

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

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Date June 23, 2022

Board Members present: Mitch Hall, Steve Manzione, and Ken Aldridge, Scott Bissegger, and Rick Pollock (Chair).

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

Others present: Kirk Arnold, Ty Rundle, Joanne LeClaire, Thad Greensides, Chris Unsworth, Jason Brown, Andrew Adams, Buck Peck, Steffanie Peck, Clint Wakefield, Tim Heise, and Tracy Shaw, Danny Barlow (Squire & Company).

The board meeting of the Board of Trustees was called to order by Steve Manzione at 18:32 hours.

**Item 2 – Pledge of Allegiance** – Mitch Hall.

**Item 3 –Approval of minutes**

- Approval of May 11, 2022, board meeting minutes. - Motion to approve Mitch Hall. 2<sup>nd</sup> by Scott Bissegger. All approved.

**Item 4-** Firefighter recognition – Chief Nunn presented Tyson Bowen with Investigator certification, Buck Peck with Inspector, and Instructor certification, Tim Heise with Firefighter 1, Inspector, and Instructor certification, Thad Greensides with Wildland Firefighter 1 certification.

**Item 5 - Monthly Status Report by Chief Nunn**

- Community events 4<sup>th</sup> July parade in both Tooele and Grantsville. UDOT release form needs to be signed by all participants.
- No application for Board member position as of date.
- Calls year to date are at 600 with last year at 547 calls with a 9% increase from last year.
- Fire calls started at Grantsville areas this weekend and ended at I80 Lake Point.
- NTFD has an Engineer out on medical leave.
- Chief Nunn gave a status of the Grants update. NTFD received Bureau EMS 2022, 2021 Montana EMAC 80%, 2021 California EMAC 100%.
- Hazmat Op testing is completed waiting for results of written.
- NTFD is testing for wildland 1 this weekend.
- New brush truck was delivered, and the new engine is en route to NTFD.

**Item 6 – Public Comment**

- Kirk Arnold stated he would like the Board to consider PTO sharing. The Board agreed for PTO sharing to be placed on the agenda at the next Board meeting.

**Item 7 – Bills Review**

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

**Item 8 – Contract Review**

- HB 70 – Cassandra Ray explained HB 70 Public Safety Disability Benefits Amendments which will require NTFD to provide long-term disabilities benefit protection to employees. Ms. Ray explained the worker's comp option and that there is no expense to NTFD. The benefit will protect the employee's retirement if they are injured on the job.

### **Item 9 – Old Business**

- West Erda water line update – Chief Nunn stated the building is attached to the waterline, the well was capped by Zimmerman Well Service and NTFD will hold off paving the parking lot.
- Erda City resolution on Fire Protection – Chief Nunn stated NTFD is still looking into this.
- Erda City discussion of impact fee collections – Chief Nunn explained Jess Bird, Chair of Erda City Council and Jake Clegg, with Ensign Engineering were working together on the impact fee collection. Chief Nunn stated that he will be revisiting them to ask why NTFD has not seen any of those funds.
- Erda City request to pay rent annually instead of monthly. The Board stated they did not have any issue with paying annually.
- IT RFP – discussion of contract award, Chief Nunn explained that the contract was awarded to Les Olsen. Executech is working with Les Olsen for the transition of contract.

### **Item 10 – New Business**

- 2021 Audit Presentation – Squire and Company, Mr. Barlow explained the audit report and reviewed the findings and management responses. Mr. Barlow stated that there were no deficiencies in internal controls and no instances of non-compliance. The District also complied in all material respects in State compliance. There were no findings in State compliance. Squire was able to give a clean, unmodified opinion. On the Financial Statements in comparing 2020 and 2021 the biggest changes were expenditures increased due to the Montana and California Deployment. Mr. Barlow stated that the audit went very well and stated that he appreciated all of the work that Cassandra and Sharmae did, things went very smooth. The Board commended Staff on their work with the audit.
- Tooele County Clerk request to install a ballot box at the Erda Fire Station - Cassandra Ray explained the request from Tracy Shaw, Tooele County Clerk, request to install a ballot box at the Erda Fire Station by the east side door. The board agreed to a free-standing box bolted to the ground, but nothing attached to the building. The county will take care of all the expense to install. NTFD is meeting with Beehive Wireless for fiber cable install for security cameras.
- 2022 Tax rate review and discussion - Cassandra Ray discussed the 2022 tax rate review of .000683, based off NTFD proposed budget, \$1,726,694.00.
- Updating payroll policies for EMAC deployments - Cassandra Ray explained that there is new policies and training for EMAC deployments. Changes include, pay rate, per diem meal rate and hotel occupancy. Ken Aldridge stated he would like to inquire of these changes. Ms. Ray will send Mr. Aldridge the EMAC training.
- URS contributions Tier II enhancements – Cassandra Ray explained the URS election to pick-up member contributions for future increase/decrease of rate changes for Tier II.

### **Item 11 – Public Comment**

- Kirk Arnold thanked Cassandra Ray and Sharmae Swartzfager for audit success and the source of pride it gives to the district.  
Chris Unsworth asked if NTFD would consider raises for duty crews as it is hard to make ends meet. We have a pay scale, but it is not near average pay for Firefighters in Utah. Chief Nunn explained that Cassandra Ray and himself have been reviewing the midyear budget and will have some recommendations.

### **Item 12 – Action Items**

- Resolution 2022-17 Approval of URS Benefit Protection Contract - Motion to approve the URS Benefit Protection Contract by Scott Bissegger. 2<sup>nd</sup> Mitch Hall. All approved.
- Resolution 2022-18 IT RFP award - Motion to approve IT RFP award by Mitch Hall. 2<sup>nd</sup> Scott Bissegger. All approved.
- Resolution 2022-19 Approval of the 2021 Audit - Motion to approve the 2021 Audit by Scott Bissegger. 2<sup>nd</sup> Mitch Hall. All approved.
- Resolution 2022-20 Approval and adoption of 2022 Tax Rate - Motion to approve adoption of 2022 Tax Rate by Mitch Hall with a tax rate of 0.000683 and budget of \$1,726,694.00. 2<sup>nd</sup> Scott Bissegger. All approved.

- Resolution 2022-21 Approval of updating payroll policies for EMAC deployments - Motion to table by Ken Aldridge. 2<sup>nd</sup> Scott Bissegger. All approved.
- Resolution 2022 -22 Approval of URS Tier 2 Employer Pick Up Member Contributions - Motion to approve URS Tier 2 Employer Pick Up Member Contributions by Mitch Hall. 2<sup>nd</sup> Scott Bissegger. All approved.
- Vote and approval to allow Tooele County to install a ballot box at the Erda Fire Station - Vote to approve to allow Tooele County to install a standing ballot box to the ground at the Erda Fire Station by Ken Aldridge. 2<sup>nd</sup> Mitch Hall. All approved.
- Vote and approval for Erda City rent payments - Vote to approve for Erda City annual rent payments by Ken Aldridge. 2<sup>nd</sup> Mitch Hall. All approved.

**Item 13 – Board Calendar**

- July 21, 2022, 6:30 Board Meeting, Stansbury Fire Station
- August 18, 2022, 6:30 Board Meeting, Stansbury Fire Station
- September 15, 2022, 6:30 Board Meeting, Stansbury Fire Station

**Item 13 – District Events**

- June 25, 2022 – Lake Point Days Parade, 9:00am
- June 25, 2022 – Wildland I testing
- June 28, 2022 – Chief Meeting with NTFD, 6:00pm
- July 4, 2022 – Tooele City and Grantsville City Parades
- July xx. 2022 – Erda Days Parade
- August 20, 2022 - Stansbury Days Parade, 10:00 am

**Item 14 – Public Concerns**

- Buck Peck commented on the pay scale for EMAC deployment. If you take a 56-hour work week and convert into 40-hour work week, the hourly wage of \$15.00 would be \$21.00.  
Tracy Shaw said thank you.

**Item 15 – Closed session - None**

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

Adjourned: 19:43