

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

Date October 20, 2022

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

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

Others present: Jason Brown, Buck Peck, Brandi Garcia, Andrew Adams, Tim Heise and Daniel Miller.

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

Item 2 – Pledge of Allegiance – Mark Herrera.

Item 3 –Approval of minutes

- Approval of September 15, 2022, board meeting minutes. - Motion to approve Steve Manzione. 2nd by Mark Herrera. All approved.

Item 4 - Monthly Status Report by Chief Nunn

- Call volume year to date is at 997, with last year at 959, a 5% increase from last year. About 100 calls per month. Overlapping call volume is up 18.4% (2021), 20.2% (2022)
- Lake Point Mitigation is completed. Chipper Days are done, and Dumpster Days will be finished Friday, October 28. NTFD Fire Prevention open house could have been better.
- Chief Nunn has completed and submitted the Community Wildfire Defense Grant and the Catastrophic Wildfire Grant. He will be submitting other grants between December – February.
- The new Rosenbauer engine has been in service and out of service.
- Chris Thompson new hired FF has obtained his AEMT.

5 – Public Comment

Chief Nunn stated Tooele Valley Airport is having a meeting tonight of a master plan of the airport.

Item 6 – Bills Review

- Steve Manzione presented the bills/bank registers and the financial statements for September 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 – Ken Aldridge stated he will have everything ready to present and vote on at the next district board meeting.
- Annual Fraud Risk Assessment – Review of report by the board sub-committee (Scott Bissegger, Mark Herrera, Chief Nunn) – Scott Bissegger said the Annual Fraud Risk Assessment went well. NTFD scored 325 and was at low risk. Lacking in internal audit committee and CPA with accounting degree. SPID had a 3rd party company do their assessment. The Board determined that since we currently have a low-risk score and clean annual audits that we are not in need of a 3rd party company at this time.

- Discussion of 2023 preliminary budget and Certified Tax Rate increase – Chief Nunn stated the board just needs to state the 0.0008 tax rate and date of public hearing in the Action item portion.

Item 9 – New Business

- Creation of 501c3 fundraising group - Chief Nunn said this could be an option to get funds for NTFD. The Board stated this would need to be operated separate from NTFD bank accounts/funds in a private capacity to manage the group outside company time by members of the district other than Chief and the Admin staff.
- Naming of the service awards – Chief Nunn said he would like to name the awards after previous NTFD staff. Several Board members said they had concerns with this and would prefer they kept the awards as they are. It was suggested that NTFD add a peer award.

Item 10 – Public Comment

Andrew Adams said it was nice when he received his award last year and he thinks receiving an award is good morale.

Item 11 – Action Items

- Intent to Increase the 2023 Certified Tax Rate - Motion to Increase 2023 Certified Tax Rate to 0.000800 with a public hearing on December 15, 2022, by Steve Manzione. 2nd Mark Herrera. All approved
- Approval of the 2022 3rd Quarter bills (July, August, September) - Motion to approve the 2022 3rd Quarter bills (July, August, September) by Steve Manzione. 2nd Scott Bissegger. All approved
- Resolution 2022-29 Approval of Annual 2022 Fraud Risk Assessment - Motion to approve the Annual 2022 Fraud Risk Assessment by Scott Bissegger. 2nd Steve Manzione. All approved.

Item 12 – Board Calendar

- November 2-4, 2022, UASD Annual Board Member Training, Davis Conference Center
- November 17, 2022, 6:30 Board Meeting, Stansbury Fire Station
- December 15, 2022, 6:30 Board Meeting/Public Budget Hearing, Stansbury Fire Station

Item 13 – District Events

- September – November – SHS Football games EMS standby
- October 31, 2022, Truck or Treat with the Firefighters
- December 13, 2022, NTFD Christmas Party

Item 14 – Public Concerns

- None.

Item 15 – Closed session -

- None.

Item 16- Adjourn Board Meeting - Motion to adjourn by Scott Bissegger. 2nd Mark Herrera. All approved

Adjourned: 19:09.