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, September 17, 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 (arrived at 6:20 PM), Megan Ratchford, Ricky Carlson, Dakota Wurth, Jerry Chatterton, and Nancy Smalling (electronic participation)

Excused: Brian Vincent, Annette Judd, and Mark Shepherd

Staff Present: Chief Mark Becraft, Deputy Chief Curt King, Executive Assistant/Clerk Misty Rogers, Battalion Chief Allen Hadley, Deputy Fire Marshal Mike Rawlings, and Amber King

Visitors: Family and friends of those NDFD Firefighters.

1. Badge Pinning for New NDFD Firefighters or Promoted Employees

   A badge pinning took place for newly hired NDFD Firefighter Avery Petrovich, Monte Mayeux, Landon Pugmire, Aaron Crane, David Ockey, Jackson Kay, JR VanDyke, and Braedon Roylance. Another badge pinning was held for promoted Engineer Branden Netzley and Captain Todd Smith.

2. Discussion of the Utah State Legislature enacted Senate Bill 215, effective May 7, 2025, requiring that municipalities formally select their provider(s) of ground ambulance, paramedic, and interfacility transport services through a public process (RFP).

   Chief Becraft explained that Senate Bill 215 requires that municipalities formally select their provider(s) of ground ambulance, paramedic, and interfacility transport services through a public process (RFP). NDFD will release the RFP within the next few weeks. NDFD will submit an RFP to provide the service that we have been providing. It is anticipated that the Board of Trustee will be asked to provide a letter of support for the selected agency during the October 22nd board meeting.

   Ms. Rogers reminded the board that the October Board meeting will be held on the 22nd, which is the fourth Thursday of the month instead of the third Thursday of the month.

Board of Trustees Regular Session 6:46 PM (immediately following the Work Session)

Board Members Present: Scott Wiggill (arrived at 6:20 PM), Megan Ratchford, Ricky Carlson, Dakota Wurth, Jerry Chatterton, Mark Shepherd (electronic participation), and Nancy Smalling (electronic participation)

Excused: Brian Vincent, Annette Judd, and Mark Shepherd

Staff Present: Chief Mark Becraft, Deputy Chief Curt King, Executive Assistant/Clerk Misty Rogers, Battalion Chief Allen Hadley, Deputy Fire Marshal Mike Rawlings, and Amber King

Visitors: None

1. Call to Order

2. Invocation or Inspirational Thought – Board Member Chatterton

3. Pledge of Allegiance

4. Citizen Comment – No comment; no one in attendance.

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

   Board Member Carlson motioned to approve the NDFD Board of Trustee Minutes from July 2026. Vice-Chair Member Ratchford seconded the motion. The motion passed.

6. Consideration of Approval of the NDFD Bills

   Vice-Chair Ratchford stated what "Treasury Pay" is. Ms. Rogers stated that the revenue indicated at "Treasury Pay" in the financial report is for "VA" payments received into the NDFD account. Ms. Rogers then stated in the revenue section terms such as "Noridian" or "Lockbox" are revenue received for ambulance services. Vice-Chair Ratchford asked how long it takes to collect from and insurance for ambulance services. Ms. Rogers stated the collection process for ambulance services could take months, if not years.

   Board Member Carlson stated that financial report shows several deposits of $181.13, he then asked what those charges were for. Ms. Rogers stated the fee of $181.13 is for a residential impact fee.

   Board Member Chatterton asked about a specific name within the financial report. Ms. Rogers stated that it is the name of a business and the fee paid was for a business inspection.

   Board Member Carlson asked about the purchase of a Colorado truck. Chief Becraft stated that Colorado truck was purchased for the Emergency Management position.

   Vice-Chair Ratchford 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, however the cost of fuel is a concern. Also, the new fire station has encountered two large repairs. One of the large windows in the truck bay has cracked. Video has been watched to verify that it was not damage caused by anyone, however the cause is unknown. The replacement of the window will cost approximately $8,000. He then stated that a plumbing issue will need be fixed.

Vice-Chair Ratchford motioned to approve the NDFD Financial Report. Board Member Wurth seconded the motion. The motion passed.

8. Fire Chiefs Report

Chief King stated that the new reporting software that NDFD is utilizing is providing more accurate data and reporting capabilities are much better. He then stated that for the Month of August, NDFD ran 42 calls in West Point, 36 calls in Sunset, and 264 calls in Clearfield. Chief King then provided the board with an example of the number of overlapping calls on August 1, 2026. The report shows that on August 11, 2026, NDFD responded to nine overlapping calls at the same time.

Chief King stated over the past few months, NDFD has responded to several difficult incidents, including a double fatal. We and Chief Hadley is watching over his crew. Chief King informed the board that NDFD responded to the Henefer fire, resources out of Davis County. NDFD sent resources to the area for three or four days. Davis County was impressed that NDFD pulled a team together as quickly as we did. NDFD will be reimbursed for the costs associated with the assistance of the Henefer fire. Chief King stated that NDFD has been doing a great job responding to calls and keeping up with fires within the District as well as surrounding areas.

Chief Becraft informed the Board of Trustees that he, Chief King, and two additional firefighters will be heading to WI to perform a final inspection of the ladder truck. We are hoping that the truck arrives in time for a push-in ceremony at the next board meeting. Chief Becraft then showed the photos of the truck, he then stated that it will be a great addition to NDFD. With manning, the new ladder truck will be a first ladder out to anything within the District and will likely be housed at Station 41.

9. Member City Updates

Board Member Chatterton stated that he will need to be excused from the October 22, 2026, meeting.

Board Member Wurth stated that Clearfield City recently opened an all-mobility park across from the high school. He then stated that Clearfield City will be hosting a "Howl-o-ween" activity for pups at Barlow Dog Park on October 17th.

Board Member Ratchford stated that Clearfield City will be holding an employee appreciation carnival at a local park on September 19th. HAFB has just received additional housing units. Clearfield City is updating their policies.

Board Member Smalling stated the Agent Orange Memorial will hopefully be completed by Veteran's Day.

Board Member Carlson provided an update to the 1800 North project.

Chair Wiggill stated that UDOT is working around the clock. The South side by the bridge should be completed by the end of October. Sunset City will be hosting a "Candy Crawl" for the community on October 17th. Chair Wiggill stated that NDFD recently held interview for the Emergency Manager positions. He then stated that it will be a benefit to have the new NDFD Emergency Manager to work with all three cities.

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 Chatterton motioned to adjourn. Vice-Chair Ratchford seconded the motion. The motion passed.

NORTH DAVIS FIRE DISTRICT OFFICIAL SEAL

By: _____
SCOTT WIGGILL, CHAIR

ATTEST:

By: _____
MISTY ROGERS, CLERK