

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

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Date: January 22<sup>nd</sup>, 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, Kaylee Moya, and Jack Peck.

Others present: Andrew Adams, Kim Clausing, Dakota Zumwalt, Rachel Walton, Xander Patterson, Makensie McManigal, Dan Gans, Ashley Gans, Chace Allen, John Gollagher, Peggy Estrada, Tim Lunn, Jon Smith, Chris Unsworth, Ashlyn M, Brandi Garcia, Wil Ward.

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

**Item 2 – Pledge of Allegiance** – Kurt Stephensen

**Item 3 – Approval of minutes**

Approval of December 20<sup>th</sup>, 2023, board meeting minutes – Motion to approve by Steve Manzione. 2<sup>nd</sup> by Mark Herrera, All Approved.

**Item 4 - Action item** – Resolution 2024-01 approval of Daniel Boone as the Appointed Board Alternate. Motion to approve by Steve Manzione. 2<sup>nd</sup> by Scott Bissegger, All Approved.

**Item 5 - New Board Member Swearing-in** – Cassandra Ray Swore in Kurt Stephensen, Rick Pollock, Scott Bissegger, and Daniel Boone as New Board Members.

**Item 6** – New Firefighter Swearing-In Ceremony- Dakota Zumwalt (FF), Tim Lunn (FF), Chace Allen (FF), Jon Smith (PIO).

**Item 7 – Firefighter Recognition – award of certifications** – Rachel Walton (Wildland FF1), Brandi Gracia (Aerial/ ADO OP), Xander Patterson (Wildland FF1/2), Cris Chavez (FF1), Tim Lunn (FF1, FF2, Hazmat, EMT, AEMT).

**Item 8 - Monthly Status Report by Chief Kevin Nunn**

- Call Volume
  - Current – 66, 97 Since last Board Meeting (Averaging 3 per day)
  - 80 last year on this date
  - Overlapping call volume – 4 calls since last board meeting, 19% since last January, 232 for the year of 2023.
  - Every 30 days, there are 90 (24-hour) shifts to fill with full time personnel and 30 (24-hour) shifts to be filled with volunteer and part time personnel.
  - (7) open 24-hour shifts, (12) open 12-hour shifts
  - (18) volunteers worked a 12- hour shift (10) volunteers worked a 24-hour shift.
- Significant Events
  - 12 responses to I-80 (all MVAs) – 3 canceled enroute
  - 1 Structure Fire on Gundersen Circle
- Accomplishments
  - 10 Firefighters went to and came from Winter Fire School
  - Recruit Academy F1/F2 started January 9<sup>th</sup> (25 Students)

- 2 Paramedic students started January 8<sup>th</sup> with UVU, 2 Firefighters started their Pre-requisites for Paramedic School with USU.
- Met with Senator Sandall and Thatcher this morning.
- Planning
  - New Hire Orientation February 24<sup>th</sup>
  - Goal Setting – Target Solutions (97%) for 2023, Driver Training for 2024.

**Item 9 – Fire Marshal Monthly Report**

- Lake Point City got awarded for Auto Recycling for going to Reginas place and cleaning it up.
- North Tooele Fire District is being Impacted by Home based Businesses.
- CTC Fab Shop- Started Building without Hydrants.
- When Fire Marshal Jack Peck responded to a call – he found a gentleman illegally dumping car wash waste into a field.

**Item 10 – Public Comment – None**

**Item 11 – Bills Review**

- Steve Manzione presented the bills/bank registers and the financial statements for December 2023 which were reviewed by the board members. Steve Manzione asked if the board had questions. The board had no questions.

**Item 12 – Nominations for 2024 Board Officer Positions – Board Chair (Rick Pollock), Vice-Chair (Mark Herrera), and Treasurer (Steve Manzione).**

**Item 13 – Contract Review – Update all Conflict of Interest and Ethical Behavior forms – Board, Staff, NTFD members.**

**Item 14 – Old Business**

- Discussion of board workshop – February 10<sup>th</sup>. 10-2
- Stansbury Remodel RFQ/RFP – Discussion of progress – Chief Jason Brown informed the board that we are waiting for all the bids to come in to make a final decision.

**Item 15 – New Business**

- Grants Discussion – Upcoming applications – Chief Kevin Nunn explained to the board about the different grants we have and what they are providing for the district. Assistance to FF PPE, a Vehicle, Fire Prevention & safety.

**Item 16 – Public Comment – None**

**Item 17 – Action Items**

- Resolution 2024-02 Election of 2024 Board Officers – Motion to approve by Scott Bissegger. 2<sup>nd</sup> to Approve by Steve Manzione, All Approved.
- Approval of 2023 4<sup>th</sup> Quarter bills (October, November, and December) – Motion to approve by Steve Manzione. 2<sup>nd</sup> by Scott Bissegger, All Approved.

**Item 18 – Board Calendar**

- February 21, 2024, 6:30 Board Meeting, Stansbury Fire Station
- March 20, 2024, 6:30 Board Meeting, Stansbury Fire Station

**Item 19 – District Events**

- Fire Recruit Academy January – May 2024, hosted by NTFD.
- Paramedic school January – September 2024, provided by grant scholarships.

**Item 20 – Public Concerns – None**

**Item 21 – Closed session - None**

**Item 22 - Adjourn Board Meeting** – Motion to adjourn by Steve Manzione. 2<sup>nd</sup> by Scott Bissegger, All Approved.

Adjourned: 19:00