NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES /
LOCAL BUILDING AUTHORITY
Station 41
381 North 3150 West
West Point City, Utah 84015
(801)525-2850
www.northdavisfireut.gov

Scott Wiggill, Chair
Megan Ratchford, Vice-Chair
Mark Shepherd, Member
Brian Vincent, Member
Annette Judd, Member
Jerry Chatterton, Member
Nancy Smalling, Member
Ricky Carlson, Member
Dakota Wurth, Member

Mark Becraft, Fire Chief
Curt King, Deputy Fire Chief

Board Meeting Minutes
Thursday, October 22, 2026

Work Session 6:00 PM / Regular Meeting 6:30 PM
or Immediately following Work Session

Board of Trustees Work Session 6:00 PM

Board Members Present: Scott Wiggill, Megan Ratchford, Ricky Carlson, Dakota Wurth, Nancy Smalling, Brian Vincent, Annette Judd, and Mark Shepherd

Excused: Jerry Chatterton

Staff Present: Fire Chief Becraft, Deputy Chief King, Executive Assistant/Clerk Misty Rogers, Human Resource Coordinator Darren Berens, Amber King, Deputy Fire Marshal Rawlings, and NDFD employees

Visitors: Family Members of NDFD Employees and members of the community.

1. Badge Pinning for New NDFD Firefighters or Promoted Employees -*Tabled*

2. Ladder Truck Push in Ceremony

   Chief Becraft provided a brief explanation of a tradition where firefighters and community members push a new ladder truck into the stations bay for the first time. Then the Board of Trustees and firefighters of NDFD pushed in the newly purchased ladder truck into the truck bay at Station 41.

Board of Trustees Regular Session 6:30 PM (immediately following the Work Session)

Board Members Present: Scott Wiggill, Megan Ratchford, Ricky Carlson, Dakota Wurth, Nancy Smalling, Brian Vincent, Annette Judd, and Mark Shepherd

Excused: Jerry Chatterton

Staff Present: Fire Chief Becraft, Deputy Chief King, Executive Assistant/Clerk Misty Rogers, Human Resource Coordinator Darren Berens, Amber King, and Deputy Fire Marshal Rawlings

Visitors: Casey Hunsaker and his family (NDFD Emergency Manager)

1. Call to Order – Chair Wiggill welcomed those in attendance.

2. Invocation or Inspirational Thought – Board Member Wurth

3. Pledge of Allegiance

   Chief Becraft introduced NDFD's new Human Resource Coordinator Darren Berens and Casey Hunsaker, the new NDFD Emergency Manager. Both employees will be a great addition to NDFD.

4. Citizen Comment – No comment

5. Consideration of Approval of NDFD Board of Trustee Meeting Minutes from September 2026

   Board Member Wurth motioned to approve the NDFD Board of Trustee Minutes from September 2026. Board Member Smalling seconded the motion. The motion passed.

6. Consideration of Approval of the NDFD Bills

   Carlson asked about the high cost of the repair of the pressure pump found on the bills. Deputy Chief King stated that the high-pressure fuel pump and all components needed repair.

   Board Member Shepherd motioned to approve the NDFD Bills. Board Member Wurth seconded the motion. The motion passed.

7. Consideration of Approval of the NDFD Financial Report

   Chief Becraft stated that the revenues and expenditures for FY2027 are on target and NDFD is watching fuel prices. We are hoping that prices will begin to decrease.

   Board Member Carlson motioned to approve the NDFD Financial Report. Board Member Wurth seconded the motion. The motion passed.

8. Discussion and Consideration of EMS Licensure RFP for the North Davis Fire District Service Area

   Chief Becraft stated that due to new statue, NDFD was required to RFP for 911 ambulance services. Andrea with the State of Utah was in attendance to answer any questions the board may have.

   Chief King stated that NDFD recently put out an RFP for 911 ambulance services as required by law. One other agency showed interest in process, however, they did not end up submitting a proposal. It was then stated that the items of consideration were cost, value, and quality of service. The proposal included call volume, staffing, vehicle inventory, cost of operating ambulance services, etc. Chief King stated that the process of completing the RFP was good and it allowed for administration to review NDFD process and locate areas which could be improved. In the end, it was recommended 911 ambulance services continue to be provided by NDFD. The mayors of each city within the district, the county commissioner, and MIDA will be asked to sign letter of support to submit with the NDFD re-licensure application.

   Andrea with the State of Utah recommended that the Board of Trustee issue a formal motion for the approval of the RFP.

   Chair Wiggill expressed his support for having NDFD continue 911 ambulance and emergency services.

Vice-Chair Ratchford motioned to approve the EMS licensure RFP for the North Davis Fire District to serve as the primary provider of emergency medical services to the areas within the North Davis Fire District. Board Member Smalling seconded the motion. The motion passed.

Chair Wiggill *(non-voting)*
Board Member Shepherd – aye
Board Member Smalling – aye
Board Member Carlson – aye
Board Member Ratchford – aye
Board Member Vincent – aye
Board Member Wurth – aye
Board Member Judd - aye

9. Fire Chiefs Report

Chief Becraft reported that the FY2026 audit has begun. He also reminded the Board that NDFD will be participating in an Impact Fee Study in the near future.

Chief Becraft and Chief King are currently working on a Cooperative Agreement with State Lands to provide additional protection for the District's service area. As part of this process, each city may be required to adopt the Urban Interface Code, which is not expected to present an issue for the participating cities. Entities that do not enter into an agreement with State Lands may be held financially responsible for fires occurring within their respective wildland-urban interface areas. Additionally, entering into a cooperative agreement may allow State Lands to bill for services provided.

Chief Becraft reported that NDFD's staffing capabilities have changed, and the District is now better positioned to assist with incidents in surrounding areas. He noted that if NDFD had a water tender available, it likely would have been utilized throughout the summer. Chief Becraft asked the Board of Trustees to consider authorizing the purchase of a tender this winter to establish a tender program.

He also suggested considering the deployment of one of the District's ambulances with one paramedic and one AEMT on board to provide additional support during incidents.

Board Member Carlson asked whether purchasing a new tender would be more beneficial than purchasing a used one. Chief Becraft responded that a used tender would be the best option for starting the program, as it would allow NDFD to purchase the vehicle outright with available cash.

Deputy Chief King stated NDFD crews are busy and have been recognized over the past few months each shift has been recognized by local hospitals for exceptional care which had been provided for specific calls. He then informed the Board of Trustees that NDFD responded to 367 calls in the month of September. A-Shift responded to 126 calls, B-Shift responded to 132 calls, and C-Shift responded to 109 calls. The calls occurred in the following areas:

- Clearfield City: 258
- Sunset City: 35
- West Point City: 38
- Syracuse City: 13
- Clinton City: 1
- Hill Air Force Base (HAFB): 1
- Layton City: 7
- Kaysville City: 2

- Riverdale City: 1

Chief King stated the NDFD held our annual fire prevention open houses at Station 42 and Station 41. Both events were well attended and a great success. The NDFD association held a hotdog sale fundraiser and the funds raised were put back into the association. The association gives back to the community whenever possible. Recently the association was able to donate funds to previous NDFD firefighter whose child is ill.

Board Member Smalling stated that the NDFD crews are extremely busy and expressed her appreciation to them for taking the time Sunset Candy Crawl

Chief King stated that the day before, NDFD ran seven calls within three hours in Clinton City. NDFD is extremely busy, but the crews are doing well.

9. Member City Updates

Board Member Shepherd stated that MIDA will be moving forward in early spring with the frontage road and the 650 North interchange.

Vice Chair, Ratchford, stated that Clearfield City recently opened an all-accessibility park. She then stated that the Blue Star Families are putting together a blanket drive for homeless veterans. Donations can be dropped at the Hilton until November 13th.

Board Member Carlson thanked NDFD for participating in their Candy Crawl event.

Board Member Smalling stated that the Agent Orange Memorial is completed and the dedication will occur on November 20th at

Board Member Vincent stated that the extension of HWY 177 is progressing and work is occurring round the clock. West Point City hold a Veteran's Day Breakfast on November 18th at 9:00 am at City Hall.

10. Consideration of adjourning into a Closed Session pursuant to one or more of the provisions of Section 52-4-205(1) of the Open and Public Meetings Law - tabled.

11. Motion to Adjourn

Board Member Shepherd motioned to adjourn. Vice-Chair Ratchford seconded the motion. The motion passed.

By: _____
SCOTT WIGGILL, CHAIR

ATTEST:

By: _____
MISTY ROGERS, CLERK