

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

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Date: May 29, 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, Jack Peck, Kaylee Moya, and Kim Clausing.

Others present: Dan Gans, Clint Wakefield, Jack Unsworth, Shane Ingrin, and Jo LeClaire

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

**Item 2 – Pledge of Allegiance** – Chief Kevin Nunn

**Item 3 – Approval of minutes**

Approval of April 17, 2024, board meeting minutes – Motion to approve by Scott Bissegger. 2<sup>nd</sup> by Steve Manzione, all approved.

**Item 4 – New Firefighter Swearing-In Ceremony-** None

**Item 5 – Firefighter Recognition – award of certifications** – None

**Item 6 - Monthly Status Report by Chief Kevin Nunn**

- Call Volume
  - Last year on this date 507 calls for service
  - Current – 511, 168 since last Board Meeting (averaging 4 per day)
  - Overlapping call volume – 72 or 17.14% YTD
- Significant Events
  - Memorial Day Weekend – Knolls 7 times
  - Called to I80 for 21 Incidents
  - Aircraft Landing, then Crash
  - A few random grass fires.
  - Vehicle Fire on SR36
  - Canyon Rescue on South Willow
  - Phosgene Gas Leak – not confirmed.
- Accomplishments
  - Tabletop exercise for Wildfire Evacuation on 4/19
  - Engine Academy on 5/17 – excellent opportunity – Sim Table
  - Outreach in Community ramping up.
  - Chipper Days completed – Dumpster Days - \$26,000 spent on mitigation.
  - Field Days are all completed – fun was had by all.
  - Dan Gans attended the National Fire Academy 5/19
  - All Captains went to Fire Officer Academy with Columbia Southern University
- Planning
  - Collective Invitation for Community Wildfire Day to celebrate CWPP on June 3<sup>rd</sup>
  - Recruit Academy Graduation Ceremony on June 4<sup>th</sup>
  - Home Surveys and Assessment – We're on the News!
  - June 25<sup>th</sup> will Family Night at the Station – Photos

- Rx Burns – Position Task Books
- Smokey Bear statue arrival and placement
- Getting prepared for July 4<sup>th</sup>
- Construction Continues 9 (video and documents included via email)
- Grant Application for skid-mount pumps through the Department of Interior
- Chief gone from June 12-19 (teaching Sim Table)
- Service Awards
  - Receipt of State EMS Award for Incident of the year
  - A number of Recruit Academy graduates (F1/F2 pass rate of about 80%)
  - EMT Graduates – Cody Colovich, Neveah Reedy, and Chace Allen
  - School – Kailee Petersen and Daniel Miller in Paramedic School. (Andrew Adams and Rachel Walton in EMT school, Jo LeClaire and Tammy Slaugh are taking Pre-Requisites for Paramedic School)

#### **Item 7 – Fire Marshal Monthly Report**

- Everything is copacetic.
- Estimated 50,000 homes to come to Tooele Valley in the next 3-5 years. Gov. Cox wants to put in 30,000 homes for low-income housing. We need to start being proactive and prepare for purchases of apparatus, stations and infrastructure.
- Annexations out of our District are becoming more common because they have to put in infrastructure if they stay in the District.

#### **Item 8 – Grant Projects Monthly Report**

- SAFER grant – lots of volunteer applications have been received. Interviews towards the end of summer.
- CWDG grant – going well
- SAMSHA – still ongoing. Still have 2 in paramedic school and two doing PM pre-reqs. Cody Colovich has applied for the program starting this fall. Waiting on his pre-req approvals.

#### **Item 9 – Public Comment – none**

#### **Item 10 – Bills Review**

- Steve Manzione presented the bills/bank registers and the financial statements for April 2024 which were reviewed by the board members. Steve Manzione asked if the board had questions, board had no questions.

#### **Item 11 – Contract Review - None**

#### **Item 12 – Old Business - None**

#### **Item 13 – New Business**

- **URS Tier 2 Hybrid increase 2.59% to 4.73% - total of 2.14% increase.** Chief Nunn explained the increase to the Board. Stated that by the District covering the employee required increase it helps with employee retention. The URS is requiring all agencies to sign a new approval every time there is a change now so there is transparency and more informed decisions.
- **Need to add new checking account to Zions Bank for Grant funding deposits.** Newer grants require Paypal and other similar platforms for deposits. A new account is needed in order to limit risk to the main account. This will still be a general fund account in the books.
- **Declaration of Surplus equipment.** Cassandra Ray presented the surplus list to the Board including General Computer, A/V equipment and old appliances. With the board's approval all those items will be sent to Auction.
- **Discussion of DERA grant and options for funding.** NTFD received the DERA grant. The grant requires us to permanently retire one 2009 Pierce engine. Must make the diesel motor no longer able to function. We might be able to surplus the frame. The engine currently has a

pending \$8000 repair needed. We want to lease/purchase a new fire engine Type 3 and the grant will cover \$250,000 for the motor.

- **Add new phone system to Capital Project List.** Cassandra Ray explained to the Board the need for a new phone system. The current system is not working very well and is very difficult to use. Would like to get a simple system with capability for forwarding to remote phones and stations.

**Item 14 – Public Comment – none.**

**Item 15 – Action Items**

- **Resolution 2024-06 Approval of URS Tier 2 Hybrid increase.** Motion to approve Resolution 2024-06 by Steve Manzione. 2<sup>nd</sup> by Mark Herrera. All approved.
- **Resolution 2024-07 Approval of additional bank account with Zions Bank for grant funding deposits.** Motion to approve by Mark Herrera. 2<sup>nd</sup> by Scott Bissegger. All approved.
- **Approval of surplus equipment.** Motion to approve surplus equipment list as presented by Steve Manzione. 2<sup>nd</sup> by Kurt Stephensen. All approved.
- **Approval of updated Capital Projects list.** Motion to approve capital projects list as presented by Steve Manzione. 2<sup>nd</sup> by Mark Herrera. All approved.

**Item 16 – Board Calendar**

- June 20, 2024 6:30pm Board Meeting – THURSDAY. Location to be determined. Mark Herrera will attend virtually.
- July 17, 2024 6:30pm Board Meeting, Stansbury Fire Station
- August 21, 2024, 6:30pm Board Meeting, Stansbury Fire Station

**Item 17 – District Events**

- Paramedic school January – September 2024, provided by grant scholarships
- June 1, 2024 Image Trend go live
- June 3, 2024 5:00pm Community Wildfire Public Event, Stansbury Fire Station
- June 4, 2024 6:00pm Fire 1/2 class Graduation, Utah Fire Museum
- June 14-15 2024 Lake Point Days
- July 12-13 2024 Erda Days
- August 8-10 Stansbury Days
- September 25-26 2024 Fall Chipper Days

**Item 18 – Public Concerns – None**

Chief Nunn announced that NTFD was recognized at the Utah EMS awards ceremony for the Incident of the Year. He read the nomination. The crew on scene will be recognized at an upcoming Tooele County Council meeting.

**Item 19 – Closed session –** Motion to have a closed session to discuss the character, professional competence, or health of an individual by Mark Herrera. 2<sup>nd</sup> by Kurt Stephensen. Closed session at 19:16. Session stopped at 19:49.

**Item 20 – Action Items**

- Possible vote on actionable items from the closed session – no votes needed. No actionable items.

**Item 21 - Adjourn Board Meeting –** motion to adjourn by Steve Manzione. 2<sup>nd</sup> by Kurt Stephensen. All approved.

Adjourned: 19:49