



South Davis Metro Fire Service Area

Meeting of the Administrative Committee
255 South 100 West, Bountiful, Utah and Zoom
January 6, 2022
3:00 p.m.

COMMITTEE ATTENDANCE:

NAME	POSITION / CITY REPRESENTED
Bryce Haderlie	Woods Cross
Ken Leetham	Chair - North Salt Lake
Duane Huffman	West Bountiful
Gary Hill	Bountiful - excused
Brant Hanson	Centerville

STAFF PRESENT:

Dane Stone, Fire Chief	Jessica Hardy, Finance Director
Dave Powers, Deputy Chief	Todd Godfrey, Attorney
Greg Stewart, Deputy Chief	Nikki Dandurand, Secretary

APPROVAL OF MINUTES

Mr. Leetham moved to approve the December 2, 2021, minutes and Mr. Huffman seconded the motion. All members voted and approved the motion.

NOMINATION OF ADMINISTRATIVE CHAIR AND VICE CHAIR

Chief Stone looked at the previous history of chair positions and noted there are no patterns to follow. The Board of Commissioners meets next Monday and once they decide on a new chair, this committee can follow the same city nomination. Mr. Leetham replied it's not necessary to wait, but they can wait. Chief Stone suggested they review the by-laws. After some discussion among the committee, Mr. Haderlie made a motion to nominate Duane Huffman as chair and Brant Hanson as vice chair. Mr. Leetham seconded the motion. All members voted and approved this motion.

DISCUSSION REGARDING BUDGET 2022-23

Chief Stone provided a budget packet for each committee member. Mr. Huffman stated that last year around this time, they discussed that early in the process, the cities would meet and discuss growth and how much to provide to the district in contributions. They expected to have numbers by February. Chief Stone said that would be very beneficial. Mr. Huffman replied he will send out emails to set up a date/time with the other city managers. Mr. Haderlie asked if the contributions would be based on population or growth. Mr. Huffman replied it has been a struggle in the past. Some years it has been just an equation, but last year we all experienced a revenue and budget growth. If we are anticipating an increased sales tax, this should be a starting point. Chief Stone also stated we are including three new positions and hope to expand our capital budget. Mr. Leetham stated he was curious about the recent history of impact fees. Ms. Hardy will send those out to him.

DC Powers brought up COLA as well. Mr. Leetham stated the rate is all over the place. We underestimated last year, and it was lower than we thought. It will have to be adjusted for this year, closer to 5-6%. DC Powers asked if our revenue should reflect that. Mr. Huffman replied that we have all been impacted by inflation, sales tax, etc. Mr. Haderlie stated his city is already talking about a Truth in Taxation. Mr. Leetham stated we learned a lot through the process last year.

DISCUSSION OF THREE FULL TIME EMPLOYEES

Chief Stone stated we have "re-loaded" our employees and hired three that will complete the Fire Academy in May. We anticipate openings in the department as we lost six employees in 2021. We are hoping to have all three move right into the department and cover shifts, help with over time. The next academy after this one, will start in August 2022, but SLC stated there may not be room for additional people from our department. We would like to send five people in August, but most likely it will be three. Mr. Huffman asked if three is enough. Chief Stone said it would be nice to hire more, but there is not enough in our salary budget. DC Powers stated it is cheaper to hire new than have overtime and our turnover rates are high. Mr. Huffman asked if the fire academy is mandatory for our hiring. Chief Stone said we have done our own, just hiring off the streets, but our process cannot be beat. We do things different and have a high retention rate. Mr. Huffman agreed that we need to send three right now.

FIRE CHIEF REPORT

Chief Stone stated that as many already know, the test lines for Covid are really bad. We can test city employees but that is all. We have a limited supply of test kits and need to use them for our personnel as well. Mr. Haderlie asked how Covid has hit the department. Chief Stone stated we have two break through cases and about 79% is vaccinated. The 2021 Annual Report will be done by February. The elected official training course was a success, and we would like to offer it, in condensed form, to anyone else in the city elected offices.

ADMINISTRATIVE CHAIR UPDATE

Mr. Leetham stated he would like to see ideas on the budget presentation and present it back to the committee in February.

ADJOURNMENT:

Mr. Huffman adjourned the meeting.



Duane Huffman, Chair



Nicole Dandurand, Secretary