

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

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Date November 17, 2022

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

Staff present: Chief Kevin Nunn, and Cassandra Ray. Sharmae Swartzfager absent.

Others present: Jason Brown, Buck Peck, Kirk Arnold, Chris Unsworth, Steffanie Peck.

The board meeting of the Board of Trustees was called to order by Rick Pollock at 18:34 hours.

**Item 2 – Pledge of Allegiance** – Mark Herrera.

**Item 3 – Approval of minutes**

- Approval of October 20, 2022, board meeting minutes. - Motion to approve Steve Manzione. 2<sup>nd</sup> by Mark Herrera. All approved.

**Item 4 - Monthly Status Report by Chief Nunn**

- Call volume year to date is at 1083, with last year at 1067, a 1.5% increase from last year. We've slowed way down. Overlapping call volume is up 24%.
- Newly hired Firefighter/AEMT Chris Thompson resigned.
- NTFD staff attended the UASD Conference, 14 firefighters attended the UFRA command training, Chief Nunn attended the new Fire Chief Course in SLC.
- Captain Brown in January will host the Firefighter Recruit Academy.
- Interviews coming for the Fire Marshal and Deputy Chief positions.

**5 – Public Comment**

None.

**Item 6 – Bills Review**

- Steve Manzione presented the bills/bank registers and the financial statements for October 2022 which were reviewed by the board members. He asked if anyone had questions – None.

**Item 7 – Contract Review**

- None.

**Item 8 – Old Business**

- Discussion on creating alternate/standing board positions – Cassandra Ray stated the policy for Governing Board Offices and Responsibilities 201.4.1 addresses the alternate/standing board positions.

**Item 9 – New Business**

- 2023 Tentative Budget Review including review of Capital Projects and step plan – Chief Nunn reviewed the Capital Projects Priority list. Stansbury Park remodeling is 80% complete in architectural design. Chief Nunn explained the new NTFD step plan pertains to new hires for up to 10 years. 2023 Tentative Budget changed on the estimated budget at 0.0008 tax rate. Chief Nunn stated the Board needed to re-state the truth in taxation Property tax increase purpose and amounts during the action items.
- 2023 Meeting Schedule – NTFD Board Meeting will be moved to the third Wednesday of every month.

**Item 10 – Public Comment**

None.

**Item 11 – Action Items**

- Resolution 2022-30 Approval of Board Alternate Position - Motion to approve Board Alternate Position by Scott Bissegger. 2<sup>nd</sup> Steve Manzione. All approved.
- Resolution 2022-31 Approval of the 2023 Tentative Budget and setting a date for the public budget hearing - Motion to approve the 2023 Tentative Budget, setting a date for the public budget hearing and increase property taxes to increase the dollar amount to \$298,300.00, with the purpose to provide incentive for current employees and stabilize our workforce, to bring our employees up to current market for long term retention. Additionally, the District needs to hire a full-time Fire Marshal and fulltime Deputy Chief and continue with the part-time firefighter program. Approximate percentage of the increase is 17.28% by Mark Herrera. 2<sup>nd</sup> Steve Manzione. All approved.

**Item 12 – Board Calendar**

- December 15, 2022, 6:30 Board Meeting/Truth in Taxation Hearing/Public Budget Hearing, Stansbury Fire Station
- January 11, 2023, Board Meeting, Stansbury Fire Station

**Item 13 – District Events**

- December 13, 2022 NTFD Christmas Party
- December 17, 2022 NTFD Santa Run
- Winter Fire School Jan 20-21, 2023, St George, UT

**Item 14 – Public Concerns**

- Chief Nunn asked everyone to check out the Angel Tree to support the CJC, please take an ornament.

**Item 15 – Closed session – A closed session was held to discuss the character, professional competence, or physical or mental health of one or more individuals.** A sworn affidavit by Rick Pollock is on file in the District office. Motion to close for personnel issues by Steve Manzione. 2<sup>nd</sup> Mark Herrera. The board meeting of the Board of Trustees was called to a closed session at 18:56 hours. No audio or written minutes were recorded per Utah Code 52-4-206(6). Motion to reconvene by Mark Herrera. 2<sup>nd</sup> Steve Manzione. All approved  
The board meeting was reconvened at 19:08 hours.

**Item 16- Adjourn Board Meeting** - Motion to adjourn by Scott Bissegger. 2<sup>nd</sup> Mark Herrera. All approved

Adjourned: 19:09.