

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
86 E Center St
Coalville, UT 84017
February 10, 2022

1 Chair Andersen called the meeting to order at 6:00PM

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 Bryce Bowyer

11 Kathryn McMullin

12

13 **Public Present Electronic**

14 Trenton Bosworth

15 Toria Barnhart

16 Andrew's iPhone (2)

17 Alexander Cramer

18 Nolan Mitchell

19 Brittney

20 Jared Sorensen

21 14356404443

22 Sue Smith

23 18015976863

24 Kayla Donaldson

25

26 **2. Roll Call**

27 A quorum was present.

28 **3. Pledge of Allegiance**

29 Board Member Bosworth lead the board and public in the pledge of
30 allegiance.

31 **4. Closed-door meeting in compliance with Utah Code §52-4-205(1)(a) –**
32 **Personnel**

33 Board Member Bosworth motioned to go to closed door meeting for personal,
34 Vice Chair Rees seconded the motion, rollcall vote was called,
35 Board Member Bosworth aye

Staff Present

Tyler Rowser, District Clerk

Ryan Stack. Deputy County Attorney

David Warnock

Assignment Desk

Robert

Cody

Kathy Chappell

Tom Fisher

Michelle

Darren Judd

Douglas Fryer

Jeremiah Blonquist

Kayleen

Mel Ramon

36 Board Member Winters Aye

37 Treasurer Novak Aye

38 Vice Chair Rees Aye

39 Chair Andersen Aye

40 Motion passed, in closed session at 6:02PM

41 Present in the closed-door meeting board members above, Ryan Stack, David

42 Warnock, Tom Fisher

43 **5. Reconvene in Open meeting**

44 The board reconvened in open meeting at 7:22PM

45 **6. Work Session**

46 **a. Discuss Strategic Plan**

47 Treasurer Novak has been working on the plan, he has started the
48 history from the district. When we get a new Chief, we will need to
49 finalize it with them.

50 **b. Review and discuss logistical items needed for the restructure
51 of the department, Interim and long-Term Solutions**

52 Some of the short-term issues are firefighters keeping certified for
53 wildland season, Bryce Boyer will be working on training for both
54 recertifying and new certifications.

55 Tom discussed the logistical items of moving forward.

56 A discussion was also had on the types of service that we could look at
57 for how to staff and provide a better service.

58 **c. Discuss the process of impact fees**

59 Ryan updated the board on the process, I have put this as part of the
60 long-term plan. We currently have more pressing items to worry about.

61 The notice has been posted, it will be up for a month, then we will need
62 to work on the RFP. The question was asked if we could use impact
63 fees to pay for the tollgate station, it was determined that this would
64 be enhancing service not off setting new growth.

65 **7. Regular Meeting**

66 **a. Public Comment (3 min per person)**

67 *Any public comments are only allowed for items not on the agenda*

68 None

69 **b. Review and possibly approve of Strategic Plan**

70 Board Member Bosworth motioned to table, Treasurer Novak seconded
71 the motion, a vote was called, all ayes, motion passed.

72 **c. Review and possible approval of Resolution 22-01 Entity
73 Resolution of the Utah State Treasurer, Public Treasurers
74 Investment Fund**

75 This resolution is to change who is authorized on the PTIF accounts.

76 Vice Chair Rees motioned to approved Resolution 22-01, Board
77 Member Bosworth seconded the motion, a vote was called, all ayes,
78 motion passed.

79 **d. Treasure Report/Financial Discussion**

80 The authorized signers at Zions Bank have been updated to Mike
81 Nova, Melanie Bosworth & Don Winters, all credit cards have been
82 canceled. Online access to the account has been given to Tyler & Mike.

83 **e. Review and possible approval of Accounts Payable**

84 Treasurer Novak motioned to approve the Accounts Payable, Board
85 Member Winters seconded the motion, a vote was called, all ayes,
86 motion passed.

87 8. Adjournment

88 Board Member Winters motioned to adjourn, Treasurer Novak seconded the
89 motion, a vote was called, all ayes, motion passed adjourned at 8:21PM