

Minutes of North Tooele Fire District
Board Meeting
Stansbury Park Fire Station
179 Country Club
Stansbury Park, UT 84074

Date: February 15, 2023

Board Members present: Mark Hererra (Vice-Chair), Steve Manzione, Scott Bissegger and Ken Aldridge. Rick Pollock excused.

Staff present: Cassandra Ray. Chief Kevin Nunn excused.

Others present: Kirk Arnold, Steffanie Peck, Brandi Garcia, Tim Heise, and Tracy Shaw – Tooele County Clerk.

The board meeting of the Board of Trustees was called to order by Mark Herrera at 18:30 hours.

Item 2 – Pledge of Allegiance – Steve Manzione.

Item 3 Approval of minutes

- Approval of January 11, 2023, board meeting minutes. - Motion to approve by Steve Manzione. 2nd by Scott Bissegger. All approved.

Item 4 - New Firefighter Swearing-In Ceremony- None.

Item 5 – Firefighter Recognition – award of certifications.

- Connor Brown – EMT
- Chandler Bandley – Firefighter 1 and 2, Hazmat Awareness, Hazmat Operations

Item 6 - Monthly Status Report by Administrative Chief Cassandra Ray

- Firefighter Recognition
 - Connor Brown - EMT
 - Chandler Bandley – Fire 1/2, HazMat Awareness/Operations
- Call volume
 - Year to date is at 178, with last month at 71 EMS, 31 Fire.
 - Overlapping call volume is at 8% for the month, 9 calls.
- Significant Events
 - Feb 6th – Pediatric Trauma Arrest from fall off slide
 - Feb 9th – Inverted car on Regatta – no injuries but significant media coverage
 - Feb 13th – Ice Water Drowning in Tooele City, mutual aid
- Accomplishments
 - Winter Fire School – 6 attendees from NTFD
 - FEMA Grant applications submitted for PPE and an Engine
 - Fire Service Caucus attended by Captains and Chief
 - Firefighter Recruit Academy ongoing
 - Interviewed for Fire Marshal – still in process, decision will be made by next board meeting
 - Administrative Assistant – offer extended
- Planning
 - Safer Grant in March for recruitment/retention. Could be a Regional grant.
 - Finance discussions with bank for Stansbury Park remodel
 - Chief attending COG meeting this week to put Lake Point expansion on the County Capital Improvements list
 - John Stout is retiring Feb 23rd. Party from 10am-2pm.

Item 7 – Public Comment

- None

Item 8 – Bills Review

- Steve Manzione presented the bills/bank registers and the financial statements for January 2023 which were reviewed by the board members. He asked if anyone had questions – Scott Bissegger asked if we are getting good use from the Anytime Fitness membership – yes crews are using it almost every shift.

Item 9 – Contract Review

- Contract for Legal Services with Fabian VanCott – Chief Nunn requested quote from different legal service agencies. Received 3 – Fabian VanCott (FVC), Smith Hartvigsen, and Hayes Godfrey & Bell. All are qualified but 2 firms would send our account to junior attorneys, and one of them also represents other agencies in Tooele County. FVC will assign Rachel Anderson as our attorney. FVC has the highest per hour fee, however, Admin feels this is the best choice for legal counsel.
- 2023 Election Discussion – Cassandra Ray presented the formal notification of Election and Filing period for the Board to approve. Including 3 open positions – Seat A, B, and C. Filing period June 1-7, 2023. Contract from Tooele County will be forthcoming for them to run the election.

Item 10 – Old Business

- None

Item 11 – New Business

- Tooele County Clerk request to install a ballot box at the Stansbury Park Fire Station - Tracy Shaw, Tooele County Clerk, presented a request to install a ballot box at the Stansbury Park Fire Station in the parking lot under the lights. The ballot box at Anytime Fitness is not in compliance with state laws. A box at SP will provide better coverage, ADA access, and be protected by security cameras. Bollards will also be placed in front of the box for protection. The county will take care of all the expenses to install.
- 2022 Impact Fee Report – Cassandra Ray presented the FY 2022 Impact Fee report which is required by the State of Utah. It shows the year the impact fees were received since the District started collecting impact fees in 1997, the project from which the funds were collected, the capital projects for which the funds are budgeted, and the projected schedule for expenditure. This will be sent to the State Auditor upon the Board's approval. Cassandra Ray reviewed the Impact fee schedule to include Lake Point Fire Station Expansion, Arrowhead Fire Station (new), and a new fire engine.

Item 12 – Public Comment

- None.

Item 13 – Action Items

- Resolution 2023-02 Approval of contract for legal services with Fabian VanCott - Motion to approve by Scott Bissegger. 2nd by Steve Manzione. All approved.
- Resolution 2023-03 2022 Impact Fee Report Certification - Motion to approve the Impact Fee Report Certification by Steve Manzione. 2nd by Scott Bissegger. All approved.
- Motion to approve the Election Notification as presented and offices to be filled in the 2023 election cycle by Steve Manzione. 2nd by Scott Bissegger. All approved.
- Vote and approval to allow Tooele County to install a ballot box at the Stansbury Park Fire Station - Vote to approve to allow Tooele County to install a standing ballot box with bollards installed at the Stansbury Park Fire Station by Scott Bissegger. 2nd Steve Manzione. All approved.

Item 14 – Board Calendar

- March 15, 2023, 6:30 Board Meeting, Stansbury Fire Station
- April 19, 2023, 6:30 Board Meeting, Stansbury Fire Station
- May 17, 2023, 6:30 Board Meeting, Stansbury Fire Station
- June 1-7, 2023, application period for board positions

Item 15 – District Events

- Firefighter 1/2 Recruit Academy ongoing

Item 16 – Public Concerns

- None.

Item 17 – Closed session - None

Item 18 - Adjourn Board Meeting - Motion to adjourn by Scott Bissegger. 2nd by Steve Manzione. All approved

Adjourned: 19:07