

Cedar Mountain Fire Protection District

Board Meeting Minutes April 27, 2021

This meeting was held virtually via Zoom and in person

Board Members Present:

Chairperson Suzy Polnisch – participating via Zoom call

Vice Chairman John Burrows

Treasurer Sheryl Snow

District Clerk Zach Hascall

Member and Commissioner Wade Heaton

Meeting is called to order at 6:30 p.m. by Suzy Polnisch

Prayer- John Burrows

Pledge of Allegiance – Sheryl Snow

Public Comments- there are no public comments

Board Member Comments –

Zach Hascall says that he will not be able to attend the May 11th board meeting.

John Burrows says that he appreciates the department and their good response in the recent accident on Hwy 89.

Sheryl Snow asks for introduction of new Deputy Chief Travis Flygare by Chief Chris Rieffer. Deputy Flygare says he has been employed by the district for three years.

Wade Heaton says that CMFPD is doing well as a district, as a department and as a board and encourages all not to get frustrated.

Chairperson Comments – Suzy Polnisch requests that any reports for the next meeting be turned into the District Manager Monday the week before the next meeting.

District EMS Program –

Deputy Chief Adam Scott reports that the transport license application is still in process and there have been no protests to date and the 30-day protest period will end May 12th, 2021.

There is a lengthy discussion between Deputy Chief Scott and board members regarding the billing associated with the CMFPD use of the county ambulance. The possibilities of approaching the county and the hospital to compensate for equipment and back payroll expenses is discussed.

There is a lengthy board member discussion regarding state and local procurement policy. Deputy Chief Scott outlines the three previous bids presented to the board in the April 13th meeting and details new leased vehicles versus used vehicles and equipment associated with both.

John Burrows makes a motion to ratify the motion made in April 13th meeting to acquire the ambulance through Ken Garff with the lease through Zion's Bank and reiterates this is a ratification of action taken previously.

Zach Hascall seconds.

All are in favor, motion carries unanimously.

Wade Heaton leads a discussion among board members regarding the concerns from citizens about the possible increased costs associated with paramedic transport and air lift for medical treatment and providing information for community awareness.

Zach Hascall says that Deputy Chief Scott has presented a request for EMS supplies that slightly exceeds the manager's ability to approve the purchase. Board members discuss the request.

Wade Heaton makes a motion to approve the EMS expenditures from Teleflex.

John Burrows seconds.

All are in favor, motion carries

Wildland Fire Program –

Zach Hascall says that there are some requests for Wildland expenditures, but he would like to present a more concise report in the next meeting after the billing cycle ends.

There is a discussion between Chief Rieffer and the Board regarding certifications, readiness and scheduling. Chief Rieffer says that the EMAC payment for federal wildfire response in 2020 is very close to being finalized.

District Equipment –

Zach Hascall says that Josh Jennings, the District Manager who is not present at the meeting, is working on an overview report on what is needed and looking into the purchase of new vehicles. He also says that there is a used vehicle purchase request that has been given to him by Chief Rieffer.

The board has a lengthy discussion regarding vehicle status and policy compliance regarding acquiring and disposing of vehicles.

Zach Hascall says that there has been a request to purchase a used vehicle from another department. There is further discussion of the need and cost and the purchase price is set at \$10,000.

Wade Heaton makes a motion to move forward to approve Zach Hascall to acquire the vehicle but provide required documentation beforehand.

John Burrows seconds with the provision that a plan of disposal for the Tahoe also needs to be presented.

All are in favor, motion carries – Sheryl Snow is an Aye with the reservations already noted.

Zach Hascall leads a board member discussion regarding disposal of vehicles and requesting the department provide an accurate listing. John Burrows will work with Deputy Chief Jones regarding policies for disposal.

Purchasing Policy –

Sheryl Snow says that the district is currently following the UASD purchasing policy and she is working with District Clerk Zach Hascall to produce a more concise policy to follow for daily use to be used in accordance with the extended policy and executive summary that was provided by legal counsel.

There is a lengthy discussion between board members regarding purchasing limits and policies.

CMFPD Operating and Employee Policies –

There is no action or discussion.

District Communications –

Sheryl Snow gives an update on the implementation of G Suite/Google workspace.

There is a discussion between the board regarding email costs to upgrade and have added capabilities with the new program.

Zach Hascall makes a motion to approve Suzy Polnisch and Sheryl Snow to make a decision regarding email and communications for the district.

Wade Heaton seconds.

All are in favor, motion carries unanimously.

Suzy Polnisch gives an update on district communications including the 2021 Newsletter, website and letterhead updates needed, communications guidelines and providing a subscription- based email notification service and community resources. There is a board meeting discussion on each topic that follows.

Community Event –

Suzy Polnisch says that due to many community and district events being cancelled in 2020 she recommends a possible Open House for Station #3 completion and opening.

There is a board discussion regarding event ideas, possible dates and locations.

Wade Heaton makes a motion that the district commit to hosting an event on July 24th this summer.

John Burrows seconds.

All are in favor, motion carries unanimously.

District Manager and Assistant District Clerk Responsibilities – tabled for another meeting.

Other Business –

Wade Heaton gives an update on the Burn Pit. To open as soon as possible.

Zach Hascall comments that it may be time to go to one meeting per month and there is a discussion regarding the policy that allows for second meeting as needed.

Wade Heaton gives an update on the signer updates on State Bank of Southern Utah.

Closed Session – Personnel

Wade Heaton makes a motion to go into and out of Closed Session at the discretion of the Chairperson, to discuss Personnel.

John Burrows seconds.

All are in favor, motion carries

Into Closed Session at 8:31 p.m.

Back in Open Session at 9:07 p.m.

Sheryl Snow makes motion to adjourn

Meeting Adjourned at 9:07 p.m.

Minutes Approved by _____ Date _____
Suzy Polnisch, Chairperson

Signed copy on file at 3620 Mammoth Creek Road, Duck Creek Village, UT 84762