

**SOUTH DAVIS METRO FIRE SERVICE AREA**  
**BOARD MEETING**  
**SEPTEMBER 19, 2022**

The South Davis Metro Fire Service Area Board of Trustees held a meeting September 19, 2022, at 5:00 p.m. at the South Davis Metro Fire Service Area Station #81, 255 S. 100 W., Bountiful, Utah.

**CONDUCTING:** Commissioner Ken Romney

**BOARD MEMBERS PRESENT**

Ken Romney – Chair  
Brian Horrocks  
Clark Wilkinson  
Kendalyn Harris  
Ryan Westergard

**STAFF PRESENT**

Dane Stone – Fire Chief  
Dave Powers – Deputy Chief  
Jessica Hardy – Finance Director  
Nikki Dandurand - Clerk  
Todd Godfrey – Legal Counsel

**BOARD MEMBER(S) EXCUSED**

Bob Stevenson  
Greg Stewart – Deputy Chief

Commissioner Romney stated that this was a regularly scheduled meeting and a notice of time, place, and agenda had been sent to the newspaper and to each member of the Board prior to the meeting.

**APPROVAL OF THE MINUTES FOR AUGUST 2022**

Commissioner Romney presented the minutes for the August 2022 meeting. Commissioner Wilkinson made a motion to approve the minutes, Commissioner Horrocks seconded the motion. Commissioner Westergard abstained for his absence at the August meeting. All voted “aye.”

**CONSIDERATION OF AUGUST 2022 FINANCIAL STATEMENTS/DISBURSEMENTS – MS. JESSICA HARDY**

Ms. Hardy presented the disbursements. Commissioner Wilkinson asked what the Mcneil and Co. expense was. Ms. Hardy stated it is the department’s liability insurance payment. Commissioner Westergard made a motion to approve the disbursements, Commissioner Harris seconded the motion. All voted “aye”. The disbursements were approved.

Ms. Hardy presented the financial statements, with no further questions by the Board. Commissioner Horrocks moved to approve the financial statements; Commissioner Wilkinson seconded the motion. All voted in favor. The financial statements were approved.

Ms. Hardy mentioned we are in the final stages of the audit, and it will be presented at the October Board meeting. Commissioner Westergard asked who the firm is. Ms. Hardy responded HBME.

**CONSIDERATION OF FUNDING FOR STATION ALERT SYSTEM – CHIEF STONE**

Chief Stone stated the memo gives a quick description of this item. The 2021-22 budget included this project, but there were delays. This is not in our current budget, but we would like to use the ARPA funds available and open the budget to make these adjustments. The department will pay a portion, as well as each city according to population numbers. All of Davis County will be converting to the Spillman system and we need to update ours to do that. The Administrative Committee has reviewed this and recommended approval. Commissioner Wilkinson confirmed it was approved at the September 1<sup>st</sup> meeting with the Administrative Committee. Chief Stone replied it was. Commissioner Harris made a motion to approve the funding,

Commissioner Horrocks seconded the motion. A roll call vote was taken, and all Board members voted "aye." This motion passed.

**CONSIDERATION OF THE FRAUD RISK ASSESSMENT – CHIEF STONE**

Ms. Hardy stated that as per the audit, we have completed the assessment. Nothing was changed from last year and we received the same score, "low risk." Ms. Hardy stated this particular assessment will be dissolved in the next couple of years, but it is helpful to review and find out what is missing. Commissioner Westergard made a motion to approve the assessment, Commissioner Wilkinson seconded the motion. The motion passed.

**FIRE CHIEF REPORT**


Chief Stone stated this week was Fire Prevention Week, as well as the Emergency Preparedness Fair. It's also the 3<sup>rd</sup> anniversary of the Gun Range Fire. We have had eight employees leave the department since July, with only one new recruit coming in November. We did the salary survey a couple years ago, but we are behind again and should consider another survey to retain employees. Deputy Chief Powers stated we have a really good hiring process, there's just competition and not enough applicants right now. Holly Refinery is conducting a study for the west side of the facility, to build a training center for our department. Commissioner Harris asked if this was a hopeful discussion. Chief Stone said yes. Commissioner Romney stated he also has met with Holly and they are excited to start this project with us. Commissioner Harris asked if this was a donation on Holly's end. Chief Stone replied said no, but we need the land to start.

**CHAIRMAN REPORT**

Commissioner Romney had nothing to report.

The meeting was adjourned.

  
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Ken Romney, Chair, Commissioner

  
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Nicole Thompson, Clerk