



HERRIMAN CITY FIRE SERVICE AREA MINUTES

Wednesday, January 26, 2022

Approved February 25, 2022

The following are the minutes of the Herriman City Fire Service Area meeting. The meeting was held on **Wednesday, January 26, 2022 at 7:30 p.m.** in the Herriman City Council Chambers, 5355 West Herriman Main Street, Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in City Hall, on the City's website, and delivered to members of the Council, media, and interested citizens.

Presiding: Chair Lorin Palmer

Directors Present: Jared Henderson, Teddy Hodges, Sherrie Ohrn, and Steve Shields

Staff Present: City Manager Nathan Cherpeski, Assistant City Manager Wendy Thomas, Assistant City Manager Tami Moody, City Recorder Jackie Nostrom, Finance Director Alan Rae, City Attorney Chase Andrizzi, Communications Manager Jonathan LaFollette, Police Chief Troy Carr, Deputy Chief of Police Cody Stromberg, Public Works Director Justun Edwards, Operations Director Monte Johnson, Deputy Director of Parks, Recreation and Events Anthony Teuscher, Planning Manager Clinton Spencer, and Building Official Cathryn Nelson.

1. Call to Order (7:30 p.m. or as soon as possible thereafter)

Chair Palmer called the meeting to order at 7:54 p.m.

1.1. Oath of Office for the Board of Trustees for the Herriman City Fire Service Area

City Recorder Jackie Nostrom conducted the oath of office ceremony for the Board of Trustees.

1.2. Election for the Chair and Vice Chair for the Herriman City Fire Service Area

Trustee Shields moved to nominate Trustee Palmer as the Chair and Trustee Henderson as the Vice Chair of the Herriman City Fire Service Area. Trustee Ohrn seconded the motion, and all voted aye.

1.3. Motion for review and outline of the finalization process to approve the minutes of January 26, 2022

Trustee Hodges moved to have the minutes of January 26, 2022 be prepared and distributed to each member of the Herriman City Fire Service Area Board. The Board will have ten days to review the minutes and submit any changes to the clerk, if after ten days, there are no changes, the minutes will stand approved. If there are changes, the process will be followed until all changes are made and the board is in agreement. Director Shields seconded the motion, and all voted aye.

2. Discussion and Action Items

2.1. Discussion and consideration of a resolution appointing a Chief Executive Officer/District Manager, Chief Financial Officer, Budget Officer, Records Officer, District Clerk, District Treasurer, and Legal Counsel - Jackie Nostrom, City Recorder

City Recorder Jackie Nostrom informed the Board all these items on the agenda were the creation documents for the Board of Trustees. First, the resolution appointing various officers for District operations. Item 2.2 would establish Herriman City Hall to be the place of business for the District. Item 2.3 established the amount of bond for the faithful performance of the members duties which would be set at \$10,000. Item 2.4 outlined the policies and procedures for the District, and Recorder Nostrom explained it was set up to operate similarly to the Herriman City Safety Enforcement Area. Item 2.5 was consideration of an Interlocal Agreement with Herriman City for administrative and legal costs for the District. Lastly, Item 2.6 was to adopt a formal seal for the Herriman City Fire Service Area which would be used on all formal documents.

Trustee Shields moved to approve Resolution No. R01-22 appointing a Chief Executive Officer/District Manager, Chief Financial Officer, Budget Officer, District Clerk, District Treasurer, and Legal Counsel. Trustee Ohrn seconded the motion.

The vote was recorded as follows:

Trustee Jared Henderson	<i>Aye</i>
Trustee Teddy Hodges	<i>Aye</i>
Trustee Sherrie Ohrn	<i>Aye</i>
Trustee Steve Shields	<i>Aye</i>
Chair Lorin Palmer	<i>Aye</i>

The motion passed unanimously.

2.2. Discussion and consideration of a resolution to establish the place of District Offices - Jackie Nostrom, City Recorder

Item 2.2 was discussed with Item 2.1.

Trustee Ohrn moved to approve Resolution No. R02-22 establishing District Offices. Trustee Shields seconded the motion.

The vote was recorded as follows:

Trustee Jared Henderson	<i>Aye</i>
Trustee Teddy Hodges	<i>Aye</i>
Trustee Sherrie Ohrn	<i>Aye</i>
Trustee Steve Shields	<i>Aye</i>
Chair Lorin Palmer	<i>Aye</i>

The motion passed unanimously.

2.3. Discussion and consideration of a resolution to establish the amount of bond for the faithful performance of the member's duties - Jackie Nostrom, City Recorder

Item 2.3 was discussed simultaneously with Item 2.1.

Trustee Hodges moved to approve Resolution No. R03-22 establishing the amount of bond for the faithful performance of the member's duties in the amount of \$10,000. Trustee Ohrn seconded the motion.

The vote was recorded as follows:

Trustee Jared Henderson	<i>Aye</i>
Trustee Teddy Hodges	<i>Aye</i>
Trustee Sherrie Ohrn	<i>Aye</i>
Trustee Steve Shields	<i>Aye</i>
Chair Lorin Palmer	<i>Aye</i>

The motion passed unanimously.

2.4. Discussion and consideration of a resolution adopting the Herriman City Fire Service Area policies and procedures - Jackie Nostrom, City Recorder

Item 2.4 was discussed simultaneously with Item 2.1.

Trustee Shields moved to approve Resolution No. R04-22 approving Board Meeting Policies and Procedures. Trustee Ohrn seconded the motion.

The vote was recorded as follows:

Trustee Jared Henderson	<i>Aye</i>
Trustee Teddy Hodges	<i>Aye</i>
Trustee Sherrie Ohrn	<i>Aye</i>
Trustee Steve Shields	<i>Aye</i>
Chair Lorin Palmer	<i>Aye</i>

The motion passed unanimously.

2.5. Discussion and consideration of a resolution approving an Interlocal Cooperative Agreement between Herriman City Fire Service Area and Herriman City - Jackie Nostrom, City Recorder

Item 2.5 was discussed simultaneously with Item 2.1.

Trustee Ohrn moved to approve Resolution No. R05-22 approving an Interlocal Cooperative Agreement between Herriman City and the Herriman City Fire Service Area. Trustee Hodges seconded the motion.

The vote was recorded as follows:

Trustee Jared Henderson	<i>Aye</i>
Trustee Teddy Hodges	<i>Aye</i>
Trustee Sherrie Ohrn	<i>Aye</i>
Trustee Steve Shields	<i>Aye</i>

Chair Lorin Palmer

Aye

The motion passed unanimously.

2.6. Discussion and consideration of a resolution adopting a formal seal for the Herriman City Fire Service Area - Jackie Nostrom, City Recorder

Item 2.6 was discussed simultaneously with Item 2.1.

Trustee Hodges moved to approve Resolution No. R06-22 adopting a Herriman City Fire Service Area Seal. Trustee Ohrn seconded the motion.

The vote was recorded as follows:

Trustee Jared Henderson

Aye

Trustee Teddy Hodges

Aye

Trustee Sherrie Ohrn

Aye

Trustee Steve Shields

Aye

Chair Lorin Palmer

Aye

The motion passed unanimously.

3. Adjournment

Trustee Shields moved to adjourn the Herriman City Fire Service Area meeting at 8:07 p.m. Trustee Hodges seconded the motion, and all voted aye.

I, Jackie Nostrom, City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on January 26, 2022. This document constitutes the official minutes for the Herriman City Fire Service Area Meeting.



Jackie Nostrom, MMC

City Recorder