

**RESOLUTION No. 2025-08**

**A RESOLUTION ADOPTING THE NORTH TOOEELE FIRE DISTRICT BOARD OF TRUSTEES CONSENT AGENDA #8**

**WHEREAS**, the North Tooele Fire District (NTFD or the District) desires to approve Administration, Human Resource (HR) and Payroll policies/procedures by consent agenda; and

**WHEREAS**, the Board of Trustees (BOT) acting as the governing authority of the North Tooele Fire Protection Service District, at a regular monthly meeting of the BOT approved the following policies/procedures:

- Physical Asset Management
- Employee Exit Policy and SOP
- Time Exchange
- Holiday Procedures
- Compensation Procedures
- Member Handbook
- Overtime/Compensation Time
- Payroll Handbook

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the North Tooele Fire Protection Service District, to approve the HR and Payroll policies and procedures listed.

This resolution shall take immediate effect upon its adoption and approval.

**ADOPTED AND APPROVED** this 19<sup>th</sup> day of February 2025.

AYES:

NAYES:

ABSENT:

ATTEST:

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Cassandra Ray  
Administrative Chief  
North Tooele Fire District

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Rick Pollock  
Board Chair  
NTFD Board of Trustees