

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017
November 10, 2022

1 Chair Armstrong called the meeting to order at 6:09PM

2 **Board Members Present**

3 Chair Roger Armstrong

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Louise Willoughby Excused after closed returned at 7:04

7 Chris Robinson - Electronic

8 Ari Ioannides – Electronic

9 Don Donaldson

Staff Present

Ben Nielson, Fire Chief

Tyler Rowser, District Clerk

Ryan Stack. Deputy County Attorney

Public Present

10

11 **Public Present Electronic**

12 Janna Young

13 Matt Leavitt

14

15 **Item 2 Roll Call**

16 A quorum was present.

17 **Item 3 Pledge of Allegiance**

18 Chair Armstrong lead the board and public in the pledge of allegiance.

19 **Item 4 Closed session in compliance with Utah Code §52-4-205(1) as**
20 **needed, to discuss:**

21 a. Purchase, exchange, or lease of real property

22 b. Pending or reasonably imminent litigation

23 c. Personnel – to discuss the character, competence, or physical or mental
24 health of an individual

25 Board Member Robinson motioned to move in to closed session for
26 litigation and discussion of real property, Vice Chair Rees seconded the
27 motion, a vote was called, all ayes, motion passed, closed session began
28 at 6:10PM and was moved to the County Attorney’s conference room.

29 Present in the closed session, all present board members, Ryan Stack
30 and Ben Nielson

31 Treasurer Novak motioned to move from litigation to real property,
32 Board Member Donaldson seconded the motion, all ayes.

33 Vice Chair Rees motioned to adjourn from closed session, Treasure
34 Novak seconded the motion, a vote was called all ayes.

35 **Item 5 Reconvene in Open Meeting**

Reconvened in open session at 6:46PM

Item 6 Work Session

d. Chief's Report. Discussion of current operational status.

Chief Nielson went over the call volume for the past month, staffing and what he's doing to gear up for winter.

e. Treasurer's Report. (Mike Novak)

Treasurer Novak went over the 2023 budget and the amended bouget for 2022.

f. Discussion of a possible Inter Local Agreement for Henefer Town to use Station 22 for housing equipment whey they remodel their building.

Tabled

Item 7 Consideration of Approval

g. Discussion and possible approval of the roof repair at Station 22, due to wind damage

The district is insured up to replacement value, the insurance company is holding a portion of the claim until the project is completed.

Board Member Willoughby motioned to approve Alpine cleaning for repairs to Station 21 totaling of \$61,424.66 Board Member Donaldson second the motion, a vote was called, all ayes, motion passed.

h. Discussion and possible recommendation to the Summit County Council of the 2023 final and 2022 amended operating and capital budgets

Board Member Robinson motioned to recommend the 2023 final and 2022 amended operating and capital budgets to the County Council, Board Member Donaldson seconded the motion, a vote was called, all ayes, motion passed.

i. Discussion and possible recommendation to the Summit County Council of the Personnel Policies

s motioned to recommend to the summit county council of the personal policies with the edits, Board Member Donaldson seconded the motion, a vote was called, all ayes, motion passed.

j. Discussion and possible recommendation to the Summit County Council for approval of the Administrative Fire Captain job Description

Tabled

k. Review and possible approval of Accounts Payable.

Tabled

Item 8 Board Comments.

Chair Armstrong would like to cancel the December meeting unless board members felt they needed to have a meeting.

APPROVED 01.12.23

79 **Item 9 Adjourn.**

80 Treasurer Novak motioned to adjourn, Vice Chair Rees seconded the
81 motion, a vote was called, all ayes, adjourned at 8:23PM