

North View Fire District
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North View Fire District Board Meeting Minutes
December 27, 2022

The North View Fire District Trustees convened in a Fire Board Meeting session on December 26, 2022, at 5:00 p.m., at the North View Fire Station. Notice of time, place, and agenda of the meeting was electronically mailed to each Trustee to the Utah Public Meeting Notice Site, Standard Examiner, and posted at the North View Fire Station on December 25, 2022. Notice of the 2022 annual meeting schedule was electronically mailed to the Utah Public Notice Website and to the Standard Examiner. Pursuant to the NVFD Electronic Meetings Policy adopted March 16, 2011, One (1) or more trustees may have participated electronically, and the NVFD Station 21 315 E. 2550 N. North Ogden, Utah is designated as the anchor location, where members of the public may monitor and when appropriate, participate in the meeting. After notifying the District clerk, Trustees may have participated electronically by telephone, Skype, Face time, or any method that facilitates communication electronically.

Present:

Vice-Chairperson Jay Johnson
Trustee Cameron West
Trustee John Arrington
Trustee Chris Clark
Trustee Meredith Aardema
Trustee Max Jackson
Fire Chief David Wade
Nicci Roylance, District Clerk

Excused:

Chairperson Timothy Wheelwright

Staff Present:

Deputy Fire Chief Jeremiah Jones
Deputy Chief/ Fire Marshal Ryan Barker
Leonard Call, Treasurer
Jeff Davis

1. Opening Prayer, Reading or Expression of Thought, and the Pledge of Allegiance.
Vice-Chairperson Johnson welcomed everyone and called the meeting to order at 5:07 p.m. Trustee Jackson led the audience in the Pledge of Allegiance and the prayer.
2. Consideration to approve the minutes of October 25, 2022

October 25, 2022, minutes were reviewed. Nicci Roylance stated she did not have Trustee Aardema as present and did not have Trustee Jackson as excused. Nicci Roylance stated that she would amend those before the end of the meeting. Vice-Chairperson asked if there were any other problems. Trustee Jackson made a motion. Trustee Clark seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

3. Consideration to approve the monthly financial transactions for October & November 2022.

The financial transactions for October and November of 2022 were reviewed. Trustee Aardema asked why we had two different garage door companies that do repairs. Deputy Chief Jones stated that each station was built with two different companies and that we have them do the repairs to keep it local. Trustee Arrington asked about the AP Triton and Chief Wade stated they are the company doing our study. Trustee Aardema asked about the Lawn Ranger invoice. Deputy Chief Jones stated that Lawn Ranger lets their invoices pile up before they send them all together. Trustee Arrington asked if there is a detailed journal for the deposits. Jeff Davis stated that there are only three sources of revenue, which are the monthly tax money, our billing company for transport, and impact fees. Trustee Aardema made the motion to approve the October and November 2022 financials. Trustee Jackson seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

4. Public Comments

There are no public comments

5. Discussion and/or action on the 2021-2022 Fiscal Audit

Jeff Davis stated that he would be going over the Audit with Kyle Green that is with Squire our Auditing Firm. Kyle Green stated that the Audits opinion is right up front in the report. Kyle Green stated that Squire gave an opinion that the audit evidence is sufficient and appropriate to provide that basis. Kyle Green stated that the district is within compliance with the State Auditors. Kyle Green stated that we would be collapsing the LBA fund into the General fund because no revenues are going directly to the LBA fund. Vice-Chairperson Johnson stated that one of the graphics stated Unified Police instead of North View Fire. Kyle Green stated he will have it changed before sending it to the State. Jeff Davis went through the full audit and answered any questions that the Trustee's had. Vice-Chairperson Johnson stated his thanks to Jeff Davis for his work in explaining the audit. Jeff Davis stated his appreciation to Squire for how they made our audit run smoothly. Trustee Arrington made the motion to adopt the audit with minor changes. Trustee West seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

6. Discussion and/or action on the Interlocal Cooperation Agreement for Seal and Secure and Hazardous Materials Services Rotation List.

Chief Wade stated that the Seal and Secure Rotation agreement is to be renewed. Chief Wade stated that when we arrive on a structure fire we call and whoever is first on the list will be called. Chief Wade stated that on the Hazardous Materials, a company will be called and see what mitigation is for when there is not a responsible party. Chief Wade stated that this agreement will go to December of 2033, which is ten years. Chief Wade stated that legal has looked at and has signed. Trustee Jackson made the motion to approve the Interlocal Cooperation Agreement for Seal and Secure and Hazardous Materials Services Rotation List. Trustee West seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

7. Discussion and/or action on the extension of Jordan Stephens's contract for EMS.

Deputy Chief Jones stated that we have had Jordan Stephens as a consultant for the last year. Deputy Chief Jones stated that the board wanted to wait to see what the study from AP Triton stated for filling Jordan's position. Trustee Clark asked what exactly he does for the district. Deputy Chief Jones stated that he is in charge of the EMS operations. Deputy Chief Jones stated that he works with the Paramedics and that he is holding them accountable and up to speed. Deputy Chief Jones stated that Jordan Stephens has helped with the National recertification and getting a training program in place. Deputy Chief Jones stated that we really do need a full-time position for this job but we have him only doing twenty hours a week. Deputy Chief Jones stated that between our study and the Paramedic Study, they should come out with the results about the same time and find out what we need and areas we can focus on. Trustee Jackson asked if Jordan was an area of contention with the employees. Deputy Chief Jones stated that there is some if some of the contentions are due to a personality conflict. Deputy Chief Jones stated that Jordan has an authoritative demeanor and does he have disciplinary capabilities. Deputy Chief Jones stated that as an administration they have addressed these issues at staff and shift meetings. Deputy Chief Jones stated that he is taking care of all disciplinary issues that have arisen. Deputy Chief Jones stated that we are getting more benefits from having him in this position. Trustee Arrington asked how far are we going to be extending his contract. Deputy Chief Jones stated that it truly depends on the study and the feedback we get from it. Trustee Jackson asked if we would fulfill that position in-house. Deputy Chief Jones stated that we would have to go outside to hire depending on the feedback from the study. Trustee Aardema asked how many hours is he doing now. Deputy Chief Jones stated he could still be doing 60 hours a week, but we are only having him do twenty hours a week per the contract. Trustee Jackson asked who has oversight over him. Deputy Chief Jones stated that he and Chief Wade are over him. Vice-Chairperson Johnson asked if he was applying to med school. Deputy Chief Jones stated that in the fall he would be applying for Nurse Anesthesia School. Deputy Chief Jones stated that he did not need this job, we are getting the better benefit from him. Vice-Chairperson Johnson asked if we had a hard deadline for his leaving. Deputy Chief Jones stated that he wouldn't be available after July. Trustee Aardema made the motion to extend Jordan Stephens's contract on a monthly basis. Trustee Arrington seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

8. Discussion and/or action on 2023 Board Meeting Dates.

Chief Wade stated that the fourth Tuesday may become a problem in the future being too close to Christmas. Vice-Chairperson Johnson stated that Board Meeting will be held on the fourth Tuesday of the year 2023. Trustee Aardema made the motion for the approval of the 2023 Board Meeting dates. Trustee Clark seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

9. Chief's Report

Chief Wade stated that recruitment and retention are a high priority moving forward into the budget season. Trustee Arrington asked if we are fully staffed. Deputy Chief Jones stated that by what we proposed for the budget we are not. Chief Wade stated that we promoted Paramedic Jared Kidman to Lieutenant. Chief Wade stated that we had two other applicants for the Lieutenant Paramedic job, but ended up not accepting the job. Chief Wade stated that Paramedic Jared Kidman did a test and took a third, and we then offered him the job. Deputy Chief Jones stated that we have had the Paramedic job posting open for a while. Deputy Chief Jones stated that some paramedics do not have the fire and we would help them go through fire school with a contract that they would have to stay a certain amount of time. Deputy Chief Jones stated that we are having to get creative. Deputy Chief Jones stated that we have in-house three employees going through the paramedic program and are halfway through. Chief Wade stated that we have an intern program with the high school that they come and work with our guys for a semester. Trustee Aardema asked how it works. Chief Wade stated that there are some requirements for grades and interest in the program.

Chief Wade asked Deputy Chief Jones to talk about the Mental Health bill services for our employees and retired employees. Deputy Chief Jones stated that we use Providence which uses an assessment twice a year. Deputy Chief Jones stated that there was a sponsor for the program to pay for the therapy in July he pulled his funding. Deputy Chief Jones stated that he applied for a mental health grant to help cover the cost of the therapy. Trustee West stated that another agency applied for the grant and he stated that Providence is falling apart with the Therapist. Trustee West stated that maybe look at different resources in the future. Trustee Clark stated that the Chief may want to get with other county chiefs to understand the failings of the company. Chief Wade stated he would reach out to other chiefs about Providence.

Deputy Chief Jones stated that AP Triton is done with collecting our data for the study. Deputy Chief Jones stated that there is a two hundred and eighteen-page document to read through and that the numbers are correct in the data. Deputy Chief Jones stated

that after reading the report they will do an onsite visit, then they will have their findings meeting, then they will present to the Board.

Vice-Chairperson Johnson asked if there is any word on the Harrisville land for a station. Trustee Jackson stated that Harrisville is more amenable to working with the District. Deputy Chief Jones stated that when it was first brought up there may have been some miscommunication regarding what we were willing to pay. Deputy Chief Jones stated that now we are on the same page we are just waiting for the feedback from the study.

Chief Wade stated that we had the Special District training in November. Chief Wade stated that there are new templates that we can use to work on our bylaws and policies. Chief Wade stated those in need of the training please take the training in January.

Chief Wade stated he does Chief interviews with the employees at the first of the year and he has those scheduled.

Chief Wade stated that he met with Josh from Pierce and asked him about delivery times for any custom truck is forty months. Chief Wade stated we could get into line and wouldn't have to pay till delivery. Chief Wade stated we may need to look at budgeting an Engine in the upcoming budget. Deputy Chief Jones stated that we could lock in the price before they go up.

10. Chairperson's Report

Vice-Chairperson Johnson stated that the Utah Aggies were in the Serv Pro First Responders Bowl. Vice-Chairperson Johnson stated that they did lose to Memphis.

11. Other and/or Identify matters for future consideration and or action.

Trustee Jackson stated that Harrisville is willing to talk to the District about land. Chief Wade stated he would like to wait for the study to come back. Trustee West stated he thinks that we can have a ten-year step grade for retention and recruitment for the budget when hiring to let the employees see for retirement.

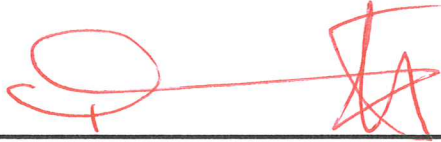
12. Adjournment

Trustee Aardema made the motion to adjourn. Trustee West seconded the motion.

Voting on the motion:

Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Clark	aye
Trustee West	aye
Trustee Aardema	aye
Trustee Jackson	aye

X

A handwritten signature in red ink, consisting of a large loop followed by a horizontal line and a stylized 'A' shape.

Chairperson Timothy M. Wheelwright

X

A handwritten signature in black ink, appearing to read 'Nicci Roylance'.

Nicci Roylance District Clerk

Date Minutes were approved 1/24/23
North View Fire District Board Meeting Minutes of December 27, 2022