

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

Date: January 14, 2026

Board Members present: Rick Pollock, Mark Herrera, Steve Manzione, Scott Bissegger, Kurt Stephensen, and Daniel Boone.

Staff present: Chief Kevin Nunn, Deputy Chief Jason Brown, Kim Clausing, Buck Peck and Kaylee Moya. Cassandra Ray attended Teams.

Others present: Kirk Arnold, Chris Unsworth, and Rob Clausing

The board meeting of the Board of Trustees was called to order by Rick Pollock at 18:30

Item 2 – Pledge of Allegiance – Scott Bissegger

Item 3 - New Board Member Swearing-in – Kaylee Moya Swore in Mark Herrera and Steve Manzione as newly elected Board Members.

Item 4 – Approval of minutes

Approval of December 17, 2025, board meeting minutes – Motion to approve minutes by Steve Manzione. 2nd by Kurt Stephensen, All Approved.

Item 5 – Firefighter Recognitions - None

Item 6 - Monthly Status Report by Deputy Chief Jason Brown

- Call Volume
 - Last year on this date there were 46 calls, up by 3 calls from last year
 - Current – 49, 97 since last board meeting (averaging 3 per day)
 - MVA's on I-80, 17 since last board meeting
- Significant Events
 - No real significant events to report
 - No mutual aid calls for the month
- Accomplishments
 - 9 Volunteers started recruit academy at TEAD, Multiple people from NTFD helping teach classes.
 - Santa Run in December
 - Polar Plunge
- Planning
 - 6 Firefighters attending Winter Fire School
 - Chief Nunn teaching at Winter Fire School
 - Buck will be attending the Fire Marshal Conference
 - Many upcoming trainings
- Special Awards
 - Mike Frieden retirement party, gave him a plaque for 40 years of service

Item 7 – Fire Marshal Monthly Report by Buck Peck

- Fire Marshal Peck informed the board that Erda City had joined a lawsuit against 6-mile ranch.
- The Growth of the Inland Port.
- Train derailment by the Industrial Park.

Item 8– Grant Projects Monthly Report by Kim Clausing

- Lake Point City – Applied for CDBG funding, Kim Clausing helped get surveys done. Now just waiting for results.
- License Plate grant got awarded and it was \$5,000
- Applied for the State Farm grant – it will be used for used laptops
- Ready-Set-Go was awarded for \$5,000
- Still working with CMAQ funding for a ladder truck

Item 9 – Public Comment – None**Item 10 – Bills Review**

- Steve Manzione presented the bills/bank registers and the financial statements for December 2025 which were reviewed by the board members. When asked if the board had questions, the board had no questions.

Item 11 – Nominations for the 2026 Board Officer Positions (Chair, Vice Chair, and Treasurer)

- Chair – Rick Pollock
- Vice-Chair – Mark Herrera
- Treasurer – Steve Manzione

Item 12 – Contract review

- Update all Conflict of Interest and Ethical Behavior forms – Board, Staff, NTFD Members
- Tooele County Special operations MOU review – Tabled until Next Board Meeting

Item 13 – Old Business

- Discussion of 2026 board workshop – select dates – March 14th, 2026, 8-12 PM

Item 14 – New Business

- Updated URS Service Agreement to include the Roth 401(k) and 457(b) including an employer match – Board needed more information about employer matches. Will continue discussion at next board meeting.
- Updates to the Retirement policies to coincide with recent retirement and savings plan procedures – Tabled until next board meeting
- NTFD Training and Educational opportunities in 2026 – Chief Brown discussed the various in state and out of state trainings that NTFD members will be attending this year.

Item 15 – Public Comment - None**Item 16 – Action Items**

- Resolution 2026-01 Election of 2026 Board Officers – Motion to approve by Mark Herrera, 2nd by Scott Bissegger. All Approved.
- Resolution 2026-02 URS Updated Service Agreement – Tabled until Next Board Meeting
- Resolution 2026-03 Updating of URS policies and procedures – Tabled until Next Board Meeting
- Resolution 2026-04 Tooele County Special Ops MOU – Tabled until Next Board Meeting
- Approval of the 2025 4th Quarter bills (October, November, December) – Motion to approve by Scott Bissegger. 2nd by Steve Manzione, all approved.

Item 17 – Board Calendar

- February 18, 2026, 6:30 Board Meeting, Stansbury Fire Station
- March 18, 2026, 6:30 Board Meeting, Stansbury Fire Station
- March 14, 2026, 8-12 Board Workshop, Stansbury Fire Station

Item 18 – District Events

- January 21-23, 2026, Winter Fire School, St. George, Chief Nunn will be teaching

- Fire Recruit Academy January – May 2026, hosted by Tooele Army Depot Fire Department

Item 19 – Public Concerns – None

Item 20 – Closed session - None

Item 21 - Adjourn Board Meeting – Motion to adjourn board meeting by Steve Manzione. 2nd by Scott Bissegger, all approved.

Board Meeting Adjourned: 19:12