

Salt Lake County Fleet Management Board Meeting

MINUTES #1

DATE:
MARCH 9, 2022

Time: 11:00 A.M.

Location:
Fleet Management Conference Room
7125 S 600 W
Midvale, UT 84047

Or email mterry@slco.org for a link to join the meeting electronically.

Salt Lake County Ordinance: [Salt Lake County Ordinance 2.40 – Fleet Management Board](#)
Salt Lake County Policy: [Salt Lake Countywide Policy 1350: Vehicle Policy](#)

MEETING CALLED BY	SCOTT BAIRD, CHAIR SALT LAKE COUNTY FLEET MANAGEMENT BOARD
TYPE OF MEETING	SALT LAKE COUNTY FLEET MANAGEMENT BOARD
MINUTES TAKEN BY	MIKE TERRY
FLEET BOARD CHAIRMAN	SCOTT BAIRD
FLEET BOARD VOTING MEMBERS	<p>DARRIN CASPER – MAYOR’S FISCAL STAFF REPRESENTATIVE DAVID DELQUADRO – COUNCIL STAFF REPRESENTATIVE RICHARD JAUSSEI – AUDITOR’S OFFICE REPRESENTATIVE KARI HUTH – SHERIFF’S OFFICE REPRESENTATIVE BRAD PARK – VEHICLE USING REPRESENTATIVE SCOTT BAIRD – VEHICLE USING REPRESENTATIVE, CHAIR STEVE SALTZGIVER – PUBLIC REPRESENTATIVE</p> <p>***ALTERNATES JILL MILLER – MAYOR’S FISCAL STAFF ALTERNATE MITCH PARK – COUNCIL STAFF ALTERNATE TBD – AUDITOR’S OFFICE ALTERNATE RICHARD MORSE – SHERIFF’S OFFICE ALTERNATE LISA VAN BUSKIRK – VEHICLE USING ALTERNATE MIKE SHEA – VEHICLE USING ALTERNATE</p>
EX OFFICIO, NON-VOTING MEMBER	JARED SMITH - RISK MANAGEMENT REPRESENTATIVE
FLEET STAFF	GREG NUZMAN EVAN HARRISON MIKE TERRY
GUESTS	

MEMBERS NOT IN ATTENDANCE

STEVE SALTZGIVER

AGENDA ITEM #1

WELCOME AND INTRODUCTIONS

SCOTT BAIRD

AGENDA ITEM #2

APPROVAL OF MINUTES FROM
DECEMBER 8, 2021

SCOTT BAIRD

ACTION ITEM

MOTION

DAVID DELQUADRO

SECOND

KARI HUTH

NOTES

SCOTT BAIRD ASKED IF THERE WAS A MOTION TO APPROVE THE MINUTES FROM THE DECEMBER 8, 2021, MEETING.

A MOTION WAS MADE BY DAVID DELQUADRO AND SECONDED BY KARI HUTH, TO APPROVE THE MINUTES WITH THE CORRECTIONS OF A COUPLE TYPOGRAPHICAL ERRORS. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #3

PARKS REQUEST TO UPGRADE UNIT NUMBER
24000 TO A FORD F-250 SUPER DUTY

PATRICK LEARY

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

BRAD PARK

NOTES

PATRICK LEARY INDICATED THE TOYOTA HIGHLANDERS WERE INITIALLY CHOSEN FOR THE RECREATION PROGRAM BUT WERE NOT NEEDED SO THEY ARE REQUESTING THAT THEY BE ALLOWED TO PURCHASE FORD F-250 TRUCKS INSTEAD TO USE IN THEIR PARKS OPERATIONS. THIS INCLUDES THIS AGENDA ITEM, AND AGENDA ITEM #4.

THE BOARD ASKED PATRICK WHY THE TRUCKS WERE NEEDED AND PATRICK CONFIRMED THAT THE TRUCKS WILL BE USED FOR HEAVY DUTY WORK AND PULLING TRAILERS. GREG NUZMAN ALSO CONFIRMED THAT THERE IS NO HYBRID OPTION IN THIS TYPE OF TRUCK. FLEET STAFF HAS CONFIRMED THAT NEW TRUCKS THAT ARE ORDERED NOW WILL STILL TAKE ABOUT A YEAR TO ARRIVE.

A MOTION WAS MADE BY DARRIN CASPER AND SECONDED BY BRAD PARK TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #4

PARKS REQUEST TO UPGRADE UNIT NUMBER
24013 TO A FORD F-250 SUPER DUTY

PATRICK LEARY

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

BRAD PARK

NOTES

A MOTION WAS MADE BY DARRIN CASPER AND SECONDED BY BRAD PARK TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #5**PARKS REQUEST FOR FIVE ADDITIONAL FORD SUPER DUTY F-350 TRUCKS WITH DUMP BEDS****PATRICK LEARY**

ACTION ITEM

MOTION**DAVID DELQUADRO****SECOND****DARRIN CASPER****NOTES**

EVAN HARRISON EXPLAINED THAT THESE TRUCKS WERE APPROVED IN THE 2022 BUDGET, AND THEY ARE DUMP BEDS SO THEY NEED TO BE THE LARGER F-350 MODEL. PATRICK LEARY EXPLAINED THAT THESE TRUCKS WILL BE USED FOR PARKS AND TRAIL MAINTENANCE.

A MOTION WAS MADE BY DAVID DELQUADRO AND SECONDED BY DARRIN CASPER TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #6**DISTRICT ATTORNEY REQUEST FOR TWO ADDITIONAL TOYOTA HIGHLANDER HYBRIDS****ELIZABETH BAYLER**

ACTION ITEM

MOTION**DARRIN CASPER****SECOND****DAVID DELQUADRO****NOTES**

ELIZABETH BAYLER EXPLAINED THAT THESE TWO VEHICLES ARE TO BE PAID USING ARPA FUNDING. THE TWO TIME-LIMITED EMPLOYEES WHO WILL DRIVE THEM HAVE BEEN APPROVED, BUT THE VEHICLES WERE NOT INCLUDED IN THEIR ORIGINAL ARPA REQUEST. SHE ALSO EXPLAINED THAT IF THE ARPA FUNDING IS NOT APPROVED, THE DISTRICT ATTORNEY'S OFFICE HAS FUNDING IN PLACE TO ABSORB THE COST OF THE VEHICLES.

DAVID DELQUADRO ASKED WHY THE HIGHLANDERS WERE NECESSARY AS OPPOSED TO THE RAV4 TOYOTAS AND ASKED WHAT IS THE DA'S OFFICE GOING TO DO IMMEDIATELY SINCE THE VEHICLES WILL NOT BE ARRIVING FOR A LONG TIME. ELIZABETH RESPONDED THAT THEY ARE LEASING A COUPLE EXTRA RAV4'S THAT WERE MADE AVAILABLE TO THEM UNTIL THE HIGHLANDERS ARRIVE. CHIEF TARVER INDICATED THE HIGHLANDERS ARE PREFERRABLE DUE TO THE NECESSARY LOCKBOXES FOR FIREARMS.

A MOTION WAS MADE BY DARRIN CASPER AND SECONDED BY DAVID DELQUADRO TO APPROVE THE REQUEST WITH THE STIPULATION THAT THE ARPA REQUEST WILL GO BACK TO COUNCIL FOR APPROVAL, AND WHEN THE TIME-LIMITED FTE'S ARE NO LONGER NEEDED THE ALLOCATED VEHICLES WILL BE SURPLUSSED AND THE DA'S VEHICLE ALLOCATION WILL BE REDUCED BY TWO. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #7

DISTRICT ATTORNEY REQUEST TO UPGRADE
UNIT NUMBER 41524 TO A TOYOTA
HIGHLANDER HYBRID

ELIZABETH BAYLER

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

KARI HUTH

NOTES

ELIZABETH BAYLER RESTATED THE DISTRICT ATTORNEY'S NEED FOR TOYOTA HIGHLANDERS INSTEAD OF TOYOTA RAV4S WHEN THE TIME COMES TO REPLACE THE VEHICLE. THERE ARE TWO VEHICLES, THIS ONE AND THE ONE DESCRIBED IN AGENDA ITEM #8.

A MOTION WAS MADE BY DARRIN CASPTER AND SECONDED BY KARI HUTH TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #8

DISTRICT ATTORNEY REQUEST TO UPGRADE
UNIT NUMBER 41526 TO A TOYOTA
HIGHLANDER HYBRID

ELIZABETH BAYLER

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

KARI HUTH

NOTES

A MOTION WAS MADE BY DARRIN CASPTER AND SECONDED BY KARI HUTH TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #9

SHERIFF REQUEST FOR ONE ADDITIONAL
TOYOTA CAMRY HYBRID

KARI HUTH

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

BRAD PARK

NOTES

KARI HUTH EXPLAINED THAT THIS IS VEHICLE REQUEST, AND THE NEXT AGENDA ITEM #10, ARE BOTH VEHICLES THAT HAVE BEEN APPROVED BY THE COUNCIL, BUT SHE MISSED GETTING THE PAPERWORK TO THE FLEET BOARD PREVIOUSLY. THE SHERIFF HAS BEEN APPROVED TO HIRE AN ADDITIIONAL LIEUTENANT AND A SERGEANT AND THEY WILL BE DRIVING THESE VEHICLES.

A MOTION WAS MADE BY DARRIN CASPER AND SECONDED BY BRAD PARK TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #10SHERIFF REQUEST FOR ONE ADDITIONAL
FORD POLICE INTERCEPTOR HYBRID

KARI HUTH

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

BRAD PARK

NOTES

A MOTION WAS MADE BY DARRIN CASPTE AND SECONDED BY BRAD PARK TO APPROVE THE REQUEST. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #11

MILEAGE REPORT FOR 2021

EVAN HARRISON

ACTION ITEM

MOTION

DAVID DELQUADRO

SECOND

DARRIN CASPER

NOTES

EVAN HARRISON PRESENTED A LIST OF MILEAGE REIMBURSEMENT REQUESTS FOR THE COUNTY SORTED BY DEPARTMENT, AND ALSO BY INDIVIDUAL EMPLOYEES. HE POINTED OUT ONE EMPLOYEE AT THE HEALTH DEPARTMENT THAT HAS BEEN REIMBURSED FOR 9,427 MILES AND \$5,300 IN 2021. EVAN INDICATED THAT THE SAME EMPLOYEE SHOWED UP AT THE TOP OF THE LIST IN PRIOR YEARS AS WELL.

SCOTT BAIRD STATED THAT OUR POLICY IS THAT IF AN EMPLOYEE IS GOING TO BE DRIVING OVER 6,000 MILES ON COUNTY BUSINESS, THE DEPARTMENT SHOULD BE PURCHASING A DEPARTMENT VEHICLE FOR THAT EMPLOYEE INSTEAD OF PAYING THE EMPLOYEE A MILEAGE REIMBURSEMENT.

EVAN HAS REACHED OUT TO THE HEALTH DEPARTMENT THE PAST COUPLE YEARS AND THEY ARE COMFORTABLE CONTINUING TO PAY THIS EMPLOYEE MILEAGE REIMBURSEMENT AND AREN'T WANTING TO PURCHASE A VEHICLE AT THIS TIME.

DARRIN CASPER ASKED EVAN FOR A COPY OF THE EMAIL THAT HE HAS SENT IN THE PAST, AND DARRIN WAS GOING TO REACH OUT TO THE HEALTH DEPARTMENT AGAIN TO REQUEST THEY PURCHASE A VEHICLE INSTEAD OF PAYING OUT EXCESSIVE MILEAGE REIMBURSEMENT.

A MOTION WAS MADE BY DAVID DELQUADRO AND SECONDED BY DARRIN CASPTE TO OFFICALLY SUPPORT DARRIN'S REQUEST TO THE HEALTH DEPARTMENT, AND TO STRONGLY ENCOURAGE THE HEALTH DEPARTMENT TO PURCHASE A VEHICLE FOR THIS EMPLOYEE. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #12

ARPA APPROVED VEHICLE DISCUSSION

BRAD PARK

ACTION ITEM

MOTION

DARRIN CASPER

SECOND

RICHARD JAUSSI

NOTES

BRAD PARK MENTIONED THAT THEY HAVE A FORD F-250 TRUCK APPROVED THROUGH ARPA FUNDING AND HE WOULD LIKE TO DISCUSS THE PROCESS OF GETTING THAT VEHICLE ORDERED.

EVAN HARRISON EXPLAINED THAT BRAD NEEDS TO GET WITH MIKE STUERTZEL AND GET THE FORMS FILLED OUT AND BRING THEM TO THE NEXT FLEET BOARD MEETING FOR APPROVAL.

A MOTION WAS MADE BY DARRIN CASPER AND SECONDED BY RICHARD JAUSSI TO APPROVE THE VEHICLE PURCHASE ABSENT THE PAPERWORK SO THAT THERE ISN'T A DELAY UNTIL THE NEXT FLEET BOARD MEETING IN GETTING THE VEHICLE ORDER STARTED. THE MOTION PASSED UNANIMOUSLY SHOWING THAT ALL BOARD MEMBERS PRESENT VOTED "AYE."

AGENDA ITEM #13

PROJECTED CAPTIAL MAINTENANCE LIST

EVAN HARRISON

NOTES

GREG NUZMAN AND EVAN HARRISON SHARED A LIST OF UPCOMING MAINTENANCE PROJECTS IN THEIR FIVE-YEAR PLAN. THE LIST INCLUDES ASPHALT REPAIR, A WELD SHOP CRANE, AND REPLAING THE TRUCK WASH AT THE LANDFILL.

INFORMATION ITEM ONLY, NO ACTION NEEDED.

AGENDA ITEM #14

DIRECTORS REPORT

GREG NUZMAN

NOTES

GREG GAVE AN UPDATE ON THE TELEMATICS SUBCOMMITTEE THAT HE HAS BEEN TASKED WITH ORGANIZING. HE HAS REACHED OUT TO THE STATE WHO HAVE BEEN WORKING ON ROI FOR TELEMATICS, HOWEVER THAT REPORT HASN'T BEEN APPROVED SO THEY AREN'T ABLE TO RELEASE THAT DATA TO US. GREG REALLY WANTS TO GET TELEMATICS DATA PUT TOGETHER BEFORE HAVING ANY FURTHER MEETINGS.

EVAN INDICATED THAT THE EXPECTATION IS THAT FUEL WILL CONTINUE TO RISE ANOTHER DOLLAR PER GALLON, WHICH IS GOING TO HIT DEPARTMENT BUDGETS, AND SHOULD BE ADDRESSED IN THE JUNE BUDGETS.

FLEET CONTINUES TO SEE A ONE YEAR WAITING PERIOD ON ORDERING VEHICLES, AND A YEAR AND A HALF ON CUSTOM VEHICLES. IN THE PAST IT'S TAKEN 60-90 DAYS TO GET VEHICLES.

GREG MENTIONED THAT THEY ARE LOOKING AT CLOSING DOWN THE MOTOR POOL DUE TO THE ONGOING COSTS OF VEHICLES THAT AREN'T BEING UTILIZED AND AREN'T ABLE TO RECOUP THE COST OF OWNERSHIP. EVAN ESTIMATED THERE ARE ABOUT SIX VEHICLES LEFT IN THE MOTOR POOL. THEY WILL HOLD ON TO A FEW SPECIALITY VEHICLES LIKE ADA VANS AND A PICKUP TRUCK, BUT THREE-FOURTHS OF THE MOTOR POOL HAS ALREADY BEEN SURPLUSSED.

NEXT FLEET BOARD MEETING DATE – WEDNESDAY, JUNE 8, 2022 @ 11:00 AM

ADJOURN – 12:00 PM

*****Minutes available via Fleet Management Division website <https://slco.org/fleet/> or by request to Division HR Coordinator, Mike Terry at (385) 468-0481.**