

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017
May 12, 2022

1 Vice Chair Rees called the meeting to order at 6:02PM

2 **Board Members Present**

3 Chair Roger Armstrong - Excused

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Melanie Bosworth

7 Louise Willoughby joined at 7:57PM

8 Michelle Andersen

9 Chris Robinson - Excused

10 Ari Ioannides

11 Don Donaldson

12

13 **Public Present**

14 Paul Suitor

15 **Item 2 Roll Call**

16 A quorum was present.

17 **Item 3 Pledge of Allegiance**

18 Vice Chair Rees lead the Board and public in the Pledge of Allegiance

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

20 **Personnel**

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

22 Board Member Bosworth seconded the motion, a roll call vote was called,

23 Board Member Bosworth Aye

24 Board Member Andersen Aye

25 Board Member Ioannides Aye

26 Board Member Donaldson Aye

27 Treasurer Novak Aye

28 Vice Chair Rees Aye

29 Motion passed, Moved to the County Attorney's office at 6:04PM

30 All board members listed above present, Ben Nielson, Ryan Stack

31 **Item 5 Reconvene in Open meeting**

32 The Board reconvened in open meeting at 7:01PM

33 **Item 6 Work Session**

34 a. **Discussion of impact fees, capital facility needs**

Staff Present

Ben Nielson, Fire Chief

Tyler Rowser, District Clerk

Ryan Stack, Deputy County Attorney

Public Present Electronic

Megan Franz

Brian

Sue Smith

35 Chief reviewed the timeline of what has taken place before he was
36 hired on the impact fees.
37 Chief would like to work towards having all fire stations staffed. A new
38 study has to be done every 5 years for impact fees. We need to renovate
39 the Henefer & Wanship stations we need to be more specific about the
40 growth in Wanship. Need three engines, and a ladder truck.

41 **b. Discussion on Truth in Taxation and the process**

42 We haven't raised taxes in 15 years, our 2021 rate 0.000454

43 **c. Discussion on Citizen Corps**

44 This is a group of people who are trained, to help with emergency
45 situations. This is a better fit then for tollgate area then what has been
46 happening in the past.

47 **Item 7 Consideration of Approval**

48 **a. Discussion and possible approval to join Houston-Galveston**
49 **Area Council (H-GAC)**

50 This is another group that has done procurement contracts for
51 government agencies to participate in and is no cost to the District.
52 Board Member Ioannides motioned to approve the contract with H-
53 GAC Board Member Andersen seconded the motion, a vote was called,
54 all ayes, motion passed.

55 **b. Discussion and possible approval to join Sourcewell**
56 **Cooperative Purchasing**

57 Chief discussed and presented the information on joining the
58 Sourcewell Cooperative purchasing system. Board Member Bosworth
59 motioned to join Board Member Andersen seconded the motion, a vote
60 was called, all ayes, motion passed.

61 **c. Discussion and possible approval of bid for new air packs**

62 Chief presented the bids for air packs, Curtes came \$187,616.20
63 Widner Fire \$187,590 for 10 compete sets of SCBA's and the fittings
64 for upgrading the filling system. Board Member Andersen motioned to
65 approve the Widner bid of \$187,590 quote S45542 dated 5/11/22 for 10
66 packs to be completed after joining HGAC, Treasurer Novak seconded
67 the motion, a vote was called, all ayes, motion passed.

68 **d. Discussion and possible approval of amount not to exceed for**
69 **Chiefs Vehicle**

70 Chief presented that bid from Young Chev, for a chief's truck, but
71 because of supply chain it is hard to get a truck ordered currently.
72 Treasurer Novak motioned to approve a chiefs vehicle not to exceed
73 \$75,000 fully equipped, and that it will need to be on state contract,

74 and look at any other types that maybe available, Board Member
75 Willoughby seconded the motion, a vote was called, all ayes, motion
76 passed.

77 **e. Discussion and possible approval to move the June meeting**
78 **date**

79 Ryan Stack stated that he had a conflict with the regularly scheduled
80 June board meeting and requested that the board move the meeting to
81 an alternate date. Treasurer Novak motioned to move the meeting to
82 June 2nd at 5PM Board Member Ioannides seconded the motion, all
83 ayes, motion passed.

84 **f. Chief's Report**

85 Chief wanted to recognize those who saved a life in a cardiac arrest.
86 Chief reported that PCFD had a meeting with the county council and
87 that they want to remove PCFD from the eastern Summit County EMS
88 service and have NSFD and SSFD manage the EMS service ourselves.

89 **g. Review and possible approval of Accounts Payable**

90 Board Member Ioannides motioned to approve accounts payable, Board
91 Member Donaldson seconded the motion, a vote was called, all ayes,
92 motion passed.

93 h. Review and discussion of year to date (Jan 1 to April 30) financials

94 **i. Administrative Control Board Minutes of February 4, 2022;**
95 **February 10, 2022; February 28, 2022; March 10, 2022; and**
96 **March 17, 2022**

97 Treasurer Novak motioned to approve the February 10th and 28th, 2022
98 minutes, Board Member Andersen seconded the motion, a vote was
99 called, board members, Rees, Andersen, Bosworth, & Novak aye, other
100 board members not present at the meeting, motion passed.

101 Board Member Ioannides motioned to approve the March 10th and 17th
102 2022, minutes, Treasurer Novak seconded the motion, a vote was
103 called, all ayes, motion passed.

104 Treasurer Novak motioned to table the minutes of February 4, 2022,
105 Board Member Bosworth seconded the motion, a vote was called, board
106 members, Rees, Andersen, Bosworth, & Novak aye, other board
107 members not present at the meeting, motion passed.

108 **j. Treasurers Report**

109 This item was tabled

110 **Item 8 Adjourn**

111 a. Board Member Ioannides motioned to adjourn, Treasurer Novak
112 seconded the motion, a vote was called, all ayes, adjourned at 9:02PM