

**WORK SESSION OF THE
BRIGHAM CITY COUNCIL TO
DISCUSS FIRE DEPARTMENT BILLING**
September 1, 2016
6:00 PM

PRESENT:	Tyler Vincent DJ Bott Alden Farr Ruth Jensen Tom Peterson	Mayor Councilmember Councilmember Councilmember Councilmember
ALSO PRESENT:	Joseph Bach Mary Kate Christensen Kirk Morgan Mike Nelsen Derek Oyler Jason Roberts	Fire Chief City Recorder City Attorney Police Chief Finance Manager City Administrator
ABSENT:	Mark Thompson	Councilmember

Chief Bach explained how the Fire Department billing is currently being done.

- Mitigate the emergency
- Collect insurance information at the scene
- Generate charges based on fee schedule
- Department personnel produce an invoice
- Administrative Assistant sends out invoice
- If no payment received they send multiple statements hoping for payment
- If not payment received, the account is written off

To date, they have billed \$7,300 and collected \$5,400. There is still a balance of \$1,900 they have not been able to collect.

The majority of these are vehicle accidents, drivers on 1100 South and on the freeway that do not live in Brigham City.

Chief Bach said they would like to put out a request for proposal (RFP) for a third party to do the billing. They would be much more efficient and are more trained in billing insurance claims. The claim would be itemized and based on actual services provided. The rates would be based on actual costs using amortized schedules for apparatus (including useful life, equipment, repairs and maintenance). Labor rates include an average department's actual burdened labor costs and not just a firefighter's wage. For example, wages, retirement, benefits, worker's comp, etc.

If the Fire Department went with an outside company, they would only have to gather the insurance information at the scene and input it into a secure web based program. The company would process it.

Councilmember Peterson said some of the money to support the Fire Department comes from taxes. He asked if it was possible to just charge non-residents. Chief Bach said Fire Department runs are not for residents. He used Garland as an example. Of the 25 vehicle accidents they billed for, only 3-4 were Garland residents. He added that everyone has to be billed, whether they are turned over to collections or not, and whether a discount is given to residents, is up to the Council.

Mr. Morgan stated that this is similar to other tax supported items in the City, such as the swimming pool. Everyone pays for the pool, but all those that participate at the pool pay the same price.

Councilmember Peterson felt this should be looked at.

Chief Bach felt that these are user fees. He explained that they are providing a service, but when they need to use it they should pay more for it, so all citizens do not need to pay for the use.

Chief Bach continued that they do not charge for standby; for example, an ambulance at a football game. The rest of the citizens are paying for it.

Councilmember Jensen said even though people think property taxes pay for it, property taxes have not increased in Brigham City for over 20 years. She did not feel that utility fees should be used to pay for it, users should.

Mr. Oyler said the Chief currently comes to the Council every year to increase rates when the state increases the amount allowed to charge for services. He asked the Council if they would consider changing the fee resolution to state that the rates will increase as the state increases rates. The rates could be emailed to the Council and given to the City Recorder. Councilmember Jensen asked if there would be public notification. Mr. Roberts said it could be posted on Facebook and on the City's website. The Council authorized Chief Bach to bring a new resolution with the change.

Councilmember Jensen said she would like to see the proposals that are received.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the 9/1/2016 Work Session.

Dated this 15th day of September 2016.

Mary Kate Christensen
Mary Kate Christensen, Recorder