

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on March 17, 2015

City Hall, 5249 South 400 East, Washington Terrace City,

County of Weber, State of

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT AT TERRACE DAYS PLANNING MEETING

Mayor Mark C. Allen

Council Member Mary Johnston – excused

Council Member Blair Brown

Council Member Robert Jensen- excused

Council Member Scott Monsen – arrived at 5:28 p.m.

Council Member Val Shupe

City Recorder Amy Rodriguez

City Manager Tom Hanson

Recreation Director Aaron Solomon

Public Works Foreman Denzil Remington

Public Works Director Steve Harris

1. TERRACE DAYS PLANNING MEETING

Solomon stated that this is the first meeting for Terrace Days discussion and asked for input from the Mayor and Council.

Council Member Brown asked if the new fire truck can be driven with part of the ladder extended. This was unclear at this meeting, but Council Member Brown suggested having the fully extended truck set up at Terrace Days and a possible presentation of the features of the truck.

Hanson asked if the Coke trailer will be used to sell drinks. Solomon said that it would be. Mayor Allen stated that carmel corn may possibly be sold.

Solomon listed the events that he has scheduled. They included the reptile exhibit, Watermelon derby, baseball championship, Mad Prize Dash, and Dog Race. The band is still undetermined at this time.

Solomon stated that there was little to no interest in the car show last year. Council Member Shupe stated that there might be more interest in the car show if the event was opened up to anyone, and not just Washington Terrace residents. He also suggested having a judging committee and Mayor and Council trophies. Hanson suggested that any applicants can ride early in the parade and be able to be set up their location, cautioning that we will have to be careful as to where they are set up. Solomon stated that the car show would need to be assigned to someone because he will not be able to run that event along with other events. Council Member Shupe stated that the owners want to put the cars on display. He suggested roping off a section of the lower parking lot so that they can drive out at any time and create space for those who come later to view the fireworks. Mayor Allen stated that the cars can be judged before the parade and then they can display their trophies in front of their cars at the park. Hanson stated that a moving car show is another option. Solomon stated that he has the bike parade scheduled for 4:30 p.m. before the parade.

Mayor and Council discussed Grand Marshall candidates.

Solomon stated that a movie in the park is scheduled, however, the movie will be chosen closer to the event. Mayor Allen stated that the movie may be sponsored by the Lion's Club, as it was last year. He will speak with them and find out. Council suggested that other events should look for sponsors as well.

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

50 Mayor Mark C. Allen
51 Council Member Mary Johnston
52 Council Member Blair Brown
53 Council Member Robert Jensen
54 Council Member Scott Monsen
55 Council Member Val Shupe
56 City Recorder Amy Rodriguez
57 City Manager Tom Hanson
58 Fire Chief Kasey Bush
59 Public Works Director Steve Harris
60 Lt. Jason Talbot, Weber County Sheriff Office

61
62 **OTHERS PRESENT**

63 Charles and Reba Allen, Del Kraima,

64
65 **2. ROLL CALL**

6:00 p.m.

66
67 **3. PLEDGE OF ALLEGIANCE**

68
69 **4. WELCOME**

70
71 **5. CONSENT ITEMS**

72
73 **5.1 APPROVAL OF AGENDA**

74 **5.2 APPROVAL OF MARCH 3, 2015, MEETING MINUTES**

75 Items 5.1 and 5.2 were approved by general consent.

76
77 **6. SPECIAL ORDER**

78 Special orders will proceed as follows: Chair introduction of item, staff/applicant presentation, questions by Council, Chair
79 opens public hearing, citizen input; Chair closes public hearing, then Council final discussion.

80 **6.1 PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**
81 **SECOND PUBLIC HEARING TO HEAR CITIZEN INPUT CONCERNING PROJECTS**
82 **THAT WERE AWARDED UNDER THE 2015 COMMUNITY DEVELOPMENT BLOCK**
83 **GRANT PROGRAM**

84
85 **Community Development Block Grant Public Hearing**

86 Mayor Allen opened the second public hearing for the CDBG program at 6:13 p.m. Mayor Allen
87 stated that this hearing was called to allow all citizens to provide input concerning the projects
88 that were awarded under the 2015 Community Development Grant Block Program. The city has
89 amended its capital investment plan and decided to apply for funds on behalf of the Water Tank
90 Seismic Upgrade Project located at 5600 S. Adams Ave. and Victory Park Restroom and Bowery
91 Project located at 475 E 4400 S. The Mayor introduced Amy Rodriguez from the Water Tank
92 Seismic Upgrade Project and Victory Park Restroom and Bowery Project. The Mayor explained
93 the application was successful in the regional rating and ranking process and the Water Tank
94 Seismic Upgrade Project was awarded \$100,487.00. He also stated that the Victory Park
95 Restroom and Bowery Project was awarded \$138,833.00 . The Mayor explained the project to

96 those in attendance. The Mayor then asked for any comments, questions, and concerns from the
97 audience.

98 There were no citizen comments or questions.

99 The Mayor stated that copies of the capital investment plan are available if anyone would like a
100 copy.

101 Council Member Shupe asked how the restrooms will be controlled to minimize damage, stating
102 that there is a big investment with them. Hanson stated that many of the products will be stainless
103 steel and more damage proofed. He stated that the main purpose is to have the restrooms open for
104 families to use during the day. The challenge may be problems at night and staff will need to
105 research. Council Member Shupe stated that this restroom can be controlled by locking the
106 restrooms at night. Council Member Brown suggested that signage may help in deterring
107 vandalism. Council Member Johnston stated that there is a park curfew and law enforcement can
108 check on the parks. Mayor Allen suggested that volunteers could possibly be used.

109 Lt. Talbot suggested that the Sheriff's office could check on the area and lock the restrooms at
110 night. Council agreed that would be a great solution.

111 Council Member Monsen asked if there is a match on the projects. Hanson stated that the city will
112 match 38.5 percent of the match.

113 There were no more comments and the hearing was adjourned at 6:14 p.m.

114 115 **7. CITIZEN COMMENTS**

116 There were no citizen comments.

117 118 **8. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN** 119 **COMMENTS**

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

121 122 **9. NEW BUSINESS**

123 **9.1 PRESENTATION: SHERIFF'S OFFICE MONTHLY REPORT**

124 Lt. Talbot addressed Council concerning manpower in the City this past month. He stated that there were
125 two arrests on the skateboarders that were discussed in the last meeting. Lt. Talbot stated that an arrest
126 was made in Washington Terrace after a homicide in another city. Lt. Talbot stated that there were high
127 numbers with the medical assists and he has instructed his deputies to monitor those calls.

128 Lt. Talbot stated that dispatch calls were higher last month than they have been in 4 years. He noted that
129 the citations were down this month, due to high priority manpower hours that take deputies away from
130 traffic control.

131 Lt. Talbot stated that the Sheriff's Office has purchased body cams and are awaiting policy concerning
132 the equipment. He stated that command staff will not have body cams, but all patrol and front line staff
133 will have the equipment on at all times.

134 Mayor Allen asked if the Sheriff's Office had an App that could be accessed. Lt. Talbot stated that there
135 is a website that is similar, but at this time, he is unaware of an App.

136 Council Member Brown wanted to publicly thank Lt. Talbot and his deputies on behalf of his family.

137 138 **9.2 MOTION/ PROCLAMATION 15-01: NATIONAL SERVICE RECOGNITION DAY**

139 Mayor Allen read the Proclamation recognizing volunteer efforts in the community.

140
141 **Motion by Council Member Monsen**
142 **Seconded by Council Member Jensen**

143 **To approve the Proclamation**

144 **Proclaiming April 7, 2015 as National Service Recognition Day**

145 **Approved unanimously (5-0)**
146 **Roll Call Vote**
147

148 **9.3 MOTION/RESOLUTION15-03: A RESOLUTION APPROVING THE INTERLOCAL**
149 **AGREEMENT WITH HILL AIR FORCE BASE FOR MUTUAL FIRE AID**
150 **PROTECTION**
151

152 Chief Bush stated that this mutual aid agreement with Hill AFB is renewed every 5 years. He stated that
153 it is for Hazmat, as well as use of their explosives team if needed.
154

155 **Motion by Council Member Shupe**
156 **Seconded by Council Member Johnston**
157 **To approve Resolution 15-03 Approving the**
158 **Interlocal Agreement with Hill Air Force Base for**
159 **Mutual Fire Aid**
160 **Approved unanimously (5-0)**
161 **Roll Call Vote**
162

163 **9.4 DISCUSSION/ACTION: CONCEPT PLANS AND PRELIMINARY COSTS FOR**
164 **PUBLIC WORK SHOPS FACILITY**

165 Hanson explained that the Public Works Shop has been evaluated in an effort to serve and protect the
166 residents on a daily basis as well as emergencies. It was found that the Public Works shop would not
167 survive an earthquake in its current location, thus hindering the city's efforts in helping residents in need.
168 Harris and Remington have scouted locations and concept plans on a new Public Works shop. Hanson
169 stated that there is a concern that the City may not be able to respond to help the residents if there is a
170 seismic event. The Mayor clarified that the plans are just general and preliminary at this time. Harris
171 stated that he and Remington have a first cut of plans of a facility that would benefit the City for many
172 years and allow the Public Works shop to be more efficient in a safer environment that it is in at this
173 time.

174 Harris stated that the area chosen is in a safe location with three sides of fencing. Hanson stated that staff
175 is researching the option for land acquisition and researching CDBG help with land acquisition for this
176 type of project.

177 Hanson stated that he is looking towards Council for approval to move forward with this project. Mayor
178 Allen stated that he likes the location and set up of the potential Shops and noted that the plan allows for
179 growth. Harris stated that there are plans for a storm water detention area. Council Member Shupe agreed
180 that this project is needed and stated that funding options must be a top priority. Council Member Jensen
181 stated that he appreciates the forward thinking on these projects and agrees that staff should move ahead
182 on the project once funding options are found. Hanson stated that staff is carefully weighing funding
183 options. Council Member Monsen stated that his concern is that 2 or 3 years is too long to wait for a new
184 Shop. He would like to have staff actively search for funding options and start the project sooner rather
185 than later. Harris stated that the cost estimate is around 3.5 million dollars, and depending on the value of
186 the land, may rise to a total cost of 5.5 million. Hanson stated that the landowner has been approached.
187 Council Member Brown stated that the property should be secured first and then the timetable can be set.
188 Harris stated that the site would be around 5 acres. Hanson stated that if Council agrees to move ahead,
189 he would like to plan open houses for the public and answer any questions. The Mayor and Council
190 agreed to move forward with the planning of the project.
191
192

193 **9.5 DISCUSSION/MOTION: APPROVAL TO AWARD CONTRACT FOR THE 2015**

194 **ROAD MAINTENANCE PROJECT**

195 Hanson stated that part of this contract will be funded with B& C Road funds, City General Fund, and
196 part will be covered in the RDA meeting. Hanson stated that the bids will be opened March 24, 2015.
197 Hanson stated that staff is asking Council to allow staff to open bids, and award the contract to a
198 contractor within a 1.2 million dollar ceiling and work with the contractor to come within budget. Hanson
199 stated that this request is based on timing of City Council meetings and the bid process.
200 Harris provided maps that detailed roads that need crack sealing and a summary of different treatments
201 and requirements needed to maintain different roads. Harris stated that the chosen contractor will need to
202 schedule all the different treatments. He stated that there will be one contractor, with several
203 subcontractors. There are three funding sources, State Road Tax, City General Fund, and RDA funds to
204 be used on roads in the RDA area. He stated that because staff is unsure how bidding and pricing will go,
205 staff is asking for 1.2 million. If the bids are high, the City will award the project so that it could begin
206 and then cut out roads to make it work within the allotted budget amount.
207 Hanson stated that the amount is out of his spending limit so he needs the council to approve to move
208 forward to the contract for that amount.

209 **Motion by Council Member Shupe**
210 **Seconded by Council Member Johnston**
211 **To award the contract for the 2015 Road Maintenance Project**
212 **With a ceiling of 1.2 million dollars**
213 **Approved unanimously (5-0)**
214

215 **9.6 MOTION: APPROVAL TO INCREASE CONTRACT AMOUNT FOR ADAMS**
216 **AVENUE CONSTRUCTION PROJECT ENGINEERING**

217 Harris stated that it has taken more time to complete the Project and staff is asking to increase the
218 contract \$165,000 to be able to finish the Project. Harris stated that the contract belongs to UDOT;
219 however, the City is a key component in the process. The contract will need to be extended by a month
220 and a half, stating that some of the reasons for the extension are piping and extra material testing. He
221 stated that Council approved the contract for \$440,000, although it came in at \$294,000. This change will
222 be roughly 4.25 percent over the original amount approved. Harris stated that the City pays 6.667
223 percent, which is an \$11,200 increase cost.
224 Council Member Monsen stated that the road needs to be finished and made the motion to increase the
225 contract amount.

226 **Motion by Council Member Monsen**
227 **Seconded by Council Member Johnston**
228 **To increase the contract amount for**
229 **The Adams Avenue Construction Project Engineering**
230 **Approved unanimously (5-0)**
231

232 **9.7 MOTION: CHANGE OF APRIL 2015 MEETING SCHEDULE**

233 Rodriguez stated that the Mayor, Council, and City Manager will be in St. George for the Utah League of
234 Cities and Town Mid-Year Conference and suggested cancelling the April 7, 2015 meeting.

235 **Motion by Council Member Jensen**
236 **Seconded by Council Member Monsen**
237 **To change the April 2015 Meeting Schedule to**
238 **Cancel the April 7, 2015 meeting**
239 **Approved unanimously (5-0)**
240

241 **9.8 DISCUSSION/ACTION: VOTING PLATFORM FOR 2015 MUNICIPAL ELECTION**

242 Hanson stated that the County presented on voting options at the last meeting. Rodriguez stated that it

243 ppeared to her that the Council was leaning towards the hybrid voting option, where ballots would be
244 mailed to residents and there would be several options available for drop off of the ballots, as well as a
245 limited polling place at City Hall. She stated that the county is compiling an interlocal contract and will
246 need to know by the end of the month which type of election we would like to hold. Council Member
247 Shupe stated the he liked the hybrid approach to see how it works out. Mayor Allen stated that he likes
248 traditional voting, but feels like the time for this type of voting is coming. Council Member Johnston
249 noted that past voter turnout has not been that high and this would be a great transition to move forward.
250 Council Member Monsen agreed that the City should move forward with this now. Rodriguez clarified
251 that there would be a polling location manned by herself and her Deputy at City Hall for those who
252 would like to vote traditionally at City Hall using paper ballots.

253 **Motion by Council Member Johnston**
254 **Seconded by Council Member Shupe to**
255 **Use the hybrid version for the 2015 Municipal Election**
256 **Approved unanimously (5-0)**
257

258 **10. COUNCIL COMMUNICATION WITH STAFF**

259 * Council Member Shupe stated that he is concerned with the annexation decision at South Ogden’s
260 Planning Commission meeting. He would like staff to investigate incentives in regards to Mr. Stephens’s
261 property as to whether we can annex the property now and incur the tax increases that he may incur until
262 the property is developed. He stated that the City needs to be proactive with this effort, cautioning that he
263 feels that South Ogden will not give up on the option of annexing the property. Council Member Shupe
264 stated that the City needs to stay on top of things that may be happening behind the scenes.

265 * Mayor Allen stated that the South Ogden Planning Commission decided not to pursue the
266 annexation, but cautioned that the City Council may not heed their recommendation and the issue may
267 not be over.

268 *Mayor Allen stated that there is a sewer tour on Friday, March 27th.

270 **11. ADMINISTRATION REPORTS**

271 Hanson stated that he attended a Utah Economic meeting this morning and stated that Hill AFB is critical
272 to this area mainly because over 50 percent of the workforce live in our communities.

273 Hanson stated that he received a request from the Animal Shelter to increase the budget for the Director
274 salary. Hanson stated that it has been suggested to take the request to WACOG and the cities Mayors.

275 Hanson stated that he appreciates the efforts that Steve Harris has put into his projects.
276

277 **12. UPCOMING EVENTS**

278 April 7th: Council Meeting (tentatively cancelled)

279 April 8th- 10th ULCT Mid-Year Conference to be held in St. George

280 April 21st: Work Session 5:00 p.m.

281 April 21st: Council Meeting 6:00 p.m.
282

283 **13. ADJOURN THE MEETING: MAYOR ALLEN**

284 Mayor Allen adjourned the meeting at 7: 35 p.m.
285

286 **14. RDA MEETING (Immediately following regular session)**
287
288
289

290 _____
Date Approved

290 _____
City Recorder