



## UNIFIED FIRE AUTHORITY BOARD MINUTES

August 17, 2021 7:30 a.m.

Electronically Via ZOOM Webinar/UFA Headquarters – 3380 South 900 West SLC, UT 84119

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1. Call to Order  
Quorum was obtained  
Chair Perry called the meeting to order at 7:30 a.m.
  
2. Public Comment  
None  
Public comment was made available live and with a posted email address
  
3. Approval of Minutes  
Council Member Stewart moved to approve the minutes from the July 20, 2021 UFA Board Meeting as submitted  
Mayor Peterson seconded the motion  
All voted in favor, none opposed
  
4. Consent Agenda
  - a. Review of July Disbursements
    - No questions

Mayor Overson moved to approve the July disbursements as submitted  
Mayor Sondak seconded the motion  
All voted in favor, none opposed
  
5. Committee Updates
  - Benefits & Compensation Committee
    - No meeting held
  
  - Governance Committee
    - No meeting held
  
  - Finance Committee
    - No meeting held
  
6. UFA Vice Chair Position
  - Mayor Peterson stated that due to personal challenges, he will step down as UFA Vice Chair
  - With the impending departure of Chief Petersen April 2022, he feels it is appropriate to nominate Mayor Dahle as Vice Chair of UFA for the remainder of the year
    - January 2022, the Vice Chair would proceed to chair the UFA Board of Directors

- This will allow for the UFA Board to be well prepared for the transition and process development follow through that is critical and necessary for a successful transition to a new Chief/CEO

Mayor Peterson moved to appoint Mayor Dahle as UFA Vice Chair

Mayor Knopp seconded the motion

All voted in favor, none opposed

7. Consider Resolution 08-2021A Approving Terms of Lease Purchase Agreement with Banc of America Public Capital Corp

- CFO Hill reminded the Board of their approval during the budget process for staff to find a lease purchase in order to purchase \$10.8M in equipment, building improvements, etc.
- 5 competitive bids were received
- The UFA Finance Committee has reviewed the bids and are prepared to move forward with the lease
- The interest rate offered/chosen is 0.8497 with a draw down period of 3 years
  - CFO Hill explained that the draw down period is the allotted time to spend the funds
  - Mayor Sondak stated that this sounded more like a loan than a lease
    - CFO Hill explained that this is not a traditional lease, once final payment has been made, UFA has full ownership of all assets
    - This is a combination of a lease/purchase, wherein the equipment is collateral
- This is a 7-year lease, closing will take place at months end

Mayor Dahle moved to adopt Resolution 08-2021A approving terms of Lease Purchase Agreement with Banc of America Public Capital Corp

Council Member Stewart seconded the motion

Roll call vote taken

|             |   |              |   |
|-------------|---|--------------|---|
| Bailey      | Y | Overson      | Y |
| Bowen       | - | Perry        | Y |
| Butterfield | Y | Peterson     | Y |
| Dahle       | Y | Silvestrini  | Y |
| Hale Glover | Y | Sondak       | Y |
| Henderson   | Y | Stewart      | Y |
| Hull        | Y | Theodore     | Y |
| Kanter      | Y | Westmoreland | - |
| Knopp       | Y |              |   |

8. UFA Application of ARPA Funds

- Chief Petersen stated that some municipalities are concerned about the grant requirements for these funds to be paid now, others believe it fits well within the parameters of the funds and have already paid
- Chief is concerned about ensuring evenness of contributions between municipalities
- Chief Petersen proposes increasing the Member Fee or implement a special assessment to replenish the Capital Fund in next fiscal year, using the budget process to determine the best way
- Members who have shared their ARPA funds now will be credited that portion toward the assessment
- The remaining impact from COVID is estimated at \$930,000

- Fund Balance was utilized to cover the overall \$1.66M impact
- First round of CARES Funding reimbursed UFA for \$730,000 of this, resulting in the remaining \$930,000
- Mayor Sondak asked what census data would be used when considering the assessment
  - Chief Petersen feels that in fairness, the same data used for invoicing would be used to determine the assessment, therefore, it has been broken up by population
- Chief Petersen clarified that the total \$930,000 has been invoiced and those municipalities who have provided ARPA funds will be credited toward their portion
  - If a municipality has paid their complete balance, they will not be invoiced further
- The municipality has the choice to utilize their ARPA Funds or be assessed an annual appropriation
  - This allows for municipalities to make the best decision for them
- The Board expressed their support for this proposal

## 9. Fire Chief Report

- Canyon Structural Inc. Donation – Apartment Fire Prevention
  - This \$1,800 donation was made by the company involved in construction of the building involved in the Millcreek apartment fire
  - Chief Petersen will be applying this donation toward the apartment fire prevention program
  - Fire Marshal Larson will be in contact with them to both thank them and show how UFA is utilizing their donation to make a difference
  - Chief Petersen stated that periodically, the Board will see him present donations and how they are applied to programs the donors are interested in focusing their funds toward
  - These donations are captured during the budget process
- EMAC Overview – AC Pilgrim
  - AC Pilgrim now represents the Utah State Fire Chief's for EMAC deployments
  - This will help with navigating the deployments and addressing billing concerns
  - The state has participated in 5 deployments, UFA has only participated in 2 thus far
    - Prior to deploying, an assessment is conducted each time to ensure UFA is maintaining the commitment locally
- COVID Update/Delta Variant Response – OC Dern
  - An updated mask guidance was distributed for UFA on August 4
  - Masks are now required on all medical calls and while crews are in public
  - Unvaccinated members must wear masks while at work unless in their personal space or eating/drinking
  - UFA has reached out to non-vaccinated members directly
  - Recently there was an exposure to a crew during a station visit, all were wearing masks and there were no positives
  - UFA will continually assess the guidelines going forward to best protect the public and members
  - Full vaccination for UFA has moved from 83% to 85%
- Uniform Municipality Patch – DC Robinson
  - DC Robinson reviewed the memo associated with the patch project
  - This project evolved from the Strategic Plan and the desire for a local fire department feel
  - Municipality patches will be worn on the right shoulder of the Class B uniforms

- More samples are forthcoming

10. Closed Session

None

11. Adjournment

Council Member Stewart moved to adjourn the August 17, 2021 meeting

Mayor Dahle seconded the motion

All voted in favor, none opposed

BOARD MEMBERS IN ATTENDANCE:

Council Member Kathleen Bailey

Council Member Chrystal Butterfield

Mayor Robert Dahle

Council Member Trish Hull

Mayor Robert Hale

Mayor Dan Knopp

Mayor Kristie Overson

Mayor Mike Peterson

Council Member Jared Henderson

Council Member Allan Perry

Deputy Mayor Catherine Kanter

Council Member Sheldon Stewart

Mayor Jeff Silvestrini

Mayor Harris Sondak

Council Member Dea Theodore

BOARD MEMBERS ABSENT:

Council Member Gary Bowen

Mayor Tom Westmoreland

STAFF IN ATTENDANCE:

CFO Tony Hill

Chief Petersen

CLO Roberts

Cynthia Young, Clerk

OTHER ATTENDEES:

AC Burchett

AC Pilgrim

AC Higgs

Aaron Lance

BC Prokopis

BC Fossum

BC Russell

OC Dern

Bill Brass

Captain Park

Captain Ayres

Calogero Ricotta

Catherine Harris,

Emigration

Captain Greensides

David Chapman (public)

Division Chief Case

Division Chief Robinson

Division Chief Torgersen

Erica Langenfass

Justin Watters

Kamarie DeVoogd

Kiyoshi Young

Kate Turnbaugh

Kiley Day

Lana Burningham

Larson Wood

Linda Hawks, Emigration

Nile Easton, DOC

Nathan Cherpeski,

Herriman

Patrick Costin

Rachel Anderson, UFSA

Shelli Fowlks

Tim Tingey, CWH