

Minutes of North Tooele Fire District
Board Meeting
Stansbury Park Fire Station
179 Country Club
Stansbury Park, UT 84074

Date: July 19, 2023

Board Members present: Rick Pollock (Board Chair), Mark Herrera, Steve Manzione, Scott Bissegger, and Ken Aldridge (Online).

Staff present: Cassandra Ray and Chief Kevin Nunn. Kaylee Moya - Excused

Others present: Jason Brown, Jack Peck, Tim Heise, Ty Rundle, Chris Unsworth, Kailee Petersen, Daniel Miller, and Brandi Garcia.

The board meeting of the Board of Trustees was called to order by Rick Pollock at 18:30

Item 2 – Pledge of Allegiance – Scott Bissegger

Item 3 – Approval of minutes

Approval of June 21st, 2023, board meeting minutes – Motion to approve by Steve Manzione. 2nd By Mark Herrera, All Approved.

Item 4 - New Firefighter Swearing-In Ceremony- None

Item 5 – Firefighter Recognition – award of certifications – Jon Smith tested for Wildland Fire and obtained his Red Card. Congratulate Deputy Chief Brown.

Item 6 - Monthly Status Report by Chief Kevin Nunn

- Call volume
 - Current – 684, 107 since last Board Meeting
 - Overlapping call volume – 29 calls, 17% since January 1st
- Significant Events
 - Extrication on I-80 last night
 - July 4th – Gearing up for July 24th (no changes in FW restrictions, significant changed in fuels)
 - 7 grass fires – 2 started by the trains, 1 in Stansbury Park, several by power lines.
 - 1 HVAC unit called in as a structure fire.
 - Mutual Aid with Tooele City – Kirk Hotel
- Accomplishments
 - International Association of Fire Chiefs were on site last week related to our CWPP.
 - 4 more UFRA Wildland Firefighter 1 passed – our total is 22 of 29
 - Hired DC Chief Brown – he is working through August 12th while we search for a Captain.
 - Forest Service Grant is moving forward – we will be hiring a Program Manager
 - Received Fire Department Assistance Grant for \$8,800
 - Captains are rotating through training positions with Dan Walton – ICT5, FFT1, and ENGB
- Planning
 - August 3rd is the final architecture meeting.
 - DOT Grant application to pilot some programs like CDLs for Fire Apparatus Drivers
 - Budget Cycle for 2024 has started.
 - Rail Emergencies Class in October – Countywide exercise

Item 7 – Public Comment

- North Tooele Fire District Fire Marshal Jack Peck – Erda City passed PID for Oquirrh Point, which will bring 500 more rooftops, water/sewer to 36/Erda way, development of 3 Story building in Stansbury Park, Strip mall in Lake Point by Starbucks, and 7 acres complex rezoned. Buck recommended to Chief Nunn to apply for a Bond to help with Infrastructure within the Fire district. One of those things being a Ladder truck for the 3-story building and likewise buildings within the district, Jack Peck stated we need to start thinking ahead now.

Item 8 – Bills Review

- Steve Manzione presented the bills/bank registers and the financial statements for June which were reviewed by the board members. Steve Manzione asked if the board had questions, board had no questions.

Item 9 – Contract Review

- None

Item 10 – Old Business

- Discussion to join the Tooele County Pre-Disaster Mitigation Plan

Item 11 – New Business

- 2023 Mid- Year Budget review including updating of capital projects list. – Cassandra Ray explained to the board about the amendments made to the Budget. Amendments made to the Tax Revenue to match the Tax Rate. Minor Adjustments to Grants and Wildland reimbursements, had to lower budget due to not being awarded grants and can not bill for Fires in Erda or Lake Point City. Updated full time wages due to not having a Full time Fire Marshal and Deputy Chief at the beginning of this year, made those adjustments to match those salaries. Made amendments to Elections that went from \$10,000 to \$2,000 due to not having to hold a Formal Election. Amended budget on office expenses and dues/memberships. Adjustments to Natural Gas made an increase of \$5,000. Impact Fees interest has increased but impact fees themselves have decreased, 2 from Erda City and 7 from Tooele. There is an 8.18% decrease of \$42,500 in the impact fee account. Proposals for capital projects list include, Sim Table, RIT packs, 2024 Smokey Bear signage and statues, Parking lot maintenance for Erda Fire Station.
- 2024 preliminary budget discussions and potential tax increase – Chief Nunn explained to the board that our midyear budget went down for several reasons. Our Certified tax rate went down, increase in our budget if we go to a 0.0008 tax rate which would be an increase of \$750,000. Chief Nunn could use that money for 1 new Firefighter per shift, Employee pay raise, or a new water tender. Rick Pollock and Ken Aldridge are worried about going to the limit because if values dip then we can no longer meet obligations. They would like a more conservative approach but are willing to look at options for additional scenarios. Erda PID configurations; should we apply for a bond to take care of multiple projects, Scott Bissegger stated that our equipment is manageable to cover now but will not be in the future, Chief Nunn will start researching for a bond. The cash flow analysis for the general fund Jan-July 2023, the budget is balanced but the cash flow does not match. 40% of the budget and 60% of cash. Need help balancing our cash flow, no wrongdoing it's just the way it has always been.
- Declaration of surplus equipment - Cassandra Ray presented the surplus list to the Board and it included Pagers, SBCA bottles, Masks, Cascade System, Washer, Dryer, Life packs, General Computer equipment, and Pressure Washer. With the board's approval all those items will be sent to Auction.

Item 12 – Public Comment

- None.

Item 13 – Action Items

- Public Hearing for the 2023 mid-year budget. The public hearing was opened by Rick Pollock at 19:11. Public comment was solicited for the mid-year budget. No public comment received. The public hearing was closed by Rick Pollock at 19:12.
- Approval of the updated capital projects list. Motion to approve by Mark Herrera. 2nd by Scott Bissegger, All Approved.
- Approval of 2nd quarter bills (April, May, June) Motion to approve by Steve Manzione. 2nd by Mark Herrera, All Approved.
- Resolution 2023-04 Join the Tooele County Pre- Disaster Mitigation Plan. Motion to approve by Steve Manzione. 2nd by Mark Herrera, All Approved.
- Resolution 2023-10 Approval of the 2023 mid-year Budget. Motion to approve by Mark Herrera. 2nd by Scott Bissegger, All Approved.
- Approval of surplus equipment. Motion to approve by Steve Manzione. 2nd by Scott Bissegger, All Approved.

Item 14 – Board Calendar

- August 16th, 2023, 6:30 Board Meeting, Stansbury Fire Station
- September 5th, 2023, Primary Election
- September 20th, 2023, 6:30 Board Meeting, Stansbury Fire Station
- November 8-10 UASD Conference
- November 21st, 2023, General Election

Item 15 – District Events

- Stansbury Days – August 18-19, 2023
- September 5th – Fire Officer I Class starts.
- September 2023 – Pine Canyon Days (New Event)

Item 16 – Public Concerns

- None.

Item 17 – Closed session - None

Item 18 - Adjourn Board Meeting – Motion to adjourn by Scott Bissegger. 2nd by Mark Herrera, All Approved.

Adjourned: 19:16