

# Minutes

North Summit Fire Service District  
Administrative Control Board  
Special Meeting  
Executive Conference Room  
60 N Main St  
Coalville, UT 84017  
**March 23, 2022**

1 Chair Andersen called the meeting to order at 4:00PM

2 **Board Members Present**

3 Chair Roger Armstrong  
4 Vice Chair Jim Rees  
5 Treasurer Michael Novak  
6 Melanie Bosworth - Excused  
7 Louise Willoughby  
8 Michelle Andersen  
9 Chris Robinson  
10 Ari Ioannides  
11 Don Donaldson

**Staff Present**

Chief Ben Nielson  
Tyler Rowser, District Clerk  
Ryan Stack, Deputy County Attorney

12  
13 **Public Present**

14 Mike Grant  
15 Margarita Richins  
16 *Mike Novak's Wife and Grandson*

17 **Public Present Electronic**

18 Gale Pace Bryce Boyer  
19 KPCW 18014502749  
20 Toria Barnhart Tom Fisher

21  
22 **Item 2 Roll Call**

23 A quorum was present.

24 **Item 3 Pledge of Allegiance**

25 Chair Armstrong lead the board and public in the Pledge of Allegiance

26 **Item 4 Work Session**

27 a. **Discussion with Chief Nielson of his plan to restaffing the**  
28 **department**

29 The board and chief had a discussion on how to restaff the department  
30 and brining a new culture into the department. Along with setting up a  
31 formal application and interview process, to restaff and going into the  
32 future.

33 b. **Discussion of goals for the next 30 and 60 days**

34 Chief Nielson talked about his plan for the next 30 to 60 days for  
35 staffing and getting his feet under him with running the department.

36 **Item 5 Regular Meeting**

37 **A. Discussion and possible recommendation to the Summit**  
38 **County Council, to extend the Inter Local Agreement with**  
39 **Park City Fire District for short term fire protection service.**

40 Chief would like to extend the ILA 2 weeks, but we also have to give  
41 PCFD notice 2 weeks in advance from the following 2 weeks, if we feel  
42 we will need them.

43 Board Member Robinson motioned to extend the ILA 2-week, not to  
44 exceed, \$39,200 with an option to extend an additional 2 weeks, Board  
45 Member Andersen seconded the motion, a vote was called, all ayes,  
46 motion passed.

47 **Item 6 Adjourn**

48 Board Member Robinson motioned to adjourn, Board Member Ioannides  
49 seconded, a vote was called, all aye, Adjourned at 5:43PM