

# Minutes

North Summit Fire Service District  
Administrative Control Board  
Regular Meeting  
Station 21  
86 E Center St  
Coalville, UT 84017  
July 11, 2024

1 Chair Armstrong called the meeting to order at 6:17 PM

2 **Board Members Present**

3 Chair Roger Armstrong

4 Vice Chair Don Donaldson

5 Treasurer Ari Ioannides

6 Louise Willoughby excused

7 Chris Robinson

8 John Adams *excused*

9 Steven Dallin *joined at 6:20 PM*

**Staff Present**

Ben Nielson, Fire Chief

Nick Jarvis, Deputy Fire Chief

Tyler Rowser, District Clerk

Linda Viti, Deputy County Attorney

10 **Public Present**

11  
12 **Item 2 Roll Call**

13 A quorum was present.

14 **Item 3 Closed session in compliance with Utah Code §52-4-205(1) as**  
15 **needed, to discuss:**

16 a. Purchase, exchange, or lease of real property.

17 b. Pending or reasonably imminent litigation

18 c. Personnel – to discuss the character, competence, or physical or mental  
19 health of an individual.

20 d. Deployment of security personnel, devices, or systems

21 None

22 **Item 4 Reconvene in Open Meeting**

23 **Item 5 Pledge of Allegiance**

24 Chair Armstrong led the board and public in the pledge of allegiance.

25 **Item 6 Work Session**

26 .  
27 **a. 2023 Audit Report**

28 Ron Stewart from Gilbert & Stewart, CPA's presented the audit report  
29 for the 2023 budget year.

30 **b. Chief's Report. Discussion of current operational status.**

31 **a. Buildings**

32 Station 21 board room is updated.

33 **b. Apparatus**

34 One truck will need a once-over at the end of the fire  
35 season. We may have a lead on a donated fire engine from  
36 the Wasatch front.

37 **c. Training**

38 In June, we had 217 hours of training in Fire & EMS.

39 **d. Operations (Medical/Fire)**

40 Wildland season is upon us, and we are prepared to  
41 respond. Trucks have been preseason serviced.

42 **e. Misc.**

43 Chief Jarvis, we have applied for grants and will hear  
44 about some soon.

45

46 **Item 7 Public Input**

47 *None*

48 **Item 8 Consent Agenda**

49

50 **e. Accounts Payable June 2024**

51 **f. Minutes of June 13, 2024**

52 Board Member Robinson motioned to approve, Treasurer Ioannides  
53 seconded the motion, a vote was called, all ayes, motion passed.

54

55 **Item 9 Consideration of Approval**

56

57 **a. Discussion and possible approval of the settlement with John C**  
58 **Berry & Sones Inc & Federated Mutual Insurance Company for**  
59 **damaged equipment and gear and a Full and Final Release of**  
60 **all Claims for the October 10, 2023, Hazmat incident on I84 in**  
61 **Henefer.**

62 Board Member Robinson motioned to approve the settlement and full  
63 and final release of all claims. Vice Chair Donaldson seconded the  
64 motion. A vote was called; all ayes and the motion passed.

65 **b. Discussion and possible approval of the Mutual Aid Agreement**  
66 **between Uinta County (Wyoming), North Summit Fire District**  
67 **& Summit County, Utah.**

68 Board Member Dallin motioned to approve the Mutual Aid Agreement;  
69 Vice Chair Donaldson seconded the motion, a vote was called, all ayes,  
70 and the motion passed.

71 **c. Discussion and possible approval of Resolution 2024-01 A**  
72 **Resolution Authorizing Employer Payment for Tier 2**

73 **Employees portion of Utah Retirement System Contribution.**

74 Treasurer Ioannides motioned to approve Resolution 2024-01, Board  
75 Member Robinson seconded the motion, a vote was called, all ayes, the  
76 motion passed.

77 **d. Discussion and possible approval to purchase four (4) new**  
78 **Lifepack 35 Cardiac Monitors and five (5) Lifepack CR2 AEDs.**  
79 Treasurer Ioannides motioned to approve spending up to the amount of  
80 the grant to purchase the Lifepacks; Board Member Robinson seconded  
81 the motion, a vote was called, all ayes, and the motion passed.

82 **e. Discussion and possible recommendation to the County**  
83 **Council for district policy and procedures approval.**

84 *Board Member Adams joined the meeting remotely to discuss this item.*

85 **a. Code of Ethics, Mission Statement Philosophy & Goals**

86 **b. Sections 102, 103, 200, 202, 203, 205, 206, 207, 208, 210, 300,**  
87 **301, 302, 303, 304, 305, 306, 307, 308, 309**

88 Board Member Adams motioned to recommend the 23 policies to  
89 the Summit County Council for Approval; Board Member  
90 Robinson seconded the motion, and a vote was called. All ayes,  
91 motion passed.

92 **f. Discussion and possible approval of the final bill of sale to the**  
93 **Pine Meadows HOA for the shed located at 1567 W. Arapaho Dr,**  
94 **Wanship, UT 84017.**

95 Treasurer Ioannides motioned to approve the final bill of sale; Board  
96 Member Dallin seconded the motion, a vote was called, all ayes, motion  
97 passed.

98

99 **Item 10 Board Comments.**

100 Board Member Dallin wanted to thank the crews for coming to the parade on  
101 the 4<sup>th</sup> of July in Henefer.

102 Chair Armstrong mentioned that the County Council would be discussing the  
103 district starting to pay for legal services from the county. Chair Armstrong  
104 also wanted to recognize Attorney Stack for his hard work, and that he is  
105 being interviewed for a Judgeship in the 4th District Court. He is still  
106 waiting to hear a final decision from the Governor's office as to whether he  
107 will be appointed.

108 Tyler reminded board members that our next meeting will be on August 15,  
109 2024, to avoid conflicts with the Summit County Fair.

110

111 **Item 11 Adjourn.**

112 Treasurer Ioannides motioned to adjourn; Vice Chair Donaldson seconded the  
113 motion, a vote was called, all ayes adjourned at 7:49 PM.