.  
Chief Becraft reminded the board that the District has applied for a “Safer” grant however it has yet to be awarded. If the District is awarded the grant, the board will need to determine if they would like to participate in the grant.
- Liability Insurance cost is similar to the previous year.
- Collection Contracts have increased due to the Health Care Finance Assessment which is set determined by the number of EMS calls throughout the state. All agency who



provides EMS ambulance service is required to pay the Health Care Finance Assessment.

- Medical Supplies - Call volumes and the cost of medical supplies continue to increase. It is difficult as if the call is for a Medicare or Medicaid patient, they will only pay a set amount no matter how many supplies are used, what supplies are used, the number of personnel, or time is spent.

Board Member Chatterton asked if any of the medical supplies could be considered COVID related. Chief Becraft stated that there may be some of the medical supplies that are COVID related and the District may need to rely on the Davis County EOC and FEMA for PPE. He then stated that if COVID-19 “explodes” the District may need to address additional funding needs. Chief Becraft informed the board that he has applied for a grant from Ford Motor Company for 1,000 masks.

- Misc. Services – Included in the draft budget is METS testing for each firefighter. This is a benefit to the firefighter and the results are not punitive.

Board Member Chatterton asked what the firefighters receive as part of METS testing. Chief Becraft stated the results are given to firefighter and the firefighter will hopefully work to improve their results in the following year. The METS testing helps the firefighter to set a personal goal. Chief Becraft stated that positive reinforcement provides a better result.

- Paramedic Payments – The District is required to pay Davis County Sheriffs Office (DCSO) for paramedic services that they provide on behalf of NDFD.
- Professional Services – The annexation plat of Unincorporated Davis County has been removed from the draft budget. If the District is approached for annexation the administration will inform the board. The Employers Council assists the District with policy updates and employee handbooks. It has been determined that funding for Employers Council should be added back into the draft budget. Chief Becraft stated that he and administration support creating an RDA Matrix which the Board of Trustees can use to determine District participation; however, the District may be able to obtain a matrix template.
- Misc. Equipment – Safety supplies and equipment were not cut and Active Shooter PPE are included in the budget.
- Lease Obligation – Includes the lease payments for the 2009 Crimson and the 2015 Rescue Engine. Chief Becraft stated that the 2009 Crimson has two payments remaining

(FY2021 and FY2022) and the current mileage for the vehicle is nearly 110,000 miles. He then stated that Roy Fire's 2005 ladder truck has approximately 52,000 miles on it.

- Debt Service – The payment for Station 41 in West Point has increased from approximately \$229,000 to \$257,000.
- Transfer to Capital Projects for Fleet – Due to budget constraints the transfer into the fleet fund has been removed from the draft budget.
- Impact Fee Restricted Fund Schedule – Ms. Nelson (NDFD Treasurer) stated that from FY2011 through FY2019 the District had allocated approximately \$85,000 of Impact Fee revenue each year for Debt Service. She then stated that in the past the allocation had not been reflected on the budget document and had always been done on the “backend” when the financial statements were prepared. When Ms. Nelson was appointed as the NDFD Treasurer the budget document changed to reflect the use of impact fees as this provides more transparency. Ms. Nelson stated that in FY2020, the District allocated the use of more Impact Fees for debt service due to the timing of Sunset City joining the District. She then stated that when an Impact Fee Study is completed, the study accounts for a portion of impact fees to be allocated for debt service.

Board Member G. Petersen stated that he does not recall seeing a list of what and when Impact Fees were received and when they would expire or were expended. Ms. Nelson stated that she had a copy of the most current Impact Fee report which is reported to the state every year. At the end of FY2019 the District had \$80,000 from FY2017 (3-years remaining) and this amount will likely be used up in FY2020 budget. FY2018 \$60,000, FY2019 \$235,000 for a total of approximately \$375,000 at the end of FY2019. Board Member G. Petersen asked Ms. Nelson how much impact fee revenue will expended during the budget year. Ms. Nelson stated that the FY2020 Budget used approximately \$229,000 of impact fee revenue for the debt service payment leaving an impact fee balance of approximately \$188,000 for the beginning of FY2021.

Board Member G. Petersen asked Ms. Nelson to again explain the “\$85,000”. Ms. Nelson stated that when an Impact Fee Study is completed, the study accounts for a portion of impact fees to be allocated for debt service. She then stated that historically the District has used a portion of impact fees to pay towards the debt service payment. Since 2011, the District has used \$85,000 of impact fee revenue each year assist with the debt service payment. Then, in FY2020 the District paid the entire debt service payment of using impact fee revenue. Ms. Nelson stated that the balance of impact fee revenue beginning FY2021 is approximately \$188,000.

Board Member G. Petersen stated that it is interesting that the District had been using impact fee revenue to pay for debt service. He stated he was unaware of the impact fee use. Ms. Nelson stated that when she was appointed Treasurer the impact fee revenue use was added to the budget document to provide more transparency.

Ms. Nelson informed the board that within the last ten years, the District has only used impact fees for the debt service payment and in 2012 for the purchase of the ladder truck (\$330,000). Board Member G. Petersen expressed his support using impact fees to pay for a ladder truck. He stated again that he is surprised that the District has been using impact fees to pay for debt service. Board Member G. Petersen stated that he has been “involved since day one” and that the use of impact fee revenue is surprising and that “it is not a good thing”. Board Member G. Petersen thanked Ms. Nelson for sharing her knowledge and providing more transparency.

Transfer to Fund Balance – Chief Becraft stated that the end of the draft budget document for FY2021 it is estimated that the District will return \$312,000. He then clarified that the draft budget document had been created using a property tax rate of 0.001175 and the Cares Act Funding promised to the District from West Point, Clearfield, and Sunset needed to be decreased and earmarked for wages as per Board Member Shepherd’s comments earlier in the meeting. Chief Becraft then reminded the board that the draft budget document excluded wage adjustments, merit increases and bonus’. He then stated that the draft budget document also excludes many normal expenses.

Chief Becraft stated that he could contact Davis County and ask if NDFD could receive COVID funding from them.

Board Member G. Petersen stated if additional COVID funding is received the budget could be amended. He then asked how much more funding approving a property tax rate of 0.001175 would generate for the District. Chief Becraft stated approving a property tax rate of 0.001175 would generate approximately \$233,929 more than if the District were to accept the certified property tax rate of 0.001083.

Board Member Wiggill stated that the board may need to consider the rate of 0.001175. Board Member G. Petersen stated that if the property tax rate of 0.001175 would produce “twice” what the budget needs.

Chief Becraft asked Chairman Roper and the members of the board if they had recommendations for staff. Chairman Roper asked if the Board of Trustees would like to discuss the FY2021 Budget or if they would like the budget committee to meet again and provide direction to staff.

Board Member G. Petersen stated that he would like to continue discussing the FY2021 Budget during the next month's board meeting. Chairman Roper stated that the Board of Trustees needs to send staff back with recommended changes in timely manner. He then stated that the Board of Trustees will hold a Truth in Taxation hearing on August 6, 2020 and a meeting adopt the FY2021 Budget on August 20, 2020.

Chief Becraft stated that the Board of Board Member Chatterton stated he would like to receive new budget information as it "comes in" instead of all at once. Chief Becraft stated that there will likely not be many changes to the budget document between now and the final budget. Board Member Chatterton asked if the Board of Trustees could approve a property tax rate lower than the advertised rate of 0.001175. Chief Becraft stated yes, a lower rate could be approved by the board. Board Member Chatterton mentioned that the District could approve a lower property tax rate if they received a large impact fee from Lifetime Products. Board Member G. Petersen reminded the board that impact fees are "one-time" money. Chief Becraft agreed with Board Member G. Petersen, then reminded the board that Cares Act Funding is also "one-time" money and discouraged using the funds balance the budget. Chief Becraft informed the board that a property tax rate of 0.00150 would generate approximately \$170,361 additional revenue and maintaining the rate of 0.001108 would generate approximately \$63,000 in revenue.

Board Member Wiggill asked if administration would send new budget information to the board as they receive it. Vice-Chairman Madsen asked for only the pages that were updated to be sent to the board. Ms. Rogers stated that she would send out updates as they become available. She then stated budget changes occur the board will likely receive more than one page as some changes will affect several pages.

## **10. Other**

### **11. Fire Chiefs Report**

Deputy Chief Taylor stated that in the month of June, the District received 336 calls: three structure fires, two brush fires, 248 medicals, 59 service calls, and 24 other calls. He then stated that the number of calls in July will likely surpass the 336 calls in June. As of July 16<sup>th</sup>, the District has received 198 calls: four structure fires, 10 brush fires, one dumpster fire, 134 medicals, 32 service calls, and 10 other calls. On July 4<sup>th</sup>, the District received 24 calls within the 24-hour period: one structure fire and six brush fires caused by fireworks, 12 medical and 5 other calls.

Deputy Chief Taylor stated that Dispatch provides the Chief and Deputy Chief a list of addresses within the District which are known to have COVID in the home. The addresses are kept private and crews are only notified if they dispatched to the address. Deputy Chief Taylor

stated if an address is known to have COVID the address will stay on the list for approximately 45 days. He then stated that the current list indicates that there are currently 95 COVID positive addresses in Clearfield, 23 in Sunset, and 29 in West Point. From June 3<sup>rd</sup> to July 3<sup>rd</sup> 52 addresses in Clearfield City were added to the COVID list and from July 4<sup>th</sup> to July 15<sup>th</sup> another 38 addresses were added to their list. Chief Taylor stated that Hill Air Force Base currently has 10 and unincorporated Davis County 2 known COVID positive addresses.

Board Member Shepherd asked if there are more COVID positive single-family homes or apartment units. Deputy Chief Taylor stated that there are cases within apartment complexes, however they have been in different apartment buildings. He then stated that there seems to be more single-family homes with COVID positive addresses.

Deputy Chief Taylor informed that board that construction continues to flourish and much of his time is spent performing Fire Marshal duties. He then stated that within the last month the West Square Apartments (approximately 145 units), the Hilton Tru Hotel, Anderson Sinclair, the Armed Forces Recruiting Offices, the Monticello Academy, Ogden Clinic, and the West Vet Animal Hospital projects have been completed. Deputy Chief Taylor stated that The Point Apartments located in West Point are under construction. One building is complete and has been granted occupancy. The remainder of the complex must be completed by November. The Clearfield Junction has one building complete, the second building nearing completion. Davis County Library, Lifetime Products, South Clearfield Elementary, Lots at Falcon Hill, Tower at Legend Hills and small commercial projects are in or will begin construction soon. Deputy Chief Taylor stated that there are nearly 250 town homes and 1,000 apartment units currently under construction within the District and there are more in discussions. Board Member G. Petersen asked if all apartment complexes are "sprinkled". Deputy Chief Taylor stated no, if the units are 3-stories or taller they must be sprinkled. He then stated that there is another development being considered near Triple A that is a five-story complex. Deputy Chief Taylor stated that there big developments and subdivisions coming to the area.

Board Member Chatterton asked if cigarette or vaping smoke can transfer COVID. Chief Becraft and Chie Taylor agreed that it could be a possibility, however they did not have a definitive answer.

Chief Becraft stated that the Paramedic Committee has had several productive meetings and the process seems to be moving forward. Both Chief Becraft and Board Member Madsen (Mayor of Sunset City) have been placed on a public outreach committee. Ms. Rogers provided the Board of Trustees with a out a handout (attached to the minutes) that had recently been given to the members of the Paramedic Committee. Chief Becraft stated that the document states that all cities, districts and county will sign an interlocal agreement to ensure coverage to all areas within the county and will set a minimum operating standard that every station providing paramedic services must meet. He then stated that Shane Pace put a hypothetical date of the

paramedic program of 2020. However, there were individuals in meeting who provided the year of 2021 for the program. Chief Becraft stated that the intent of the county is to stop the fee for paramedics assessed on their property tax notices and the entities who will provide the paramedic service will increase their property tax rate to include paramedic services. He then stated that each city, district, or county will be required to provide their own paramedic service with a specific level of service, or they must contact with an agency for paramedic services.

Davis County has offered to meet with separate boards to present final numbers and to present the interlocal agreement. Chief Becraft stated that the only “push back” seems to be from Clinton City, they may have to contract for services. Board Member Madsen stated that he does not understand why the manager of Clinton City would not want to participate. He then stated that the average increase in property taxes to residents within the District for paramedic service would average \$12 per year.

Chief Becraft stated that if an entity wants to contract with NDFD for paramedic service then the entity will need to pay a contracted amount, not per call.

Board Member G. Peterson stated that Davis County currently charges a specific rate for paramedic services. If the county stops paramedic service and stops charging the paramedic rate and the entities are in increase their property tax rate to account for the paramedic services. He then stated that as the District will likely need to increase their rate if they provide paramedic services. Therefore, an entity who contracts with NDFD for paramedic services must pay the same fee as the District (not per call) to ensure adequate funding for equipment and personnel. Board Member G. Peterson expressed concern with the District providing paramedic services to those areas who do not pay into the District. Vice-Chairman Madsen stated that there should be three paramedic units in the area, one for Clinton, Syracuse, the District, and the unincorporated area. He then stated that the cost per each home is less than someone would think. Board Member G. Peterson asked if it would cost approximately \$800,000 to start up the paramedic program. Chief Becraft stated yes, startup costs will cost more than after the program is up and running. Startup costs will include a paramedic vehicle (\$150,000), education expenses, purchasing of equipment, the hiring of 6-8 paramedics, and manning. Board Member G. Petersen stated that NDFD staff may need to obtain more education to become paramedic certified. Vice-Chairman Madsen stated that there may DCSO deputy’s that only want to be a paramedic and may want to join the District. He then stated that he would feel comfortable explaining the cost and benefit to his residents. Board Member G. Petersen stated that the situation for West Point City is different. Currently West Point City contracts with DCSO for police services and many times a paramedic is already in the area. Vice-Chairman Madsen stated that in many cases NDFD beats the DCSO paramedic to the call. Chief Becraft stated that there is a political component to the timing of the paramedic program. He then stated that the City Manager of Clinton City made the comment that starting the paramedic program during COVID was bad timing. However comments made by City Managers such as Gary Hill, Board

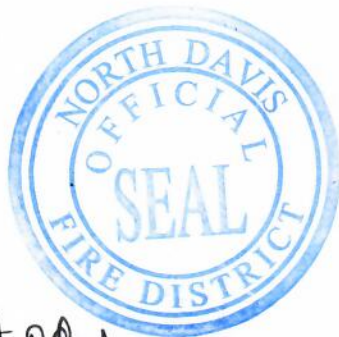
Member Madsen (Mayor of Sunset City), and other disagreed and stated that now is good timing. Board Member G. Petersen and Chairman Roper agreed that there needs to be adequate timing and strategic planning to implement to program. Chief Becraft agreed and that is why he provided the board with what was being discussed during the paramedic program discussions. He then stated that the dates provided to the board are hypothetical, but the board needs to be aware of the discussions. Chief Becraft stated that it is his responsibility to look to the future and plan and budget for facilities etc. He then stated that NDFD currently had firefighters with paramedic certification and that the District should start planning for the paramedic program if the Board of Trustees agrees.


Board Member G. Petersen stated that the dates indicated on the document are not set and that the board should be kept updated as changes occur. Chief Becraft stated that an interlocal agreement for the paramedic program is currently being drafted. However, all entities involved must be in agreeance. Board Member G. Petersen asked if Dispatch is included in the agreement. Chief Becraft stated that Dispatch agencies are currently having their own discussions. He then stated that with the Eyespy app the dispatch centers should be able to see the closes unit to the incident. Chief Becraft stated he would support Clinton City joining District and, in the future,, Syracuse may be interested in joining.

## 12. Motion to Adjourn

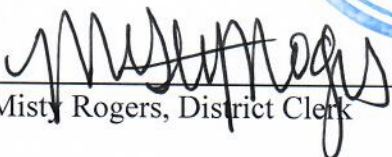
Board Member Shepherd motioned to adjourn. Board Member G. Petersen seconded the motion. The motion passed.

Passed and adopted the 20<sup>th</sup> day of August 2021.



  
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Timothy E. Roper, Chairman

ATTEST:

  
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Misty Rogers, District Clerk