

Minutes

North Summit Fire Service District
Administrative Control Board
Special Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017
March 17, 2022

1 Chair Andersen called the meeting to order at 6:12PM

2 **Board Members Present**

3 Chair Michelle Andersen

4 Vice Chair Jim Rees

5 Treasurer Michael Novak - Excused

6 Melanie Bosworth

7 Louise Willoughby

8 Roger Armstrong

9 Chris Robinson

10 Ari Ioannides - Excused

11 Don Donaldson - Excused

12

13 **Public Present**

14 Mike Grant

15 Marven Sarsen

16

17 **Item 2 Roll Call**

18 A quorum was present.

Staff Present

Tyler Rowser, District Clerk

Ryan Stack, Deputy County Attorney

David Warnock

Public Present Electronic

Nick Bosworth

Bryce Boyer

Brittney

Trenton Bosworth

Sue Smith

14356409128

Nolan

McKenna

Ben Neilson

Tom Fisher

19 **Item 3 Closed-door meeting in compliance with Utah Code §52-4-205(1)(a) –**
20 **Personnel**

21 Board Member Robinson made a motion to go in to closed door for personnel,

22 Board Member Rees seconded the motion, roll call vote,

23 Board Member Bosworth Aye

24 Board Member Willoughby Aye

25 Board Member Armstrong Aye

26 Board Member Robinson Aye

27 Vice Chair Rees Aye

28 Chair Andersen Aye

29 Board Member Ioannides Not Present

30 Board Member Donaldson Not Present

31 Treasurer Novak Not Present

32 Motion passed, Moved to the County Attorney's office at 6:42PM

33 All board members present at the meeting, Ryan Stack, David Warnock

34 **Item 4 Reconvene in Open meeting**

35 The Board reconvened in open meeting at 7:23PM

36 **Item 5 Pledge of Allegiance**

37 Chair Andersen led the board and public in the pledge of allegiance

38 **Item 6 Work Session**

39 **a. ACB Bylaws review**

40 Item tabled until all new board members are present.

41 **b. Review inventory lists**

42 Steve Jensen joined to explain the inventory review process and where
43 the district stands on personal protective equipment.

44 **c. Review certifications of volunteer force**

45 The board reviewed the certification levels of the former volunteer
46 force. This list may not be 100% complete, as no accurate records were
47 kept, and we had to look information from the Utah Fire & Rescue
48 Academy and the Utah Bureau of EMS

49 **d. Discuss short-term future fire service for the District**

50 Tabled

51 **Item 7 Regular Meeting**

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

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

54 None

55 **b. Discussion and possible decision concerning Board Leadership**

56 We have new members, and council members now on the board,
57 Michelle stated that she would like to step down, as chair and
58 nominated Roger Armstrong as the new Chair of the Board, to take
59 effect at the end of the meeting, Board Member Willoughby seconded
60 the motion, a vote was called, all ayes, motion passed.

61 **c. Discussion and possible recommendation to the County
62 Council concerning a Fire Chief contract**

63 David explained that the recruitment was a natation wide search. We
64 had 14 people who applied for the job, the board took it down to 6 to
65 interview. A final interview was held with Ben Nielson with an
66 interview panel comprised of the board, members of the public. Ben
67 Nielson is the recommendation of the board. Ben will be able to have
68 limited outside employment, with 5 shifts a month at nights, weekends
69 and or holidays. This is a 3-year agreement, with a 6-month
70 probationary period. The starting salary is \$95,000 a year with full
71 benefits and a district issued vehicle. Board Member Robinson
72 motioned recommend to the County Council entering into an
73 employment contract with Benjamin L. Nielson with changes to
74 include his full name, and added clarification to the outside
75 employment section, Board Member Willoughby seconded the motion,

76 a vote was called, all ayes, motion passed. Board Member Robinson
77 made a motion to approve an addendum to the contract allowing Ben to
78 live outside the district and county, Board Member Armstrong
79 seconded the motion, a vote was called, all ayes, motion passed.

80 **d. Treasurer Report**

81 Tabled

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

83 Board Member Robinson motioned to approve the accounts payable,
84 Vice Chair Rees seconded the motion, a vote was called, all ayes,
85 motion passed.

86 **f. Chair Updates**

87 None

88 **g. Board Members Updates**

89 Vice Chair Rees would like to welcome, the new board members and
90 thank Michelle for her help.

91 Board Member Robinson stated subject to what happens tomorrow
92 with the council, we will need to meet with the new chief and
93 brainstorm what we need to do going forward. Should we have a
94 meeting with the new chief next week? The board agreed to have a
95 meeting on March 23, 2022, at 4PM at the Courthouse.

96 **Item 8 Adjourn**

97 Board Member Robinson motioned to adjourn, Board Member Armstrong
98 seconded the motion, a vote was called, all ayes, motion passed adjourned at
99 8:04PM