

# Minutes

North Summit Fire Service District  
Administrative Control Board  
Special Meeting  
86 E Center St  
Coalville, UT 84017  
**February 7, 2022**

1 Chair Andersen called the meeting to order at 6:30PM

2 **Board Members Present**

3 Chair Michelle Andersen

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Melanie Bosworth

7 Don Winters

8

9 **Public Present**

10 Mayor Mark Marsh

11 Sheriff Justin Martinez

12 Lt. Ken Jones

13 Mike & Louise Willoughby

14 Member of the Media

15

16 **Public Present Electronic**

17 Jared Sorensen

18 Deb Rowland

19 Paces

20 Ted B

21 Brittney

22 Toria Barnhart

23 Toby Kershaw

24 18019220988

25 Concerned Citizen

26 Pam Slaughter

27 Steffan

28 Vincent Heidi's iPhone

29 Alexander Cramer

30 Chaz Ray

31 18013608943

32

33 **Item 2 Roll Call**

34 A quorum was present.

**Staff Present**

Tyler Rowser, District Clerk

Ryan Stack. Deputy County Attorney

Dave Thomas, Chief Deputy County  
Attorney

Tyler Lewis

Gary

Larry Leifson

Dena

Scott Anderson

Assignment Desk

Kim Bowen

Arianne Brown

David Warnock

Nolan

B

Camellia

SH

Paul S

Fox 13 News

35 **Item 3** Possible Closed-door meeting in compliance with Utah Code §52-4-205(1)(a)  
36 & (f) – Personnel & Deployment of Security Systems.

37 Board Member Bosworth motioned to go into closed door meeting for personnel  
38 & Security, Vice Chair Rees seconded the motion, a roll call vote was called,

39 Board Member Bosworth Aye

40 Board Member Winters Aye

41 Treasurer Novak Aye

42 Vice Chair Rees Aye

43 Chair Andersen Aye

44 All Ayes motion passed moved to the County Attorney’s office, for closed meeting  
45 at 6:31PM

46 Present in the closed meeting were the 5 board members listed above, Dave  
47 Thomas, & Ryan Stack

48 **Item 4** Reconvene in Open meeting at 6:57PM

49 **Item 5** Regular Meeting

50 a. **Discussion and Possible approval of an inter local agreement (ILA)**  
51 **with Park City Fire District to provide short-term fire protection**  
52 **services.**

53 Dave Thomas reviewed the ILA with the board, PCFD will be leasing all the fire  
54 station and equipment in them. PCFD is requesting to be named as additional  
55 insured on the district’s insurance. PCFD will have full time staff at the  
56 Coalville station, with a fire engine from PCFD. The Total cost of the 60 day  
57 ILA will be \$168,000. Invoices are to be paid in 30 days. The PCFD board  
58 wanted it to be known that they are supportive of helping but are not interested  
59 in taking over or running the NSFD.

60 Treasurer Novak made a motion to approve the Inter Local Agreement with  
61 Park City Fire District to provide short-term fire protection services for the  
62 district, Board Member Bosworth seconded the motion, a roll call vote was  
63 called,

64 Board Member Bosworth Aye

65 Board Member Winters Aye

66 Treasurer Novak Aye

67 Vice Chair Rees Aye

68 Chair Andersen Aye

69 All ayes, motion passed.

70 b. **Discussion and possible action regarding issues of Station access and**  
71 **security**

72 The station security issues have been taken care of.

73 c. **Discussion of recently approved bylaws for the Administrative**  
74 **Control Board, and possible action regarding new account access**  
75 **protocols consistent with the bylaws**

76           The bylaws were approved and by the Council, and they state that all our  
77           finance are to be handled by the Treasurer and District Clerk, we need to make  
78           sure that all bank accounts are handled according to the bylaws.  
79           Board Member Bosworth motioned to have all finances moved over to Tyler and  
80           Mike, Vice Chair Rees seconded the motion, a vote was called, all ayes, motion  
81           passed.

82   **Item 6. Adjournment**

83           Treasurer Novak made a motion to adjourn, Board Member Winters seconded  
84           the motion, a vote was called, all ayes, motion passed. Adjourned at 7:07PM