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City of Washington Terrace

Minutes of a Regular City Council meeting
Held on November 20, 2018
City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

- Mayor Mark C. Allen
- Council Member Scott Monsen
- Council Member Blair Brown – arrived at 6:43 p.m.
- Council Member Larry Weir
- Council Member Scott Barker
- Council Member Jeff West
- City Manager Tom Hanson
- Public Works Director Steve Harris
- City Recorder Amy Rodriguez
- Lt. Jeff Pledger, Weber County Sheriff

Others present

Charles and Reba Allen, Ulis Gardiner

1. ROLL CALL 6:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. WELCOME

4. CONSENT ITEMS

4.1 APPROVAL OF AGENDA

4.2 APPROVAL OF NOVEMBER 6, 2018, MEETING MINUTES

Items 4.1 and 4.2 were approved by General Consent.

5. CITIZEN COMMENTS

There were no citizen comments.

6. COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN COMMENTS

Due to lack of citizen comments, item 5 is unnecessary.

7. NEW BUSINESS

7.1 DISCUSSION/MOTION: TO APPROVE THE USE OF INVESTMENT EARNINGS AND REMAINING CONSTRUCTION FUNDS FROM THE NEW PUBLIC WORKS FACILITY

Hanson stated that the Shop Project has been completed and there is a remaining balance is \$117,105, which needs to be assigned. The earnings balance is \$88992.00. This balance is the interest earned during

49 the construction process.
50 Hanson stated that there are items that are still needed to be done to complete the project. These include
51 Sewer Impact Fees, Way Bay cat walk, Vehicle Hoist, Personnel Boom lift, as well as the demolition of
52 the old shop. These total \$97,000, leaving a remaining balance of \$109,027. Hanson proposed that the
53 balance be used for the new parking lot and road project at the old public works facility. He stated that he
54 would like to bundle this with a RAMP project to complete the Park Project. He stated that the balance
55 could be used as matching funds for the upper part of the Park Project. Hanson stated that this would
56 bring a higher use level. He stated that he has spoken to Legal to make sure that we are able to use the
57 funds on the reconstruction of the parking lot. He stated that it is legal because it is restoring the old shop
58 area to create something new.
59 Council Member Monsen stated that he remembers that these items were taken out of the initial proposal
60 to save money. He stated that it is good that we are able to put them back into the project without going
61 over budget.
62 Hanson stated that the demolition will remove everything at the old shop area and will remove any
63 hazards.
64 Mayor Allen asked if we normally pay sewer impact fees on our own buildings. Hanson stated that we do
65 because we are impacting the district so we would pay the district sewer impact fee. We do not pay roads,
66 parks, or storm water impact fees.
67 Hanson noted that the salvage has been completed, and the demolition will have someone take down the
68 foundations and haul the debris away.
69 Council Member Monsen noted that the numbers may shift.

70
71 **Motion by Council Member Weir**
72 **Seconded by Council Member West**
73 **To approve the use of the investment earnings and remaining**
74 **Construction funds as outlined for the Shop and Parking Lot Project**
75 **Approved unanimously (4-0)**
76
77

78 **7.2 DISCUSSION: COUNCIL RETREAT REVIEW**

79 Hanson stated that Council and staff participated in a Council Retreat and focused on Policy and Goals,
80 Fire Department Staffing, and code enforcement tracking and processes. Hanson stated that he was
81 thinking of an idea of having the next Council Retreat go from 8-3. Council Member Barker suggested to
82 have staff for half a day and just Council for the rest of the day. Hanson stated that he likes the idea of
83 having the complete team there. Council Member Monsen stated that he would like the entire staff to be
84 at the retreat. Council Member West suggested a cut-off time for 2. He is anticipating the retreat for
85 November 16 or 23rd. Hanson stated that the January 15th meeting will start at 4:00 with a work session.
86

87 **8. COUNCIL COMMUNICATION WITH STAFF**

88 Council Member Monsen clarified that there is only one meeting in December.
89 Hanson stated that Harris has been researching the light fixture issues, but it has been found challenging.
90 Hanson stated that Harris has been trying to get retro fit packages.
91 Hanson stated that we have three speed light flashers, and one has been ordered. Hanson stated that there
92 is one on Ridgeline, the North entrance, and 300. Mayor Allen noted some tweaks that could be made to
93 some of the signs.
94

95 Council Member Barker asked if any feedback is given to us from Utah Power and Lights. Harris stated
96 that they receive a range of one to two weeks. A work order number is given.

97 Hanson stated that there are few more things on 5700 South to be done before the road can be opened up.
98 Harris stated that there will be two lights put on the road before it is completed.
99
100 Mayor Allen stated that the 5350 Road has been completed.

101
102 **9. ADMINISTRATION REPORTS**
103 Hanson stated that staff is very grateful for the Christmas appreciation gift from Council.
104 Hanson update Council on a “structure” fire over the weekend that turned out to be a tree on fire.
105

106 **10. UPCOMING EVENTS**
107 **November 22-23: City Offices closed for Thanksgiving**
108 **November 29th: Planning Commission Meeting 6:00 p.m.**
109 **December 4th: City Council Meeting 6:00 p.m.**
110

111 **11. MOTION: ADJOURN INTO CLOSED SESSION**
112 **Motion by Council Member Brown**
113 **Seconded by Council Member Monsen**
114 **To adjourn into closed session**
115 **Approved unanimously (5-0)**
116 **Roll Call Vote**
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118 **Council adjourned into closed session to discuss:**
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- Strategy session to discuss pending or reasonably imminent litigation

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122 **12. ADJOURN THE MEETING: MAYOR ALLEN**
123 Mayor Allen adjourned the closed session and regular meeting at 7:39 p.m.
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127 _____
Date Approved **City Recorder**