

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

Date: March 17, 2022

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

Staff present: Jay Ziolkowski, Cassandra Ray and Sharmae Swartzfager.

Others present: Jason Brown, Joanne LeClaire, Josh Marshall, Tyson Bowen, Andrew Adams, Buck Peck, Steffanie Peck, Taylor Johnson, Brandi Garcia, Kirk Arnold, Justin French, Ty Rundle, Steve Griffith, Erik Gumbrecht, Jack Snyder, Kevin Nunn, and Tim Heise.

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

Item 2 – Pledge of Allegiance – Scott Bissegger.

Item 3 – Approval of minutes

- Approval of February 17, 2022, board meeting minutes and March 7, 2022 board meeting minutes. - Motion to approve Ken Aldridge. 2nd by Scott Bissegger. All approved.

Item 4 – Public Comment

- None.

Item 5 – Bills Review

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

Item 6 – Closed session – Discussion of Fire Chief Selection. A Closed session was held to discuss the Fire Chief Selection and contract negotiation. A sworn affidavit by Rick Pollock is on file in the District office. Motion to close the meeting for these purposes by Steve Manzione. 2nd by Scott Bissegger. All approved. The board meeting of the Board of Trustees was called to a closed session at 18:32 hours. No audio or written minutes were recorded per Utah Code 52-4-206(6). The closed session was closed at 20:06 hours. The board meeting was reconvened at 20:11 hours.

Item 7 – Contract Review

- None.

Item 8 – Old Business

- Apparatus purchasing update - Chief Ziolkowski said NTFD is under contract with Rosenbauer, and the estimated delivery time will be May for the new fire engine. NTFD has narrowed it down to purchasing a brush truck from Outback. Keeping under the \$150,000 approved by the board.
- West Erda water line update - Chief Ziolkowski explained the contractor for the West Erda water line is waiting on good weather before proceeding. Erda City has a key card and they have used the Erda Fire station once, but they have not signed a contract yet or occupied space.

Item 9 – New Business

- 2021 Impact Fee Report – Cassandra Ray presented the FY 2021 Impact Fee report which is required by the State of Utah. It shows the year the impact fees were received

since the District started collecting impact fees in 1997, the project from which the funds were collected, the capital projects for which the funds are budgeted, and the projected schedule for expenditure. This will be sent to the State Auditor upon the Board's approval. Cassandra Ray reviewed the Impact fee schedule to include Lake Point Fire Station Expansion, Arrowhead Fire Station, West Erda Fire Station water line, and the new fire engine.

- Lake Point Renovation – Mitch Hall motioned to table the discussion until the new chief is hired.

Chief Ziolkowski said renovation is needed for Stansbury Park fire station upstairs, a 2nd fridge is needed with 4-man crew, new carpet, and updated bathrooms. Something for the new Chief and the board to consider in the future.

It was stated that Mt West Ambulance use of the Lake Point fire station was tabled.

- Policy review – Employee and Volunteer handbook updates - Chief Ziolkowski said the Captain's, Cassandra, and himself, have been reviewing the Employee and Volunteer handbook bringing them into compliance for best practices. Cassandra Ray reviewed a few minor changes to include the issue of Juneteenth Day (June 19th), it is now both a state and federal holiday. The board agreed to add Juneteenth as a holiday.
- Disposition of surplus board/training room chairs – Chief Ziolkowski expressed the question of disposing the board/training room chairs. It was agreed upon, if anyone was interested in acquiring one or two of the used chairs to come down to the Stansbury Park fire station.

Item 10 – Public Comment

None.

Item 11 – Action Items

- Resolution 2022-06 Contract Negotiations with Full-time Fire Chief - Motion to approve the Contract Negotiations with Full-time Fire Chief by Ken Aldridge. 2nd by Steve Manzione. All approved.
- Resolution 2022-07 2021 Impact Fee Report Certification - Motion to approve the Impact Fee Report Certification by Steve Manzione. 2nd by Mitch Hall. All approved.
- Resolution 2022-08 Approval of the Employee and Volunteer handbook updates - Motion to approve the Employee and Volunteer handbook updates by Mitch Hall. 2nd by Ken Aldridge. All approved.

Item 12 – Board Calendar

- April 21, 2022, 6:30 Board Meeting, Stansbury Fire Station
- May 19, 2022, 6:30 Board Meeting, Stansbury Fire Station
- June 16, 2022, 6:30 Board Meeting, Stansbury Fire Station

Item 13 – District Events

- On-going Fire I/II class – Grantsville
- April 5, Tooele County/Union Pacific HazMat Training
- April 6-7 Tooele County Regional Fire School, TEAD
- May 24 – SPES Field Day
- May 26 – Bonneville Field Day

Item 14 – Public Concerns

- None.

Item 15 – Closed session - None.

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

Adjourned: 20:44