

MINUTES OF THE CARDSTON COUNTY EMERGENCY SERVICES AUTHORITY MEETING HELD DECEMBER 5, 2024, AT THE CARDSTON COUNTY OFFICE

Board Members Present:

Cam Francis – Cardston County
Doral Lybbert – Village of Glenwood

Don Shideler – Village of Hill Spring
Paula Brown – Town of Cardston

Others Present:

Danny Melvin – Fire Chief
Spencer Olsen – Deputy Fire Chief

Suzanne Pierson – Secretary/Treasurer

Commenced at 5:15 p.m.

Paula Brown in the chair.

Opening Prayer: Doral Lybbert

AGENDA

Cam Francis moved to approve the agenda as amended Carried

MINUTES

Don Shideler moved to accept the meeting minutes of November 7, 2024, as presented. Carried

The Chairman advised the board that Tom Nish is away at another board meeting.

Doral Lybbert moved to go In-Camera at 5:17 p.m.

Don Shideler moved to Reconvene at 5:33 p.m.

NEW BUSINESS

Danny Melvin reported that the November Emergency Services statistics are: 1 MFR (Station 2), 1 Support, 1 Structure Fire, and 3 MVCs.

Danny Melvin reported that Waterton has unofficially given approval of the contract with the Authority, and they are in the process of having the Superintendent review and sign the contract.

Danny Melvin reported that on December 10, 2024, dispatch will be ready to have the Authority start using the AFFRC radio system. Training will occur December 12, 2024, in Cardston with the fire fighters. The radios will go live the following Tuesday, December 17, 2024.

Danny Melvin advised that OHS was at the Fire Hall today. Danny will complete the required paperwork and send it in prior to next Friday's deadline.

Danny Melvin advised that on December 14, 2024, there will be a family skating party from 6-8 p.m. Santa will arrive at 7:30 p.m.

Danny Melvin reported that the command trailer will be at upcoming community events since a bathroom is required on-site.

Danny Melvin advised that November 28, 2024, was the pay night for the fire fighters and the event went well.

Danny Melvin reported that the payroll system will be changed in the new year to ensure that staff receive payments more regularly.

Danny Melvin advised that the under righters survey is to be driven by the municipalities for completion. He assured the board that things that can be done are being carried out.

Danny Melvin reported that in 2025 the Authority will fall under the Cardston County for governance.

Danny Melvin advised that the WCB premiums have gone down due to good claim history.

Cam Francis moved to approve Danny Melvin's report. Carried

Danny Melvin presented the 2025 Budget. The board discussed the budget and directed questions to Danny.

24-11 Cam Francis moved to approve the 2025 Budget as presented. Carried

ADJOURNMENT

Don Shideler moved to adjourn. Carried

Adjournment at 5:53 p.m.

The next board meeting is scheduled for Thursday, January 9, 2025, at 5:15 p.m. at the Cardston County Office.



Chairman