

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017
March 9, 2023

1 Vice Chair Rees called the meeting to order at 6:01PM

2 **Board Members Present**

3 Chair Roger Armstrong – Electronic
4 Vice Chair Jim Rees
5 Treasurer Michael Novak - Electronic
6 Louise Willoughby
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

Susie Becker - Electronic
Dennis Golden

10

11 **Item 2 Roll Call**

12 A quorum was present.

13 **Item 3 Pledge of Allegiance**

14 Vice Chair Rees lead the board and public in the pledge of allegiance.

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

- 17 a. Purchase, exchange, or lease of real property
18 b. Pending or reasonably imminent litigation
19 c. Personnel – to discuss the character, competence, or physical or mental
20 health of an individual

21 No closed meeting was called.

22 **Item 5 Reconvene in Open Meeting**

23

24 **Item 6 Consideration of Approval**

25

26 a. **Introduction of new Fire Captains.**

27 Chief Nielson introduced the 4 new full time Captains to the board.

28 b. **Discussion and possible recommendation to the County**
29 **Council as Governing Body for a public hearing on April 5,**
30 **2023, and adoption of the Impact Fee Facilities Plan (IFFP)**

31 Susie went over the way they formulated the fees and what the
32 maximum fee is.

33 Board member Robinson motioned to recommend the impact fee
34 facilities plan (IFFP) to the County Council to hold a public hearing

- 35 and approve the plan, Board Member Donaldson seconded the motion,
36 a roll call vote was called,
37 Board Member Donaldson *Aye*
38 Board Member Willoughby *Aye*
39 Board Member Ioannides *Aye*
40 Board Member Robinson *Aye*
41 Treasurer Novak *Aye*
42 Chair Armstrong *Aye*
43 Vice Chair Rees *Aye*
44 Motion passed.
- 45 **c. Discussion and possible approval of the ImageTrend software**
46 **contract.**
47 Chief Nielson went over the details of the other options for software,
48 and still recommended ImageTrend. Board Member Robinson
49 motioned to approve ImageTrend contract, Board member Willoughby
50 seconded the motion, a vote was called, all ayes, motion passed.
- 51 **d. Discussion of the types of Fire Engines and what would work**
52 **best for our area and update on inspection of engines.**
53 Board Member Ioannides discussed the different options of fire engines
54 and what would work best for the different areas of the district.
- 55 **e. Update on the new P25 Radio System.**
56 Chief Nielson discussed that Utah Communications Authority has
57 come back that they have received more money to put towards a larger
58 discount for radio.
- 59 **f. Review of Q4 2022 financials.**
60 Clerk Rowser reviewed the finance statement for Q4/Year End 2022
61 financials. They are the unaudited financial though.
- 62 **g. Treasurer Report**
63 Mike went over the finance policy he has been drafting and would like
64 to get it over the Ryan and the Finance committee review to bring back
65 to the board. Mike went over the cash flow and how we will start pull
66 from the County loan.
- 67 **h. Chief's Report. Discussion of current operational status.**
68 Chief Neilson went over the calls we have been having and answered
69 questions from the board.
- 70 **i. Review and possible approval of Accounts Payable.**
71 The board reviewed the accounts payable. Board Member Robinson
72 motioned to approve the accounts payable, Board Member Donaldson
73 seconded the motion, a vote was called, all ayes, motion passed.
- 74 **j. Review and possible approval of the meeting minutes of;**
75 **January 12, 2023, and February 9, 2023**

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76 Chair Armstrong motioned to approve the minutes of January 12,
77 2023, Board Member Willoughby seconded the motion, Roll Call vote,
78 Chair Armstrong *Aye*
79 Treasurer Novak *Aye*
80 Board Member Willoughby *Aye*
81 Board Member Donaldson *Aye*
82 Vice Chair Rees *Abstained*
83 Board Member Robinson *Abstained*
84 Board Member Ioannides *Abstained*
85 motion passed.

86
87 Treasurer Novak motioned to approve the minutes of February 9,
88 2023, Board Member Robinson seconded the motion, roll call vote,
89 Vice Chair Rees *Aye*
90 Treasurer Novak *Aye*
91 Board Member Robinson *Aye*
92 Board Member Willoughby *Aye*
93 Board Member Ioannides *Aye*
94 Chair Armstrong *Abstained*
95 Board Member Donaldson *Abstained*
96 Motion passed.

97 **Item 7 Board Comments.**

98 None

99 **Item 8 Adjourn.**

100 Board Member Willoughby motioned to adjourn, Board Member
101 Donaldson seconded the motion, a vote was called, all ayes, adjourned
102 at 7:42PM