

## Wasatch County Fire Board of Directors Meeting

Tuesday December 8, 2020

Meeting held at the Wasatch County Administration Building located at 25 N Main, Heber City.

### Those in Attendance:

Steve Farrell

Kendall Crittenden

Mark Nelson

Jeff Wade

Marilyn Crittenden

Kierstan Smith

Dustin Grabau

Chief Giles

EMS Battalion Chief Clair Provost

### Minutes

**A motion was made by Councilman Nelson to approve the minutes of the November 10, 2020 fire board meeting. The motion was seconded by Councilman Wade and the motion passed all in favor.**

### Warrants

The listing of warrants totaled \$744,443.00. This total included the added warrants and the payroll transmittals.

**A motion was made by Councilman Crittenden to approve the warrants as presented. The motion was seconded by Councilwomen Crittenden and the motion passed all in favor.**

### Chiefs Report

Councilman Farrell: Chief, do you want to talk about the architectural study?

Chief Giles: I don't know how many of you have had a chance to look at the fire station site out on 12<sup>th</sup> south. We contracted with the county public works to level it and clean the site up. It looks good, what I would like to do with this architectural plan is layout the buildings (storage building, fire station, admin bldg.) see how they are going to fit on the site. This would also help us put together and RFP. Then reach out for some bids on the station and start the bidding process on finance side. We are a ways away but each one of these take a step.

Councilman Farrell: Chief, do you have a ballpark or estimate of what the study would cost us?

Chief Giles: For this architectural study?

Councilman Farrell: Yes

Chief Giles: I think its \$8,000 and some change.

Councilman Farrell: Do you have somewhere in mind that could do this?

Chief Giles: I do, it should be in your packet. It is a firm that is doing 5 fire stations for unified fire in Salt Lake, so they are fairly familiar with doing fire stations. That is the reason I reached out to them.

Councilman Crittenden: Ernie, as I'm looking at it, I had an individual point out to me the other day that 2 or 3 times per day prior to school after school and other high traffic time, that traffic from the hub intersection will back up past the west corner of this property. Have you guys looked at that?

Chief Giles: Yes we have looked at it and that's not far from the truth. When they are making right hand turning onto highway 40 it does get a little congested there. I don't know if there's a lot we can do about it. We are going to get an octicon on that red light so as we are coming into that intersection, we will be able to switch it for whatever direction we need to go.

Crittenden: Well I would assume we need a light coming out onto 12<sup>th</sup> from the station.

Chief: We will.

Crittenden: With that idea in mind, maybe you could change the entrance on the east side instead of the west. I do not know how that will lay out but that would get it further away from the intersection.

Chief: Yes, that makes sense, but we are fighting that lower Wasatch channel. We are getting the curb cut tomorrow. The curb is a high back curb. They are going to saw that off. We are going as far west as we can of that lower Wasatch channel. That is part of our RFP this site station is to get a light that will better the trip and stop traffic so we can get on 12<sup>th</sup> like when school gets out. Early in the morning its not to bad. But when school gets out it backed up past that point of our property.

Councilman Crittenden: Yeah, that is what this person told me that it should be looked at or considered. I am glad you have.

Councilman Wade: Ernie, it might be worth talking to the people, well it would be rocky mountain collision that owns that back piece of the old state property. Other guys purchased the rest of the state property. You might be able to get a access out that way if you had to.

Chief Giles: I don't know how many of you are familiar, lane Lythgoe designed south Heber quadrotor or something like that. I didn't like the tale end of it because it actually turned east right between myself and the high school and if we could turn that, like you're saying jeff, to the west that might be a great option.

Councilman Wade: Yeah I think that would probably give you one more option if you had to.

Councilman Crittenden: Do we need a motion on this to approve this RFP?

Councilman Farrell: We do.

Councilman Crittenden: Who's the company?

Councilman Wade: Is it AJC Architects?

Chief Giles: Yes, that's it.

**A motion was made to approve the RFP for Architectural Feasibility Study for the Fire Station to AJC architects.**

Councilman Farrell: Do we need to put in that motion that we are not going out for a RFP for architects

Councilman Crittenden: It's just a study, right?

Chief Giles: They are going to layout the site for us and write the RFP. As Steve said to go out to look for bids.

Councilman Crittenden: Do we need to list the fee proposal in the motion?

Councilman Farrell: I don't know about that, but we do need to put something in the motion to say why we didn't put this out for RFP. With it being \$8,000 we should have probably gone out for a RFP, but I think this is such a limited profession that we could sole source it to a company.

Chief: So can you help me with that Steve, the reason I didn't go out, there's a couple other firms but they were so busy they didn't return my calls. I didn't think it was for anything under \$10,000 that I had to get 3 bids for.

Councilman Farrell: I thought it was anything over \$5,000

Chief Giles: Dustin do you know?

Dustin Grabau: I think it depends on your code and policies are.

Chief Giles: I wanted to think it was \$10,000 and that is why I didn't think I needed another on this. I know the fence proposal is over \$10,000 and I'm trying to get 3 proposals for it.

**A motion was changed by Councilman Crittenden to sole source this Architectural Feasibility Study to AJC to design and layout and help prepare an RFP. The motion was seconded by Councilman Wade and the motion passed all in favor.**

Chief Giles: I am looking for some recommendation from the board. I don't think we need to bond this I think we can get a loan. I am wanting input from the council. I just want to see where the council is at.

Councilman Farrell: We might be able to move forward with a revenue bond on this and not a general obligation. If we do a general obligation we would have to go out for a vote.

Chief Giles: I know Dustin you had mentioned something with the Jordanelle station. I can't remember for sure.

Dustin Grabau: I think we talked about a revenue bond. I am not sure what revenues you are borrowing against. I am not familiar with the fire districts revenue sources. If its property taxes, then it would have to be a general obligation bond.

Councilman Farrell: Can we use impact fees as a bonding source?

Dustin: You can, I think that is a good option. What you could also do is a municipal building.

Chief Giles: That is the one that you mentioned before. That is what the Jordanelle station was originally built with. They then attached it to the complex with the county later. I wanted to see what the

council's thoughts were. Until we get this back, I am just guessing it will be in between the 9 to 11 million to do administrative and the fire station.

Councilman Crittenden: Would there be living quarters in the administration offices?

Chief Giles: No, I do not know if you have seen the park city building. They have a training room, bunch of offices for the secretary, chief, marshall, battalion chiefs, etc. It's a pretty nice building. That's kind of the dimension I gave the architects. Im not looking for a bond. I just wanted it out for discussion.

Councilwoman Crittenden: Is it necessary to build all at once?

Chief Giles: It's not. We could do stages. Literally right now we are busting at the seams, we have EMS battalion chief and training officers in one office, myself and the Marshall in another. The midway station has worked well. It was never built technically as a fire station. You bring up a great point. I think we will just weigh out them options when we get the bids. If things move forward as much as they say. I think impact fees in 2021 and 2022 will generate at least half that, 5 million if not more by what it looks like. We could probably generate before its completed.

Councilman Farrell: Ernie does the Fire District have a finance advisor.

Chie Giles f: Technically as an advisor no. We do have Kierstan.

Councilman Farrell: I mean like the county has Lewis Robinson. Maybe that's something we should look at and then reach out to them to see the most practical way to go about this.

Chief Giles: Sure, we actually have them hired and they have been on hold. We hired them to study this MIDA thing on how to collect our money. Its all been on hold because of coronavirus.

Councilman Farrell: As we get further down the road, we should bring them in to see what the most practical way is going about this. Marylin brought up a good point, do we have to build it all at once? No. Maybe the cost of construction it might be better to build all at once.

Chief: I think that is a great idea to reach out to those folks. The next one is to renew our online fireboard meetings. We need a motion to approve that.

**A motion was made by Councilman Crittenden Authorizes to meet virtually on Zoom. He motions seconded by Councilman Nelson and the motion passed all in favor.**

Councilman Farrell: This is to meet the governor's plan right Ernie?

Councilman Nelson: Ernie, what about the fraud risk assessment.?

Chief Giles: That's next on our agenda. If all of you have your packet you can see the score sheet in there. We are in the moderate right now. We are working with a firm to combine all of our policies and procedures. We have been working with them for almost a year to implement ours with the nationals. I think we are a week or two away from were we need to be. I need a motion to accept the fraud risk assessment.

**A Motion was made by Councilman Wade to accept the fraud risk assessment. The motion was seconded by Councilman Nelson and the motion passed all in favor.**

Chief Giles: To go back to the site, I have reached out to fencing firms. We did get two bids back. I want to fence the east and north side of the property. I want to secure the site. The high school kids have beat down a trail through the property. They are also crawling over the fence. I am meeting with the high school on Thursday. They have an 5-foot fence with no barb wire on the top. I would like to see if we can have some put on it. I just do not want them around our fire equipment or building. They will probably start on that in a couple of weeks. So there probably going to start on that in a couple of weeks. This bid was \$13,000 and some change to get this chain-link up. I think its 560 feet.

Farrell: What are you going to do on the west side?

Chief Giles: Its already up. There is a hole were the old cabinet shop was. There's about a 10-foot hole I would like to have patched up. There use to be homeless people living there. The site is all cleared off now. It looks twice as big now.

Farrell: We are not going to have someone claim an easement on that back portion, are we?

Chief Giles: For the homeless people?

Councilman Farrell: No, access for the cops.

Chief: No, it's just a hole in the fence that they cut. I have been dealing with Mr. Pierce and Mr. Roger on the canal easement. Matt from Heber City, that's their flood channel. There was never an easement granted from the Wasatch canal to Heber city. They are the ones that maintain it. I told Roger and Matt both, we are not going to contest it we will give them what they want. I think it was 34 or 35 feet. That's the east side of were this fence would be built.

Councilman Farrell: That easement ought to be owned by the federal government.

Chief: I think that is the reason and it was in such a mess. It wasn't part of the flood channel that the county done. It was when the heber city did the one on their own. The upper wasatch was done by the federal government, but this lower Wasatch wasn't, and I think that is why it was never recorded.

Councilman Farrell: You're right. Who is the central company of the fence?

Chief: Its western. They had done some work for us up there at the highway patrol. It's a secured fence up there. We did have a local firm give us a bid, but it was considerably more.

Councilman Crittenden: So that will be a fence on the east side with barb on the top and to put the barb down the north side.

Chief: I am hoping the school will help us with the barb on the north. Until I meet with them on Thursday, I am not sure. We will see how it plays out.

Councilwoman Crittenden: Before we do this, don't we need to see the bids that you have had. Do you have those for us to look at? Are you asking us for the go ahead to just choose one?

Chief Giles: I can email them over to you and then get a motion later. Could I get a head nod to go ahead with it?

Councilman Farrell: We probably need to see the bids.

Chief: I will try and hold them off because they were hard to schedule. I have been working on this for well over a month. I will see if I can email them out to you tomorrow. If you have any concerns with them let me know and I will try and phone call everybody to see if we can get the go ahead.

Crittenden: Don't we need to pass this in a meeting?

Councilman Farrell: I think we do were its that large of an amount.

Chief: Okay, I will get them out to you know and put it on the agenda in January.

Councilman Farrell: That would be good.

Chief Giles: It might cost us a little more money if they may have to core drill. If that is the case I may just wait until the frost is out of the ground. We are trying to beat the frost that is in the ground right now which is about 6-7 inches. They said they would not charge us for it. Anything past 12 inches he said they would have to charge. I may just hold off and do it in the spring.

Steve: Anything else?

Chief: Just the meeting resolution we can do it in this meeting. Its resolution 20-06. I guess we will just do the second Tuesday at 3:30 when Tom has his.

**A motion was made by Councilman Nelson to approve the Meeting Resolution 20-06 for the monthly meetings. The motion was seconded by Councilman Wade and passed all in favor.**

Councilman Farrell: Does clint or troy have anything?

Councilman Crittenden: I have something to run by you Ernie. Danny forwarded an email to us from the heritage and art foundation. They are looking at kicking off the Utah 125<sup>th</sup> anniversary celebration on January 4th. They are looking at having a firework celebration in all 29 counties. Lantis Fireworks will provide all of the pyro, license technician, local permits, insurance, etc at no charge to the county. I called Katherine Potter, who sent the email, she got back with me. She gave me the phone number of the technician at Lantis and I talked to him. Would it be between fire and public works to coordinate and make this happen?

Chief Giles: We generally deal with the fireworks and he did forward it to me. I liked your comment of setting them off on memorial hill. I talked with Randall; he thinks that's the best site so we don't have a big gathering. I was thinking the county complex, but that memorial hill suggestion I like a lot better. I do not know what we are going to do to get the word out to the public.

Councilman Crittenden: I talked to this Katherine Potter. They are going to do a press release. They are going to have a program from 6-7 that day. All major local channels will broadcast that then at 7:30 the firework display will go off in all 29 counties. Hopefully by January we have snow, and they can do some plowing to get up there. I don't know how many days ahead they need to set up the fireworks.

Chief Giles: Generally, it's just a day. A little snow will help. I think Brandon could help with the snow plowing.

Councilman Crittenden: Ken Lantis wanted a contact person. Can I call him bac and give him your contact information?

Chief: That will work.

Councilman Crittenden: I will call him and give him your information then. I think it sounds fun. It will be about a \$5,000 show.

Chief Giles: Just one other thing, I would like to thank Mark and The Train. He reached out to first responders and ems to let us ride for free on the Train. I went with a couple of grandkids and my wife and they had an awesome time. Your put on a great show Mark and from the fire and ems we really appreciate it. We went it was awesome. Thank you! We sure appreciate it.

Councilman Nelson: Great, I am happy. That's good.

Chief Giles: I know it's a tough time for you, but we sure do appreciate it.

**A motion was made by Councilman Crittenden to continue this meeting to 6:00 for budget hearing. The motion was seconded by Councilman Nelson. The motion passed all in favor.**

Kierstan Smith: From what was presented to you at the last board meeting in November there have only been a few changes. Under the 2020 Amended we have added event standby fees, we have added a significant amount in grant proceeds about \$340,000 that has been received. That's about all that has changed from our last board meeting. On the expense side all that has changed, we have increased liability insurance slightly. We have increased the ambulance expense about \$62,000 or so from what we presented before. That is really the only changes that were made from what we had presented previously. If you have other questions about our discussion previously or what you have been looking at, I would be happy to address those.

Councilman Farrell: Any questions for Kierstan on the 2020 amended budget? I am not sure do we have to have a public hearing on this amendment?

Kierstan Smith: We do because you have set it as a public hearing and it's a general fund.

Councilman Farrell: If no further discussion, we would now open resolution 20-04 opening and amending the 2020 budget. Do we have any comment related to this budget item?

Councilman Farrell: We have none. We will now close the public hearing to the 2020 budget amendment and come back to the board for a motion on the resolution 20-05.

**A motion was made by Councilman Crittenden to pass resolution 20-04 amending the 2020 budget as presented. A motion was seconded by Councilman Wade. The motion passed all in favor.**

Kierstan Smith: There have not been any changes to the 2021 budget from what was presented in November. I will address any questions you have on it.

Councilman Farrell: Any questions? Hearing none, we will now open this up for public comment. We will have a public hearing on the 2021 proposed budget as outlined.

Councilman Farrell: Dustin did you see anyone raise their hand of comment?

Dustin: No

Councilman Farrell: Seeing none we will close the public hearing and come back to the board for discussion and possible approval.

**A motion was made by Councilman Nelson that we approve resolution 20-05 adopting the 2021 budget. The motion was seconded by Councilwoman Crittenden. The motion passed all in favor.**

Councilman Farrell: We are now on resolution 20-06 setting the time and date of the meetings.

**A motion was made by Councilman Crittenden to approve resolution 20-06 setting the date and time of the meetings at 3:30 on the second Tuesday. A motion was seconded by Councilwoman Crittenden. The motion passed all in favor.**

Councilman Farrell: We don't have anything else on the agenda. We can make a motion to adjourn.

Chief Giles: Before we do Steve, I would like to thank the board for all of their support throughout the year and citizens for their help. It has been a struggle with the coronavirus, but we appreciate all the help from all the cities and towns and the county.

Councilman Farrell: Thank you Ernie, but I think the employees of the Fire District deserve a thank you also.

**A motion was made by Councilman Wade to adjourn the meeting. The motion was seconded by Councilman Nelson. The motion passed all in favor.**