

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on January 19, 2016

City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT WORK SESSION

Mayor Mark C. Allen

Council Member Scott Monsen

Council Member Blair Brown

Council Member Robert Jensen

Council Member Scott Barker

Council Member Val Shupe - excused

Public Works Director Steve Harris

Finance Director Shari' Garrett

City Manager Tom Hanson

City Recorder Amy Rodriguez

Others Present

Chris Wilkinson

1. WORK SESSION

5:00 P.M.

Topics to include, but are not limited to: Discussion of the Water Conservation Plan, Landscaping Contract, and Victory Park Restroom Design

Victory Park Restroom Design: Hanson explained that the bids for the restroom have been opened. The City will be applying for RAMP grants to make up the City's match on the CDBG funds. Harris stated that the lowest bidder was Kevin Nelson Construction at \$155,590. Nelson is also the contractor on the bowery construction. Harris explained the plans and layout of the building. Harris stated that it will be painted cinderblock. He stated that the park is very popular with families in the area. Harris stated that there will be power in the bowery. Harris stated that the parks close at 10:00 p.m. and the Sheriff's Office will check to make sure the restroom is locked.

Landscaping Contract: Harris stated that Chris Wilkinson has taken care of the grounds for many years. Harris explained the proposal that was given to him by Wilkinson. Harris explained the process for the new contract, stating that costs and provisions were reviewed. Harris stated that the contract is not finalized as of yet because he was waiting on provision approval from Council tonight. Harris stated that the current contract has around a 2 percent increase each year. Harris stated that instead of an automatic yearly increase, any increases in the contract will follow the Western region CPI, not to exceed 3 percent. Harris stated that there will be an increase in the starting pay of around 18 percent to cover costs and employee cost. Harris stated that the contract was compared to other comparable contracts and also other proposals. Council Member Brown asked Wilkinson to justify the \$21000.00 increase. Wilkinson stated that he knew he would have to increase his bid to stay in business in the City. He stated that he does a lot of the work himself, rather than hiring out services. He stated that he had to increase the cost to cover a few more employees and feels that he needed to increase his price to cover other costs. Wilkinson stated

48 that when the contract was bid 8 years ago, his company came in \$30,000 lower than the next bidder.
49 Mayor Allen stated that he has worked with Wilkinson for years and noted that Wilkinson takes care of
50 even the small issues, like a broken sprinkler head, and does not charge the City. Harris stated that
51 another firm bid at \$139,000, but had a list of various add-ons that would be charged separately. Harris
52 noted that these types of add-ons are covered by Wilkinson at no cost. Wilkinson stated that he would
53 consider any upgrades as add-ons (tree replacement, flower bed replacement). Council Member Brown
54 stated that he feels that Wilkinson does a great job and feels that in this case the increase amount is
55 warranted. Council Member Jensen agreed, stating that he feels that the City is lucky to have Wilkinson
56 and appreciates his work. Council Member Monsen stated that he is happy with the service; however, he
57 asked if there are other firms that the City could talk to for a lower price.
58

59 **Water Management Plan:** Harris explained that the adoption of the Water Conservation Plan is required
60 by state law. Harris stated that the plan has been reviewed by Hanson and changes have been made to
61 reflect what is happening in the City. Harris highlighted the water supply plan and water rights. He stated
62 that the Plan specifies what the City is planning to do to conserve water. He stated that the Plan will be
63 reviewed by the water board. Harris stated that the City has gone above and beyond many of the goals
64 stated in the 2010 Plan. Harris stated that the new plan will follow the 2010 plan goals. Harris stated that
65 a new goal will be to replace a broken water line on 5150 South. Council Member Brown asked how
66 much water we are losing through leaks. Harris stated that the City reviews the water that is coming into
67 the City. It is compared to the amount that is being billed out to the residents. He stated that the
68 difference is part of the loss to the City. Harris stated that the changes to be made will close up the losses.
69 Harris stated that it has been found that the City does not have any major leaks. This has been found
70 through water modeling. Mayor Allen stated that the Plan is very interesting and spent an hour with
71 Harris about some of the goals of the Plan. Council Member Jensen stated that it seems that this issue has
72 come up at every ULCT conference. Harris stated that the state is continuing to grow in population, and
73 water will be the limiting factor. Harris stated that the state will be continuing to pressure cities to
74 conserve. Harris stated that the goals in the Plan are just that: goals. His understanding is that if it is not
75 accomplished, there are no penalties. The state would like to see cities progressing towards conservation.
76

77 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

78 Mayor Mark C. Allen
79 Council Member Scott Monsen
80 Council Member Blair Brown
81 Council Member Robert Jensen
82 Council Member Scott Barker
83 Council Member Val Shupe - excused
84 Public Works Director Steve Harris
85 City Manager Tom Hanson
86 Fire Department Chief Kasey Bush
87 City Recorder Amy Rodriguez
88 Lt. Jason Talbot, Weber County Sheriff Office
89

90 **Others Present**

91 Charles and Reba Allen, Brian Binnion, Lewis Cooper, Reley Midgley, Tom Cloward, George Garcia,
92 Katee Hughes, Amanda Memmott, Ben Hayes, Dani Baur, Heather Crofts, Bob Seaver, Abby Nichols,
93 Chris Earrot, Bodnicren, Abbey Daniels, Tanner Heaton, Bailey Premb, Lukas Fisher, Sesni Tardan
94
95

6:00 P.M.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. WELCOME

5. CONSENT ITEMS

5.1 APPROVAL OF AGENDA

Item 9.8 has been deleted from the agenda.

5.2 APPROVAL OF JANUARY 5, 2016 MEETING MINUTES

Items 5.1 and 5.2 approved by general consent.

6. SPECIAL ORDER

6.1 PUBLIC HEARING: A PUBLIC HEARING TO HEAR COMMENT ON THE ADOPTION OF A WATER CONSERVATION PLAN

Harris explained that the Water Conservation Plan is a requirement from the state. He stated that the Plan includes a summary as to where the water comes from for the City and if it will be adequate for the City. Harris stated that the City has already decreased water consumption. Harris stated that the Plan outlines what the City is doing to conserve water. He stated that the City has exceeded almost all the goals set in the last five year Plan. Harris stated that new goals consist of replacing a water line with a leak, find other leaks, and manage water as efficiently as possible. Harris explained the AMI system, noting that it requires that all the meters have a transmitting radio so that Public Works can drive around the City and collect data, without having to open meters by hand and manually read water usage. Harris stated that homes with unusual high usage are normally contacted to alert the resident of possible leaks. Council Member Jensen suggested using the monthly newsletter to inform residents of water issues and explain why water usage is high and possible remedies.

Mayor Allen opened the public hearing at 6:15 p.m.

There were no citizen comments.

Mayor Allen closed the meeting at 6:16 p.m.

7. CITIZEN COMMENTS

There were no citizen comments.

8. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN COMMENTS

Due to lack of citizen comments in item 7, item 8 is unnecessary.

9. NEW BUSINESS

9.1 MOTION/RESOLUTION 16-01: ADOPTION OF THE WATER CONSERVATION PLAN

Motion by Council Member Jensen
Seconded by Council Member Barker
To approve Resolution 16-01
To adopt the Water Conservation Plan
Approved unanimously (4-0)

143 **Roll Call Vote**

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145
146 **9.2 PRESENTATION: SHOP WITH A COP (SHOP WITH A HERO)**

147 School Resource Officer Chad Allen presented the Program to Council. He explained that the Program
148 would fail without the Bonneville Student Program support. He presented a video highlighting the “Shop
149 with a Hero Program”, where under privileged children in the community can shop with law enforcement
150 around Christmas time. Officer Allen stated that he would like the Council to know what the students are
151 doing in the Community. Officer Allen stated that each child receives a gift card to buy whatever they
152 would like at the local Walmart. The Bonneville High School student body wrap the gifts and also raise
153 money for the Program. Officer Allen stated that the school raises between \$10,000 to \$12,000 in
154 donations. Mayor Allen commented that the kids involved will remember this for the rest of their lives
155 and appreciates the work that the student body has put into the Program. Council Member Monsen stated
156 that it is very touching to see the “best of the best” in the student body. Lt. Talbot wanted to Council to
157 know how impressed he is by the kids. The kids introduced themselves and received thanks from Council
158 and the audience.

159
160 **9.3 MOTION: CONTRACT APPROVAL FOR CITY LANDSCAPING SERVICES**

161 Hanson stated that the contract can be bundled together for formal approval at the next meeting.
162 Council Member Monsen stated that he is ready to approve tonight based on staff reports and
163 Meeting work session.

164 **Motion by Council Member Monsen**

165 **Seconded by Council Member Brown**

166 **To approve the contract for City Landscaping Services and**

167 **Let staff proceed once the final contract is completed**

168 **Approved unanimously (4-0)**

169
170 **9.4 PRESENTATION: WEBER MORGAN HEALTH DEPARTMENT**

171 Brian Bennion presented to Council, stating that there are 13 Health Departments in the state. He
172 explained that Public Health matters all of the time. He stated that Public Health entails clean water,
173 smoke free buildings, seat belts and no texting laws, immunizations, restaurant inspections, safer work
174 places, among other programs. Bennion stated that the average life expectancy in Utah is around 80.3
175 years. He stated that there are challenges, but overall the community is healthy. He stated that the
176 Department is working to improve health in the Community.

177 Lewis Cooper stated that the Department will be happy to speak to Council about any questions that they
178 have concerning Programs in the community. He stated that the Division would like to regulate less and
179 educate more and asked Council for any suggestions on outreach.

180 Council Member Monsen asked what the government is doing to solve the problems other than blaming
181 the citizens. He stated that he believes that the government could be doing more to decrease car idling as
182 well as other issues. Cooper stated that the Department is hearing from legislatures that personal
183 responsibility is the key to the problems, but he will bring up the suggestions concerning UDOT at his
184 next meeting.

185
186 **9.5 PRESENTATION: FIRE DEPARTMENT QUARTERLY REPORT**

187 Chief Bush presented the report to Council noting that fire calls are down from last year at this time. He
188 noted medical has risen. Chief Bush stated that the Department has completed pumper and aerial
189 training. He stated that he is working with the county to send several Council Members and staff to
190 FEMA training for a county wide exercise. Bush stated that he is working on an emergency mitigation

191 grant to receive funding for the new public works building.
192
193

194 **9.6 MOTION: APPROVAL OF CITY CONTRIBUTION AMOUNT FOR COMMUNITY**
195 **DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION**

196 Chief Bush stated that the City is looking to replace 13 SCBA (Self Contained Breathing Apparatus)
197 packs, a charging/refill station , and a thermal imaging camera. The City will be applying for emergency
198 equipment funding through CDBG. Bush stated that the City match for the funding will be around
199 \$60,000. Staff is looking for a commitment from Council to authorize the grant amount. Council Member
200 Monsen stated that he is in favor of authorizing the commitment of funds. Bush noted that the SCBA is
201 used in every fire. Hanson noted that the funds is not available in the budget as of now, but staff is
202 confident that the funds can be found.
203

204 **Motion by Council Member Monsen**
205 **Seconded by Council Member Brown**
206 **To approve the matching funds for the CDBG application**
207 **Approved unanimously (4-0)**
208

209 **9.7 PRESENTATION: SHERIFF'S OFFICE MONTHLY REPORT**

210 Lt Talbot presented to Council, highlighting closed cases and open investigations. Lt. Talbot stated that
211 call volume was high in December, noting that many calls may be from accidents due to snow. Lt.
212 Talbot stated that he will resume daily pass-alongs to Mayor and Council. Lt. Talbot stated that there is a
213 lot of discussion in the state concerning weapons charges and parole.
214

215 **9.8 MOTION: CONTRACT APPROVAL FOR CITY JANITORIAL SERVICES**

216 Item has been deleted from the agenda.
217

218 **9.9 MOTION: APPROVAL OF THE PORTABLE ELECTRONIC DEVICES POLICY**
219 **FOR ELECTED OFFICIALS**

220 Hanson stated that the policy states that the Council can receive a new portable device every four years or
221 when needed and the device will remain with the Council Member after their 4 year term. He stated that
222 the based the policy on previous Council discussions.
223

224 **Motion by Council Member Jensen**
225 **Seconded by Council Member Monsen**
226 **To approve the Portable Electronic Devices Policy**
227 **For elected officials as presented**
228 **Approved unanimously (4-0)**
229
230

231 **10. COUNCIL COMMUNICATION WITH STAFF**

232 * Council Member Monsen stated that he received a call from Bob Garside concerning trash cans on the
233 curb for more than 24 hours before or after pick up. Council Member Monsen stated that he has noticed
234 many cans out on the curb in violation of the ordinance. He suggested that the city could make up notices
235 as a reminder of the ordinance to put on the cans.
236

237 * Mayor Allen stated that he has had discussions with Hanson on laws that are considered little and if
238 they are still needed. He stated that the laws are important to stay on the books because little rules can

239 turn into big issues if not enforced. Hanson stated that he has spoken to Monroe on the issues, but noted
240 that there is only one code inspector. He will speak with Monroe about the issue. Lt Talbot stated that he
241 would be happy to help with enforcement.
242

243 **11. ADMINISTRATION REPORTS**

244 Hanson stated that he would be happy to do a ride along tour with Council.
245

246 **12. UPCOMING EVENTS**

247 January 28th: Planning Commission Meeting 6:00 p.m.- Cancelled

248 February 2nd : City Council Meeting 6:00 p.m.

249 February 15th: City Offices closed for President's day

250 February 16th: City Council Meeting 6:00 p.m.
251

252 **13. MOTION: ADJOURN INTO CLOSED SESSION**

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254 **Motion by Council Member Barker**
255 **Seconded by Council Member Jensen**
256 **To adjourn into closed session**
257 **Approved unanimously (4-0)**
258 **Roll Call Vote**
259 **Time: 7:50 p.m.**
260

261 Council Adjourned into closed session to discuss:

- 262 ○ Discussion regarding deployment of security personnel, devices, or systems
263

264 **14. ADJOURN THE MEETING: MAYOR ALLEN**

265 Mayor Allen adjourned the closed session and regular meeting at 8:16 p.m.
266
267

268 _____
269 **Date Approved**

City Recorder