

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017
April 13, 2023

1 Chair Armstrong called the meeting to order at 6:04PM

2 **Board Members Present**

3 Chair Roger Armstrong
4 Vice Chair Jim Rees
5 Louise Willoughby
6 Chris Robinson – Electronic
7 Ari Ioannides – Electronic
8 Don Donaldson – Absent

Staff Present

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

Public Present

Alex Hall - Electronic

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11 **Item 2 Roll Call**

12 A quorum was present.

13 **Item 3 Pledge of Allegiance**

14 Chair Armstrong 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**

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24 **Item 6 Work Session**

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26 a. **Discussion of the Impact Fee Analysis (IFA)**

27 The chef went over what the IFA is. Alex Hall from Zions Bank
28 discussed how the fees are formulated and answered the board's
29 questions.

30 b. **Discussion of the changes to the Open and Public Meetings Act**
31 **and requirement for the district to adopt rules of order for**
32 **meetings.**

33 Clerk Rowser and Attorney Stack went over the changes and what is
34 now needed to comply with the rules of order. The board directed staff

35 to refine the rules of board and to bring it back for final resolution at
36 the next meeting.

37 **c. Chief's Report. Discussion of current operational status.**

38 Chief Nielson went over his report and what the calls are that we have
39 been having, and how things are changing with the new staffing.

40 **Item 7 Consideration of Approval**

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42 **a. Election of District Treasurer**

43 Board Member Willoughby motioned to nominate Board Member Ari
44 Ioannides as the new District Treasurer, Vice Chair Rees seconded the
45 motion, a roll call vote was called,

46 Board Member Willoughby *Aye*

47 Board Member Robinson *Aye*

48 Board Member Ioannides *Aye*

49 Vice Chair Rees *Aye*

50 Chair Armstrong *Aye*

51 Motion passed.

52 **b. Appoint signers to the Zions Bank Checking Account and
53 Public Treasurers Investment Fund**

54 Board Member Robinson motioned to appoint Louise Willoughby, Ari
55 Ioannides, reappoint Roger Armstrong and Benjamin Nielson as
56 signers on the Zions Bank Checking Account and Public Treasurers
57 Investment Fund and remove Mike Novak from both accounts, Vice
58 Chair Rees seconded the motion, a vote was called, all ayes, motion
59 passed.

60 **c. Discussion and possible scheduling of a special meeting for the
61 impact fee analysis public hearing.**

62 No action taken

63 **d. Review and possible approval of Accounts Payable.**

64 Board Member Willoughby motioned to approve the accounts payable,
65 Vice Chair Rees Seconded the motion, a vote was called, all ayes,
66 motion passed.

67 **e. Review and possible approval of the meeting minutes of; March
68 9, 2023**

69 Treasurer Ioannides motioned to approve the minutes of March 9,
70 2023, Vice Chair Rees seconded the motion, a vote was called, all ayes,
71 motion passed.

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73 **Chair Armstrong opened the floor for any public comment.**

74 No public comment was made.

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78 **Item 8 Board Comments.**

79 Board Member Robinson asked about the recruitment of a new board
80 member. Chair Armstrong stated that County staff has started the
81 advertising and that will be going to the county council sometime after May
82 10th.

83 **Item 9 Adjourn.**

84 Board Member Willoughby motioned to adjourn, Vice Chair Rees seconded
85 the motion, a vote was called, all ayes, adjourned at 7:15PM

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