

**UNIFIED FIRE SERVICE AREA**  
**Meeting Minutes**  
**9:11 a.m.**

**Board Members Present**

Mayor Kristie Overson  
Mayor Jeff Silvestrini  
Council Member Allan Perry  
Council Member Kathleen Bailey  
Council Member Sheldon Stewart  
Mayor Tom Westmoreland

Council Member Trish Hull  
Mayor Kelly Bush  
Council Member Gary Bowen  
Mayor Dan Knopp  
Mayor Robert Hale  
Mayor Jenny Wilson

**Board Members Absent**

Council Member Jared Henderson  
Surveyor Reid Demman

Council Member Richard Snelgrove

**Staff**

Tony Hill, UFA CFO  
Chief Dan Petersen  
Cyndee Young, UFSA Clerk  
Ifo Pili, UFSA District Administrator  
Rachel Anderson, UFSA Legal Counsel

**Guests**

Brett Wood, Herriman  
Brian Roberts, CLO UFA  
Captain Park  
Division Chief Larson  
Division Chief Burchett  
Division Chief Case  
Erica Langenfass, UFA  
Keith Zuspan, BCC

Lana Burningham, UFA Admin/Planning  
Larson Wood, UFA Facilities Manager  
Mike Reberg, SLCo  
Nile Easton, UFA Director of Communications  
Shelli Fowlks, UFA

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Newly Elected Chair Kristie Overson Presided  
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Called to Order

Chair Silvestrini called the meeting to order at 9:11 a.m. Quorum present.

Recognition of Brighton Town

Administer Oath of Office for New Board Members

Mayor Wilson, Mayor Knopp, and Council Member Hull received the UFSA Oath of Office.

Public Comment

None.

Approval of Minutes

Council Member Stewart moved to approve the minutes from the December 17, 2019 UFSA Board Meeting as submitted.

Council Member Perry seconded the motion.

All voted in favor.

Approval of Resolutions 01-2020A/B Board Elections – Legal Counsel Anderson

Mayor Overson accepted the UFSA Board Chair position.

Mayor Hale moved to approve Resolution 01-2020A appointing Mayor Overson as the UFSA Board Chair as voted upon this day.

Mayor Wilson seconded the motion.

All voted in favor.

It was requested that Mayor Westmoreland accept the UFSA Board Vice Chair position.

Mayor Silvestrini moved to approve Resolution 01-2020B appointing Mayor Westmoreland as the UFSA Board Vice Chair as voted upon this day.

Council Member Stewart seconded the motion.

All voted in favor.

Consider Resolution 01-2020C Approving the Execution of the Revised Restated Interlocal Cooperation Agreement to Create and Govern the Unified Fire Authority – Legal Counsel Anderson

Mayor Silvestrini moved to adopt Resolution 01-2020C approving the execution of the Revised Restated Interlocal Cooperation Agreement to Create and Govern the Unified Fire Authority.

Council Member Hull seconded the motion.

All voted in favor.

Approval of Resolution 01-2020D Approving the Interlocal Office Space Agreement with Brighton Town – Legal Counsel Anderson

This is a continuation of a discussion had at the UFSA Board Meeting last month. Work with Brighton on this agreement has been completed.

Council Member Stewart inquired as to how insurance is handled if Brighton were to cause fire or other damage to the station. His concern is that they would not have ample funds to cover the replacement of the station. Stewart also asked Anderson to inquire into a co-location policy. Counsel Anderson will discuss this with the Brighton attorney & will also ask the UFSA insurance representative how coverage should be addressed.

Mayor Silvestrini moved to approve Resolution 01-2020D approving the Interlocal Office Space Agreement with Brighton Town, subject to verification of fire insurance coverage.

Council Member Stewart seconded the motion.

All voted in favor.

Approval of UFSA/State of Utah Wildland Participation Commitment for 2020 - WL Division Chief

Burchett/Legal Counsel Anderson

All fire protection entities must sign the agreement stating that we agree to conduct mitigation projects for our contribution for the state to cover the costs associated with catastrophic fires. UFA WL projects consist of Firewise, all canyon mitigation, and any community work done for mitigation.

Chief Petersen stated that he wishes to prepare the Board to discuss how to fund the Fuels Crew going forward. This last year, costs were covered by deploying the crew, last year was slower and we will be dipping into the WL budget. May consider an assessment to each member who utilizes their services for mitigation. This is a fantastic program, but he does not want to burden the WL budget going forward.

Mayor Silvestrini moved to approve the UFSA/State of Utah Wildland Participation Commitment for 2020.

Council Member Perry seconded the motion.

All voted in favor.

Approval of Resolution 01-2020E Adopting the UFSA Personal Use and Facility Use Policy – Legal Counsel Anderson

Postponed until February 18, 2020 UFSA Board Meeting as this policy will mirror the UFA policy and further changes are being made by UFA CLO Robert at the request of the UFA Board.

Mayor Silvestrini moved to postpone this item until the February 18, 2020 UFSA Board Meeting.

Mayor Wilson seconded the motion.

All voted in favor.

Update on RFP for Station Location Software – Legal Counsel Anderson/Erica Langenfass, UFA Purchasing Agent

Langenfass provided an update on the status of the RFP. Chief Petersen mentioned that UFA has a Standards of Cover Committee who will review the RFP's, in addition to those who will be interpreting the data.

Quarterly Financial Report – CFO Hill

CFO Hill reviewed the Quarterly Report. Following the upcoming audit, the numbers will be finalized.

Council Member Perry moved to approve the quarterly financial report including the list of expenditures for the last quarter as presented.

Mayor Wilson seconded the motion.

All voted in favor.

Closed Session

None.

Motion to Adjourn

Council Member Stewart moved to adjourn the January 21, 2020 UFSA Board Meeting.

Mayor Wilson seconded the motion.

All voted in favor.