

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

Date: December 18, 2024

Board Members present: Rick Pollock (Board Chair), Mark Herrera, Steve Manzione, Scott Bissegger, Kurt Stephensen, and Daniel Boone (Alternate Board Member).

Staff present: Chief Kevin Nunn, Deputy Chief Jason Brown, Cassandra Ray, Jack Peck, Kim Clausing, and Kaylee Moya.

Others present: Andrew Adams, Dan Gans, Carter Carling, Clint Wakefield, Kailee Petersen, Noah Bechtol, Sarah Dwyer, Jo LeClaire, and Josh Gehrke.

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

Item 2 – Pledge of Allegiance – Mark Herrera

Item 3 – Approval of minutes

Approval of November 20, 2024, board meeting minutes – Motion to approve minutes by Mark Herrera. 2nd by Steve Manzione, all approved.

Item 4 – Firefighter Recognitions – Dan Gans – HazTech and Andrew Adams – Fire Officer I

Item 5- New Firefighter Swearing-in – Noah Bechtol, Sarah Dwyer, Carter Carling, and Josh Gehrke.

Item 6 - Monthly Status Report by Chief Kevin Nunn

- Call Volume
 - Current- 1,300, 79 since last board meeting (averaging under 3 per day)
 - Last year on this date 1,232 calls, up by 68
- Significant Events
 - 12 MVAs, 2 Vehicle fires, 1 Structural electrical fire
 - Swapped the Radiator for E64
- Accomplishments
 - Thanksgiving, Christmas Party, Santa Run – Long Winter’s Nap!
 - 22 sets of wildland gear (license plate grant)
 - Finishing up the final projects related to the Building Remodel
 - Completed by FFT1/ICT5 Task Book – Opened my ENGB
- Planning
 - Hazardous Materials Technician Course Currently Underway – testing Saturday
 - Class A uniforms
 - Hire a Mental Health Professional
 - PPE/Washer/Dryer
 - Boat and Trailer
 - Type 1/3 Engine Build Continues
 - Skid Mount Pumps
 - Driver Training
 - Pump Removal from E64 - Trainer

Item 7 – Fire Marshal Monthly Report by Buck Peck

- Subdivision in Erda on Commerce Rd being built
- Fire Marshal Buck Peck writing an ordinance for water supply to be 3 to 4 houses apart

- Mark Herrera asked Buck Peck about the progress of the Dance Studio and Buck Peck informed the board that they had stopped all work on the Dance Studio

Item 8 – Grant Projects Monthly Report by Kim Clausing

- Safer Grant – 19 volunteer applications waiting on approval
- CWDG – Funds were helpful for the Seasonal Wildland Crew
- WUIpm- Funding will help with wildfire mitigation tools, chainsaws, trailers, etc.

Item 9 – Public Comment – None

Item 10 – Bills Review

- Steve Manzione presented the bills/bank registers and the financial statements for November 2024 which were reviewed by the board members. Asked if the board had questions, the board had no questions.

Item 11 – Contract Review - None

Item 12 – Old Business

- 2024 Amended Budget Review and discussion. No significant changes since the November review.
- 2025 Final Budget Review including review of the Capital Projects list and modification of the 207(k)-work period from 24 days to 28 days. Discussed the proposal to convert to a 28 day work period, including amendment of the affected payroll policies.
- 2024 Fraud Risk Assessment review and discussion – Score was 365/395 – Very Low Risk.
- CDL Training – Tooele Technical College, Engineer Justin French will be the first to go through the program.
- Review of meeting with the Utah Department of Public Safety – Met with Darrin Bushman, Dan Camp and Mark Herrera to go over EMS funding and issues in the County.

Item 13 – New Business

- Schedule 2025 Board workshop – dates will be sent out.

Item 14 – Public Comment – Jo LeClaire asked about the Trailer on the corner of Bates Canyon and SR-36. Buck Peck replied and said that it's a Coffee/Food Truck.

Item 15 – Action Items

- Public Hearing for the 2024 Amended Budget and the 2025 Final Budget – Rick Pollock opened the public hearing at 19:25. No public comments received. Rick Pollock closed the Public Hearing at 19:26.
- Resolution 2024-11 Approval of 2024 Amended Budget – Motion to approve by Steve Manzione. 2nd by Mark Herrera, all approved.
- Resolution 2024-12 Approval of the change of the 207(k)-work period from 24 days to 28 days – Motion to approve by Mark Herrera. 2nd by Steve Manzione, all approved.
- Resolution 2024-13 Approval of the 2025 Final Budget including updating of the capital projects list – Motion to approve by Mark Herrera. 2nd by Kurt Stephensen, all approved.
- Resolution 2024-14 Approval and Acceptance of the 2024 Fraud Risk Assessment – Motion to approve by Steve Manzione. 2nd by Scott Bissegger, all approved.
- Resolution 2024-15 Re-appointment of an Alternate Board Member – Daniel Boone – Motion to approve by Mark Herrera. 2nd by Kurt Stephensen, all approved.

Item 16 – Board Calendar

- January 15, 2025, 6:30 Board Meeting, Stanbury Fire Station
- February 19, 2025, 6:30 Board Meeting, Stanbury Fire Station

Item 17 – District Events

- January 24-25, 2025, Winter Fire School, St George, Chief Nunn will be teaching
- Fire Recruit Academy, January – May 2025, hosted by Tooele City Fire Department
- June 2025, National Volunteer Fire Council, Chief Nunn and Kim Clausing will be Presenting.

Item 18 – Public Concerns – None

Item 19 – Closed session – None

Item 20 - Adjourn Board Meeting – Motion to adjourn board meeting by Steve Manzione. 2nd by Mark Herrera, all approved.

Adjourned: 19:32