

North View Fire District  
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North View Fire District Board Meeting Minutes  
October 24, 2023

The North View Fire District Trustees convened in a Fire Board Meeting session on October 24, 2023, at 5:00 p.m., at the North View Fire Station. Notice of time, place, and agenda of the meeting was electronically mailed to each Trustee to the Utah Public Meeting Notice Site, Standard Examiner, and posted at the North View Fire Station on October 24, 2023. Notice of the 2023 annual meeting schedule was electronically mailed to the Utah Public Notice Website and to the Standard Examiner. Pursuant to the NVFD Electronic Meetings Policy adopted March 16, 2011, One (1) or more trustees may have participated electronically, and the NVFD Station 21 315 E. 2550 N. North Ogden, Utah is designated as the anchor location, where members of the public may monitor and when appropriate, participate in the meeting. After notifying the District Clerk, Trustees may have participated electronically by telephone, Skype, Face time, or any method that facilitates communication electronically.

Present:

Chairperson Timothy Wheelwright  
Vice-Chairperson Jay Johnson  
Trustee John Arrington  
Trustee Cameron West  
Trustee Chris Clark  
Chief Kristopher Maxfield

Excused:

Trustee Maxwell Jackson  
Trustee Meredith Aardema

Staff Present:

Deputy Fire Chief Jeremiah Jones  
Deputy Chief/ Fire Marshal Ryan Barker  
Nicci Roylance, District Clerk  
Leonard Call, Treasurer

1. Opening Prayer, Reading or Expression of Thought, and the Pledge of Allegiance

Chairperson Wheelwright welcomes everyone to the meeting at 5:03 p.m.  
Chairperson Wheelwright led the board and audience in the pledge of allegiance, then offered a prayer.

2. Consideration to approve the minutes of September 26, 2023.

Trustee West made the motion to approve the minutes of September 26, 2023.  
Trustee Arrington seconded the motion.

Voting on the motion:

Chairperson Wheelwright	aye
Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Chris Clark	aye
Trustee Cameron West	aye

**3. Consideration to approve the monthly financial transactions for September 2023.**

Chairperson Wheelwright stated that the monthly financial transactions were distributed by email. Chairperson Wheelwright asked if anyone had any questions about the meeting. Trustee Arrington asked why the credit card account was a total of \$24,000. Trustee Arrington stated that he would like a journal, detail, or presentation of the financials. Chairperson Wheelwright asked Trustee Arrington if he felt right to make a motion on the September 2023 expenditures. Trustee Arrington made a motion to approve the September 2023 financial transactions. Vice-Chairperson Johnson seconded the motion.

Voting on the motion:

Chairperson Wheelwright	aye
Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Cameron West	aye
Trustee Chris Clark	aye

**4. Public Comments**

Chairperson Wheelwright acknowledges Harrisville city officials, Pleasant View City officials, Chief Maxfield's family, and many of our firefighters.

**5. Discussion and/or action to ratify the employment contract for the Fire Chief.**

Chairperson Wheelwright asked if there were any questions or concerns about the contract. Trustee Arrington had questions concerning whether we should publicize the contract for the Chief. A discussion was had concerning publishing the contract of the Chief's wage. Chairperson Wheelwright decided that we would not publish the contract. Trustee Clark made the motion to ratify the employment contract for the Fire Chief. Trustee West seconded the motion.

Voting on the motion:

Chairperson Wheelwright	aye
Vice-Chairperson Johnson	aye
Trustee Arrington	aye

Trustee Chris Clark	aye
Trustee Cameron West	aye

6. Badge Pinning for Chief Maxfield

Chairperson Wheelwright thanked Chief Maxfield for jumping right in and that the Board appreciated his work. Chairperson Wheelwright acknowledged that the District got a great Chief and is thankful that Deputy Chief Jones also decided to stay with the District. Thanked the employees for the sacrifice that they make for the community and will continue to do. Nicci Roylance, District Clerk led Chief Maxfield in the Fire Chief Oath. Chairperson Wheelwright stated that Chief Maxfield's son Greyson had pinned Chief Maxfield. Chief Maxfield introduced his family. Chief Maxfield expressed his gratitude to the employees. Chief Maxfield stated he had asked the staff to be patient and willing to work on getting things done.

7. Discussion and/or action on the Miscellaneous Surplus List.

Deputy Chief Jones stated that an email was distributed with a list of items that need to be surplus. Chairperson Wheelwright acknowledged the Harrisville city employees. Chairperson Wheelwright asked if there were any questions regarding what was on the list. Vice-Chairperson Johnson made the motion to approve the Miscellaneous Surplus List. Trustee Clark seconded the motion.

Voting on the motion:

Chairperson Wheelwright	aye
Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Cameron West	aye
Trustee Chris Clark	aye

8. Discussion and/or action on the December Board Meeting Date for the Audit.

Nicci Roylance, District Clerk stated that the regularly announced Board meeting for December would be held on the day after Christmas. Nicci Roylance, District Clerk stated that the Audit has to be approved by the 31<sup>st</sup> of December. Nicci Roylance, District Clerk asked if they would like to move the Board meeting to another day. Nicci Roylance, District Clerk stated that we could move it to December 19, 2023. Discussion was had on if they agreed to have the meeting on December 19, 2023. Chairperson Wheelwright stated that we would have a special meeting on December 19, 2023, and cancel the December 26, 2023, meeting. Trustee West made a motion to approve cancelling the December 26, 2023, meeting and having a special meeting on December 19, 2023. Vice-Chairperson Johnson seconded the motion.

Voting on the motion:

Chairperson Wheelwright	aye
Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Chris Clark	aye
Trustee Cameron West	aye

## 9. Chief's Report

Chief Maxfield stated that we were holding our meeting in the bay tonight due to a sewer flood. Chief Maxfield stated that Deputy Chief Barker would be over the restoration of the building after the damage. Chief Maxfield stated that he would be meeting with the insurance adjuster on Thursday, October 26, 2023. Chief Maxfield stated he would like the building to be restored promptly since this is where our employees live.

Chief Maxfield stated that our new medical director Dr. Hirschi signed his contract with North View Fire on his first day. Chief Maxfield stated that Dr. Hirschi is very excited to be a part of our organization.

Chief Maxfield stated that some of our policies and procedures are out of date. Chief Maxfield stated that we are looking into some subscriptions that could help us with getting those up to date. Chief Maxfield stated that Deputy Chief Jones would be spearheading the policies as one of his portfolios.

Chief Maxfield stated that today was Mitch Hansen's last day and that he is moving on to Bear River Health Department. Chief Maxfield stated he would be a huge loss and maybe leave the door open for him to return as a part-time. Chairperson Wheelwright asked what position he held. Chief Maxfield stated that he was a firefighter and that we would be filling two vacancies. Chief Maxfield stated that we solicited applications, and we will be selecting those that meet our requirements. Chief Maxfield stated that after looking at them we should have some good applicants to test. Discussion was had concerning the paramedics and what was allocated in this budget regarding hiring.

Chief Maxfield stated that he met with the Harrisville representatives today and is looking forward to working with them. Chief Maxfield stated that Jennie Knight is here to answer questions if any. Chairperson Wheelwright asked what the status of the funding. Jennie Knight stated that they submitted an RFP for an architect. Jennie Knight stated that they chose the same architect that is doing their public works building. Jennie Knight stated that they are looking at the deadline to apply for federal appropriations funds. Jennie Knight stated that we need to have a paper idea to apply for February or March of 2024. Jennie Knight stated that they were very upfront about the Fire Station. Jennie Knight stated that there is a meeting next week and that Chief Maxfield has been invited to that meeting. Chief Maxfield stated that he did tell Jennie Knight that if Harrisville City needed more than a handshake we could get a more legally binding agreement in place.

10. Chairperson's Report

Chairperson Wheelwright asked who would be attending the UASD convention. Nicci Roylance, District Clerk stated who would be attending the conference. Nicci Roylance, District Clerk clarified what each board member has to attend while in their term.

11. Other and/or Identify matters for future consideration and or action.

There were no other matters or concerns.

12. Adjournment

Trustee West made the motion to adjourn at 5:34 p.m. Vice-Chairperson seconded the motion.

Voting on the motion:

Chairperson Wheelwright	aye
Vice-Chairperson Johnson	aye
Trustee Arrington	aye
Trustee Chris Clark	aye
Trustee Cameron West	aye

X



Chairperson Timothy Wheelwright

X



Nicci Roylance, District Clerk

Date of Approved October 24, 2023, Board Meeting Minutes 11/28/23.

