

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

Date: May 13, 2026

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

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

Others present: Dan Gans, Cody Colovich, Jon Smith, Brad Deleeuw, Kailee Petersen, Rob Clausing, Jack Unsworth, Noah Bechtol, Easton Clark, Justin French, Jason Bolinder, James Nell, Candy Valenzuela, Elizabeth Valenzuela, Jennipher Jimenez, Jade Kohler, Kirk Arnold, Jay Hill, Irvin Jimenez, Kevin Jimenez, Alondra Jimenez, Wendy Rosenlund, Steve Rosenlund, Rachel Rosenlund,

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

Item 2 – Pledge of Allegiance – Steve Manzione

Item 3 – Approval of minutes

Approval of April 15, 2026, board meeting minutes – Motion to approve minutes by Steve Manzione, 2nd by Scott Bissegger, all approved.

Item 4- Citizen Recognition – Community Hero Recognition. Wendy Roselund was recognized for her efforts in contacting 911 for a structure fire.

Item 5 – Recognition of Interns, Probationary Firefighters and Field Training Instructors. Cody Colovich recognized the importance of the internship program and the FTO program and all of the participants. Jennipher Jimenez gave a speech about her internship experience.

Item 6 – Firefighter Recognitions – None

Item 7 – Training

- Recruit Academy – grad June 6th
- FDIC – Justin French, Easton Clark
- Annual driving course -at UMC
- Noah Bechtol and Kailee Petersen to ATV training
- Basic S112 class starts today to Friday
- Red Card process started
- ADO class

Item 8 - Monthly Status Report by Fire Chief Kevin Nunn

- Call Volume
 - Current – 556, last year on this date 454 calls (102 increase)
 - 130 calls in the last month
 - Broken out statistics (60) EMS (21) Motor Vehicle collisions (23) Cancelled (2) Hazardous Materials Response (3) Vegetation/trash fires (1) Vehicle fires (4) Public Service Assists (cat out of a tree)
- Significant Events
 - Clustered MVAs
 - E61 was involved in an MVA on 4/16

- Shed and Chicken coop fires
- Construction Everywhere
- Dan Walton has been promoted to AFMO – Trever Whiting
- Accomplishments
 - Mental Health evaluations from Blomquist and Hale (annual)
 - SLC Training Division – Tabletop Demonstrations
 - Month of Paperwork – DNR CA/MOU/FRA – Job Descriptions Engineer/ Acting-in
- Planning
 - Field Days next week
 - Summer – Stansbury/ Erda/ Lake Point Days
 - MARC Training – June 8th
 - Predictive Services – Wildland Deployment Preparedness

Item 9 – Fire Marshal Monthly Report by Buck Peck

- SOP Code of Conduct for Fire Prevention Division
- Construction – The district lines have no legal mechanism to be redrawn.

Item 10– Grant Projects Monthly Report by Kim Clausing

- Awarded the BRIC grant – Funding will be available in June
- Closing out the DERA grant
- Applying for the Utah rural health transformation grant

Item 11 – Public Comment – Jason Bolinder from rush valley

Item 12 – Bills Review

- Steve Manzione presented the bills/bank registers and the financial statements for April 2026 which were reviewed by the board members. When asked if the board had questions, the board had no questions.

Item 13 – Contract review

- Renewal of Lease Agreement with Lake Point City for use of the Lake Point Fire Station as city offices.
- Renewal of Lease Agreement with Erda City for use of the Erda Fire Station as city offices.

Item 14 – Old Business

- Creation of Internal Audit Committee – establish an internal audit committee for NTFD to keep accountability. The board reviewed the policy submitted by Mark Herrera. The policy will be approved at the next board meeting.
- Update of US Magnesium Bankruptcy effects on NTFD – NTFD is currently owed approximately \$485,000 for back taxes from 2020-2025. The Tooele County attorney is working on the claimant information for all affected Tooele County agencies including NTFD.

Item 15 – New Business

- 2026 Tax Anticipation Note – Consideration for adoption of resolution authorizing the issuance and sale of not more than \$690,000 tax anticipation notes, Series 2026; and related matters. – Applied for an Tax Anticipation note. This will get paid back December 31st.
- Proposal of Code of Conduct SOP for the Fire Prevention Division. – Fire Marshal Buck Peck explained that the Fire Prevention Division holds themselves to a different standard while interacting with the Public so this SOP helps make the expectations clear.
- County wide MARC training – Multi-Agency Resource Center – June 8th.

Item 16 – Public Comment – None

Item 17 – Action Items

- Resolution 2026-12 Approval of the 2026 Tax Anticipation Notes, 2026 Series – Motion to approve by Steve Manzione, 2nd by Daniel Boone. All approved.
- Resolution 2026-13 Approval of the Interlocal Fire Station Lease Agreement with Lake Point City for use of the Lake Point Fire station as city offices. Motion to approve the renewal of the Lake Point City lease agreement by Daniel Boone. 2nd by Steve Manzione. All approved.
- Resolution 2026-14 Approval of the lease renewal with Erda City for use of the Erda Fire Station as city offices. Motion to approve the renewal of the Erda City lease agreement by Steve Manzione. 2nd by Daniel Boone. Approved by Rick Pollock, Steve Manzione, Daniel Boone. Opposed by Scott Bissegger. Motion passed by 3:1 vote.
- Resolution 2026-15 Approval of the SOP Code of Conduct for the Fire Prevention Division. Motion to approve the SOP Code of Conduct for the FP Division by Daniel Boone. 2nd by Steve Manzione. All approved.

Item 18 – Board Calendar

- June 17, 2026, 6:30 Board Meeting, Stansbury Fire Station – Rescheduled date TBD.
- July 15, 2026, 6:30 Board Meeting, Stansbury Fire Station
- August 19, 2026, 6:30 Board Meeting, Stansbury Fire Station

Item 19 – District Events

- May 21 – June 5 Chief Nunn on Vacation
- June 6, 2026, Fire Recruit Academy Graduation, TEAD Eagles Nest
- May 5 – June 20 – ADO-Pumper class at NTFD
- ADO Aerial class at NTFD – TBD
- May 18-29, 2026, Elementary school Field Days

Item 20 – Public Concerns – None

Item 21 – Closed Session 1 - A closed session was held to discuss the character, professional competence, or physical or mental health of an individual specifically to conduct the annual performance review for Fire Chief Kevin Nunn, pursuant to Utah Code 52-4-205(1)(a). Records of this closed session are classified as 'protected' under the Government Records Access and Management Act (GRAMA) and may not be disclosed without a court order. In accordance with Utah Code 52-4-206(6), no audio recording or minutes were kept; instead, a sworn affidavit by the presiding officer affirming the purpose of the meeting will be maintained as the official record. Motion to go to closed session for this purpose by Steve Manzione. 2nd by Scott Bissegger. Closed session from 19:33-19:50.

Item 22 - Closed session 2- A closed session was held for the purpose of discussing information protected under the Utah Procurement Code—specifically to deliberate on a bid for a fire truck—as public discussion would reveal the strategy and prevent NTFD from fulfilling responsibilities in the procurement process, pursuant to Utah Code Section 52-4-205(1)(i). Records of this closed session are classified as 'protected' under the Government Records Access and Management Act (GRAMA) and may not be disclosed without a court order. An audio recording will be maintained in accordance with the State of Utah's records retention schedule. Motion to go to closed session for this purpose by Steve Manzione, 2nd by Daniel Boone. Closed session 19:51 – 20:15.

Item 23 - Closed session 3- A closed session was held to discuss the character or professional competence of specific individuals regarding their accrued compensatory time and payout structures, pursuant to Utah Code Section 52-4-205(1)(a). Records of this closed session are classified as 'protected' under the Government Records Access and Management Act (GRAMA) and may not be disclosed without a court order. In accordance with Utah Code 52-4-206(6), no audio

recording or minutes was kept; instead, a sworn affidavit by the presiding officer affirming the purpose of the meeting will be maintained as the official record. Motion to go to closed session for this purpose by Daniel Boone, 2nd by Steve Manzione. Closed session 20:15 – 20:33.

Motion to re-adjourn to the Open Meeting by Steve Manzione, 2nd by Scott Bissegger. Open meeting re-adjourned at 20:34.

Item 24 - Action items following the closed sessions

- Discussion and possible action by vote regarding the Fire Chief's annual performance review. – No vote needed however, the Board stated publicly their praise for Chief Nunn's performance.
- Discussion and possible action by vote to approve Resolution 2026-16 Authorizing the submission of a bid for the purchase of a surplus Aerial Fire Apparatus. Motion to approve the submission of a bid for the purchase of a surplus Aerial Fire Apparatus at the amount disclosed in the Closed Session by Steve Manzione. 2nd by Scott Bissegger. All approved.
- Discussion and possible action by vote to approve Resolution 2026-17 Approval of compensatory time payout structure. Motion to approve compensatory time payouts in the amount discussed in the Closed Session by Steve Manzione. 2nd by Daniel Boone. All approved.

Item 25 - Adjourn Board Meeting – Motion to adjourn board meeting by Steve Manzione. 2nd by Daniel Boone.

Board Meeting Adjourned: 20:36