

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017

April 11, 2024

1 In the absence of the chair and vice chair, we need a motion to appoint an acting
2 chair for this meeting only. Board Member Willoughby motioned to make Board
3 Member Robinson; April 11, 2024, meeting; Board Member Adams seconded the
4 motion, and a vote was called; all ayes and the motion passed. The meeting called to
5 order at 6:05 PM

Board Members Present

6 Chair Roger Armstrong – Remote 6:08 PM
7 Vice Chair Don Donaldson - Excused
8 Treasurer Ari Ioannides - Excused
9 Louise Willoughby
10 Chris Robinson - Remote
11 John Adams
12 Steven Dallin – Excused at 6:41 PM

Staff Present

Ben Nielson, Fire Chief
Nick Jarvis, Deputy Fire Chief
Tyler Rowser, District Clerk
Ryan Stack, Deputy County Attorney

Public Present – Electronic

Item 2 Roll Call

16 A quorum was present.

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

- 18 a. Purchase, exchange, or lease of real property
- 19 b. Pending or reasonably imminent litigation
- 20 c. Personnel – to discuss the character, competence, or physical or mental
- 21 health of an individual
- 22
- 23

24 No members called for a closed session.

Item 4 Reconvene in Open Meeting

Item 5 Pledge of Allegiance

28 Acting Chair Robinson lead the board and public in the pledge of allegiance.

Item 6 Work Session

- 29
- 30
- 31 a. **Welcome Steven Dallin to the board as the Henefer Town**
- 32 **Council representative.**

33 Board Member Dallin introduced himself and gave the board a little
34 information about himself and that he is looking forward to working
35 with them.

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

37 a. **Buildings**

38 Chief Nielson updated the board on the mold issue and
39 what is being covered by insurance.

40 Acting Chair Robinson requested that we get a specific
41 chapter and verse that they are denying the coverage on.

42 **b. Apparatus**

43 Chief Nielson updated the board on a brush truck that is
44 down. The aging fleet and the new mini pumper is in
45 service as of yesterday.

46 **c. Training**

47 Employee completed 403 hours of training wildland
48 training on the topic this year. Working on a Swift water
49 training. We have our annual training with Dr. Smit and
50 the staff at Park City Hospital coming up.

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

52 We are down 1 full-time paramedic and are actively
53 trying to hire a replacement.

54 **e. Misc.**

55 We were awarded \$35,000 in a mental health grant from
56 the Department of Public Safety and \$5,000 in a state
57 EMS grant. We applied for another \$20,000 from the
58 SHSP grant for the swift water rescue program.

59
60 **Item 7 Public Input**

61 none

62 **Item 8 Consent Agenda**

63
64 a. Accounts Payable March 2024

65 b. Minutes of March 14, 2024

66 Board Member Willoughby asked what we use chat gpt is for?
67 We use it for staff reports and grant writing.

68 Board Member Adams asked what image trend is. We use this
69 software for our incident reports and other information tracking.

70
71 Board Member Willoughby motioned to approve accounts
72 payable; Board Member Adams seconded the motion, a vote was
73 called all ayes, and the motion passed.

74
75 The minutes of March 14, 2024, were tabled until the next
76 meeting due to not having a quart of who was present at the
77 meeting.

78 **Item 9 Consideration of Approval**

79 None

APPROVED 05.09.2024

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80 **Item 10 Board Comments.**

81 Louise brought the flyer for the making main street meeting in Coalville and asked
82 that everyone who could attend please do so.

83

84 **Item 11 Adjourn.**

85 Board Member Willoughby motioned to adjourn; Board Member Adams seconded
86 the motion, a vote was called, all ayes the meeting was adjourned at 7:04 PM.