

# Minutes

North Summit Fire Service District  
Administrative Control Board  
Regular Meeting  
Station 21  
86 E Center St  
Coalville, UT 84017  
**October 10, 2024**

1 Chair Armstrong called the meeting to order at 6:07 PM

2 **Board Members Present**

3 Chair Roger Armstrong

4 Vice Chair Don Donaldson

5 Treasurer Ari Ioannides

6 Louise Willoughby

7 Chris Robinson – *Excused*

8 John Adams

9 Steven Dallin

**Staff Present**

Ben Nielson, Fire Chief

Nick Jarvis, Deputy Fire Chief

Tyler Rowser, District Clerk

Ryan Stack, Deputy County Attorney

Jennifer Flygar, Admin. Assistant

10 **Public Present**

11 *None*

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 Public Input**

26 *None*

27

28 **Item 7 Consent Agenda**

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30 a. **Accounts Payable July, August, & September 2024**

31 Board Member Willoughby motioned to approve the Accounts Payable;

32 Board Member Dallin seconded the motion, a vote was called, all ayes,

33 and the motion passed.

34 b. **Minutes of July 11 & August 15, 2024**

35                   Treasure Ioannides motioned to approve the Minutes of July 11, 2024;  
36                   Vice Chair Donaldson seconded the motion, a vote was called all ayes,  
37                   and the motion passed.

38                   Board Member Adams motioned to approve the minutes of August 15,  
39                   2024; Board Member Willoughby seconded the motion, a vote was  
40                   called, and all ayes, the motion passed.

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42                   **Item 8 Work Session**

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44                   **a. Chief's Report. Discussion of current operational status.**

45                   **a. Buildings**

46                   We've had to fix two garage doors, which didn't cause any  
47                   delay.

48                   **b. Apparatus**

49                   We did get a water tender request, but with one down, we  
50                   kept our 2<sup>nd</sup> one here.

51                   **c. Training**

52                   We've had UFRA props come out for training. The Vent  
53                   prop will be coming up this month, and firefighters  
54                   completed 218 hours of training in September.

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

56                   **e. Misc.**

57                   **b. Presentation of the 2025 Tentative Budget and Amended 2024  
58                   Budget.**

59                   Chief Nielson presented his recommended budget to the board.

60

61                   **c. Annual Board Member and Open and Public Meeting Training.**

62                   Ryan Stack presented the training to the board and staff, as well as  
63                   ethics training.

64

65                   **Item 9 Board Comments.**

66                   Board Member Willoughby thanked everyone for all the information in this  
67                   meeting.

68                   Roger said he has two meetings left, and it has been great to see what has  
69                   been built.

70

71                   **Item 10 Adjourn.**

72                   Board Member Willoughby motioned to adjourn; Treasurer Ioannides  
73                   seconded the motion, a vote was called, all ayes, and the meeting was  
74                   adjourned at 8:47 PM.