

**MINUTES**  
**UTAH STATE LPG BOARD**  
December 11, 2015

Approved

**BOARD MEMBERS PRESENT**

Richard Martin, Chair  
Don Adams, Vice Chair  
Amanda Clark-Cross  
Tracy Halladay  
Ellis Willson

**BOARD MEMBERS EXCUSED**

Karl Humphrey  
Les Whitney

**STATE FIRE MARSHAL'S OFFICE STAFF**

Coy Porter, SFM  
Ted Black, Chief Deputy  
Boyd Cook  
Kurt Nielsen  
Robert Erickson  
Jana DeMille

**STAFF EXCUSED**

Kevin Bolander, Assistant AG

**Item #1** The meeting was called to order at 10:00 a.m., with Chair Rich Martin presiding. Board Member Les Whitney was excused due to winter travel conditions. He also reminded the audience to sign the attendance roll.

**Item #2** Board Member Don Adams made motion to approve the minutes of the September 11, 2015 Board Meeting. Board Member Ellis Willson seconded the motion. All Board Members voted in favor. The September 11, 2015 Board Meeting Minutes were approved.

**Item #3** Deputy State Fire Marshal Kurt Nielsen reported to the Board concerning a propane rail car incident in Tooele County. On October 6, 2015, SFM office received a call notifying us of a propane railcar derailment. DSFM Nielsen went to investigate. Upon arrival he found no leaking from the three railcars involved. The railcars had been parked three miles from where they derailed. Sometime during the late hours of Oct 5 or early morning hours of Oct 6, the cars moved. It is unknown how fast they were travelling. When they hit a parked locomotive, they derailed. The Tooele Police Department is continuing the investigation.

**Item #4** Chief Deputy Ted Black presented an informational report to the Board concerning the Food Truck Industry. The food truck industry is growing throughout Utah and the SFMO has received inquiries about the requirements for these trucks. This prompted an extensive study in the Fire and LP Gas codes by the SFMO. In addition, we spoke with a State Legislator who is involved in this industry, another longtime member of the portable food industry, the Salt Lake County Health Department, as well reviewed all ordinances passed by municipalities regarding this industry. What our office came up with is a multiple page check list that can be used throughout the state. A copy of the checklist was given to Board Members.

There is a code reference for every item on this list, with the exception of the “Recommendations” on the last page. The majority of the recommendations came from the food-truck industry. This is being provided to the Board as questions may arise that you need to address. This information has gone out to the Fire Chiefs and Fire Marshals throughout the State, as well as SL County Health, and the State Department of Health. Board Member Tracy Halladay requested a copy of the checklist be e-mailed to Board Members. A copy of the checklist and letter is filed with the minutes.)

A member of the audience stated that at their business, they will deny filling a tank for a food truck operator if there are code violations. Many times that operator will leave their facility and go to another propane provider who will fill a tank despite the violations. Ted Black stated that as local authorities begin to use this checklist, the hope is incidents like this will lessen and eventually stop.

Chairman Martin asked who spearheads the licensing of these trucks. As it is like a restaurant, they must get a business license and health inspection. This was part of the group that raised some of the questions prompting this process. Our recommendation is that there be a fire clearance on each of these vehicles. That process will be up to the local jurisdictions.

DSFM Boyd Cook reminded everyone of the new Hazardous Materials labeling requirements. This applies directly to food trucks. Boyd quoted from the LP Gas magazine Nov 2015 issue.

“Catering trucks - Tanks that are affixed to catering and food trucks are clearly used in the course of regular job duties by employees who work in the truck. Ideally, the owner/operator of the truck would label any LP gas tanks that are used in the vehicle. However, this is one area that's easy to overlook as it's often viewed as equipment with little thought in regards to what the tank contains. For this reason, it is in the best interest of suppliers to label such tanks because their employees must also handle the tanks in the course of their job duties, leaving the suppliers at risk if tanks are not properly labeled.” (A copy of this article is filed with the meeting minutes)

**Item #5** DSFM Kurt Nielsen offered a reminder to industry members. When submitting a plan review to the SFM Office, they also need to check with the local AHJ. Different cities and counties may have their own requirements in addition to State requirements. If the industry will check with the locals, much time and money can be saved for them later. More local agencies are becoming pro-active in LP Gas process.

**Item #6** State Fire Marshal Coy Porter recognized Chairman Rich Martin. Rich is moving out-of-state and will be vacating his seat on the Board. We appreciate his service not only to the Board, but also to the citizens of Utah and the propane industry. We wish him well in his future endeavors.

**Item #7** – No old business. **Item #8** – No new business from the Board or the audience.

**Item #9** – Next meeting will be held on Friday, March 11, 2016, at 10:00 a.m.

Tracy Halliday made motion to adjourn this meeting. Don Adams seconded. All voted in favor and the meeting was adjourned.