

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 9 January 2018

TIME COMMENCED: 5:00 p.m.

PRESENT: MAYOR:

Jo Sjoblom

COUNCILMEMBERS:

Blair Halverson
Kent Hyer (arrived 5:03 p.m.)
Angie Petty
Merv Taylor
Wayne Winsor

CITY RECORDER

Mark McRae

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

ATTENDEES: Wes Johnson

CONSENT AGENDA:

- **Approval of November Check Register**

Council Member Winsor questioned page 1 check #11217 (snow plow damage to mailbox). He asked about the incident. Mark Larsen said one of the guys hit the mailbox with the snowplow. Council Member Winsor would like to know how this is documented and how is it repaired. Mark said they got a mason to repair it. He said this was a brick mailbox. Tom said there is an accident review committee. Council Member Winsor asked about page 13 – two payments of \$320 for an ice machine. Mark said he thinks it is for a filter for the washing machine for the fire department. Tom will contact Chief Tolman and get a report. Council Member Winsor asked about the “road closed” signs on 6650 South. He isn’t sure \$300 per month for sign rental is worth it. The Council was in agreement that they are not in favor of renting the signs.

- **Approval of November Budget to Actual Report**

- **Approval of December Check Register**

- **RES 18-03: Re-Appointment of Rob Osborne to Planning Commission:** Robert Osborne's commission as a Planning Commission Member expires on January 31, 2018. Mr. Osborne has expressed a desire to continue his commission for another term. Mayor Sjoblom has carefully considered the appointment to re-appoint Robert Osborne to the Planning Commission effective February 1, 2018 to January 31, 2023.

Discussion took place regarding roll call voting. Mayor Sjoblom said she will call for the vote on an ordinance, resolution, or anything that creates liability for the city.

ACTIVE AGENDA:

Public Works Quarterly Report: Mark Larsen, Public Works Director, will present the Public Works Quarterly Report in the general council meeting.

Recreation Quarterly Report: Curtis Brown, Recreation Director, will present the Recreation Quarterly Report in the general council meeting.

RESOLUTION 18-04: Amending the City Council Rules of Order and Procedure: Rule I, Section (6)(b)(c)(e)(f): The Order of Business for a Regular Meeting; and Rule III, Section (5): Course of a Meeting; Motions and Actions: Mayor Sjoblom said Mark McRae discussed these amendments with Doug Ahlstrom, City Attorney. The amendments being proposed for change pertain to the order of business for a council meeting consisting of the approval of the agenda, declaration of conflict of interest, active agenda, and non-scheduled delegation, and public comment period. Discussion took place regarding whether or not it is necessary to approve the agenda. Mayor Sjoblom said State law does not require the council meeting agenda to be approved. She is fine with either way. It was stated it is possible to remove an item on the agenda when they get to it. Mayor Sjoblom said we will go without approval of the agenda for now. She said another proposed amendment is to change the wording "active agenda" to "general agenda". She then reviewed the proposed amendment to hold the public comment period at the beginning of the meeting. She feels this sends a message to the public that we have an interest in what they say. She feels it may bring to light additional information that the City staff or council has considered. The council feels it is important to keep public comments to three minutes per individual. Tom reminded them that there should be only one trip to the podium. Mark McRae suggested putting the public comment procedures on the screen as well as have the Mayor state the procedures prior to the public comment. Council Member Winsor suggested allowing enough time for individuals if there isn't other pressing items on the agenda. Mayor Sjoblom said there are some concerns with moving public comments to the beginning of the meeting which include: 1. There is a possibility that the meeting could be inhibited with the over-run of the public comment segment minimizing the time that the council has for deliberation., 2. Placing the public comment segment at the commencement of a meeting could detract from its original intent., and 3. Should public comment end early or take longer than is anticipated, scheduled visitors or presentations could be advanced or postponed without due notice.

Mayor Sjoblom discussed eliminating the 5:00 o'clock work meeting on the second and fourth Tuesday of the month, and conduct a work meeting on the 3rd Tuesday of the month. Mark McRae discussed the process of using bookmarks in the packet.

The Order of Business of a regular meeting is proposed as follows:

- a. Opening Ceremony
 - i. Pledge of Allegiance
 - ii. Prayer/Moment of Reflection
- b. Consent Agenda
- c. Non-Scheduled Delegation; Public Comment Period
- d. General Agenda
- e. Mayor and Council Reports
- f. City Manager Report
- g. Planning Commission Liaison Report
- h. Adjournment

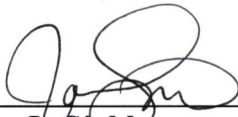
Payment request for cost share of Old Maple Farms Regional Detention Basin

Mayor Sjoblom said the Old Maple Farms Cost Share Agreement says that the City owes Ford's Inc. \$322,348.19 for its cost-share of the construction of the regional detention basin. Section 6 of the Agreement indicates that the City will owe interest on any unpaid balance after January 24, 2018. However, sections 6d and 8b state that the City is not obligated to make payments or pay interest until it issues a "conditional acceptance" which starts the one-year warranty period.

Mayor Sjoblom said Mike Ford owner of Ford's Inc. and developer of the Old Maple Farms Subdivision asked if the City would be willing to make a payment of \$231,975.80 for the regional detention basin in advance of its obligation as identified in item 6(d) of the agreement.

As of January 3, 2018, the regional detention basin has been constructed to a functional level, and has been inspected by Jones and Associates, but the final grading, top soil, sprinklers system and sod have yet to be installed. The cost for the unfinished items, as outlined in Exhibit E of the agreement is \$48,634.85 (fine grading and 4" thick top soil) and \$75,162.95 (sprinkler system and sod). The total for these items is \$123,797.80. Per the Agreement, the City's share of this cost is 73%, or \$90,372.39.

Adjourned at 5:53 p.m.

APPROVED:  Date 1/23/18
Mayor: Jo Sjoblom


Transcriber: Michelle Clark

Attest: 
City Recorder: Mark McRae



SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 09 January 2018

TIME COMMENCED: 6:01 p.m.

PRESENT: MAYOR:

Jo Sjoblom

COUNCILMEMBERS:

Blair Halverson
Kent Hyer
Angie Petty
Merv Taylor
Wayne Winsor

CITY RECORDER:

Mark McRae

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

ATTENDEES: Mark Larsen, Curtis Brown, and Mike Ford.

Mayor Sjoblom called the meeting to order and welcomed those in attendance.

PLEDGE OF ALLEGIANCE: Mayor Sjoblom

PRAYER: Council Member Taylor

AGENDA: Council Member Taylor moved to approve the agenda as written. Council Member Halverson seconded the motion. All were in favor. The motion carried.

CONFLICT OF INTEREST: None

CONSENT AGENDA:

- **Approval of November Check Register**
- **Approval of November Budget to Actual Report**
- **Approval of December Check Register**
- **RES 18-03: Re-Appointment of Rob Osborne to Planning Commission:** Robert Osborne's commission as a Planning Commission Member expires on January 31, 2018. Mr. Osborne has expressed a desire to continue his commission for another term. Mayor Sjoblom has carefully considered the appointment to re-appoint Robert Osborne to the Planning Commission effective February 1, 2018 to January 31, 2023.

Council Member Hyer moved to approve the consent agenda as written. Council Member Winsor seconded the motion. Mayor Sjoblom called for the vote. Council Members Halverson, Hyer, Petty, Taylor, and Winsor voted yes. The motion carried.

ACTIVE AGENDA:

Public Works Quarterly Report: Mark Larsen, Public Works Director, presented the Public Works Quarterly Report. He stated the Public Works Department is self-dispatched. He said Bryan Wageman is over the water systems and has been with the city for 22 years. He said Zach McFarland is over parks. Jason Tubbs is a Building Inspector and Storm Water. Mark Johnson works with streets and water. Justin Bench is a Utility Services worker. Mark discussed the remaining service life (RSL) of the roads. He said every road is rated. He then reviewed the criteria. He is planning on putting together a similar program for the street signs, sewer, storm water, etc. Mark reviewed the building permits issued for 2017. The Mayor and council thanked Mark for all the service, especially with the recent snow removal over the holidays.

Recreation Quarterly Report: Curtis Brown, Recreation Director, presented the Recreation Quarterly Report. He said gym rental has gone up due to three competition teams and a wheel chair basketball team that comes in for practice. He said basketball season is underway. He said the Senior Lunch averages about 16 people every other month. He said the Fire Department has been invited to attend the luncheon. Council Member Hyer said he has attended the luncheon before and has enjoyed it. He suggested contacting the local churches to get more exposure for the event. Curtis discussed working with Job Corp and Highmark Charter School for the use of ball diamonds. He reviewed the recreation basketball registration fees and the cost breakdown. He said the community events included: Mom & Son Halloween and Breakfast with Santa. He said revenue received from competitive basketball is \$6,390 with 18 teams at \$335. Cost for officials /scorekeeping is \$3,200. Mayor Sjoblom thanked Curtis for the fans around the track and said it helps with the heat level.

RESOLUTION 18-04: Amending the City Council Rules of Order and Procedure: Rule I, Section (6)(b)(c)(e)(f): The Order of Business for a Regular Meeting; and Rule III, Section (5): Course of a Meeting; Motions and Actions: Mayor Sjoblom said the amendments being proposed for change pertain to the order of business for a council meeting consisting of the approval of the agenda, declaration of conflict of interest, active agenda, and non-scheduled delegation, and public comment period.

Mayor Sjoblom said State law does not require the council meeting agenda to confirm the approval of the council meeting agenda, the declaration of conflict of interest, or have a header indicating active agenda. These procedures are followed as a result of the guidelines of the City Council Rules of Order and Procedure. In the event of a conflict of interest, the council member with the conflict will be responsible to declare as much. Holding the public comment segment of a meeting at the beginning of the meeting has both benefits and detriments. Some benefits include:

1. Allowing the public to comment at the beginning of the meeting may bring to light additional information that the City staff or Governing Body has considered.
2. The community will have a sense that their local government has a genuine interest in what they have to say.
3. Community engagement and education on municipal affairs could increase.

Some additional items to consider:

1. There is a possibility that the meeting could be inhibited with the over-run of the public comment segment minimizing the time that the council has for deliberation.
2. Placing the public comment segment at the commencement of a meeting could detract from its original intent and increase the possibility for the public to criticize, disparage, or demean the council and staff.
3. Should public comment end early or take longer than is anticipated, scheduled visitors or presentations could be advanced or postponed without due notice.

Mayor Sjoblom suggested striking all work meetings from the second and fourth Tuesday of the month. All meetings at 6:00 p.m.

Council Member Hyer moved to approve RESOLUTION 18-04: Amending the City Council Rules of Order and Procedure: Rule I, Section (6) (b)(c)(e)(f): The Order of Business for a Regular Meeting; and Rule III, Section (5): Course of a Meeting; Motions and Actions. Council Member Taylor seconded the motion. Mayor Sjoblom called for the vote. Council Members Halverson, Hyer, Petty, Taylor, and Winsor voted yes. The motion carried.

Payment request for cost share of Old Maple Farms Regional Detention Basin

The Old Maple Farms Cost Share Agreement says that the City owes Ford's Inc. \$322,348.19 for its cost-share of the construction of the regional detention basin. Section 6 of the Agreement indicates that the City will owe interest on any unpaid balance after January 24, 2018. However, sections 6d and 8b state that the City is not obligated to make payments or pay interest until it issues a "conditional acceptance" which starts the one-year warranty period.

On December 28, 2017, Mike Ford owner of Ford's Inc. and developer of the Old Maple Farms Subdivision asked if the City would be willing to make a payment of \$231,975.80 for the regional detention basin in advance of its obligation as identified in item 6(d) of the agreement.

As of January 3, 2018, the regional detention basin has been constructed to a functional level, and has been inspected by Jones and Associates, but the final grading, top soil, sprinklers system and sod have yet to be installed. The cost for the unfinished items, as outlined in Exhibit E of the agreement is \$48,634.85 (fine grading and 4" thick top soil) and \$75,162.95 (sprinkler system and sod). The total for these items is \$123,797.80. Per the Agreement, the City's share of this cost is 73%, or \$90,372.39.

Council Member Taylor moved to approve the payment request for cost share of Old Maple Farms Regional Detention Basin in the amount of \$231,975.80 to Ford's Inc. Council Member Halverson seconded the motion. Mayor Sjoblom called for the vote. Council Members Halverson, Hyer, Petty, Taylor, and Winsor voted yes. The motion carried.

PUBLIC COMMENTS: (None)

REPORTS:

Mayor Sjoblom: She reported that she went with Brandon Jones to meet with Betty Jean Spaulding and Brent Stauffer concerning Old Fort Road. She said the road would be 15 ft. from the sidewalk that goes up to her porch. Mayor Sjoblom reported on pending Legislation concerning a levy for homeless centers in cities and those cities getting a break. She will keep everyone updated.

Council Member Taylor: He asked about the city cemetery. Mark Larsen said it is a historical cemetery in which the city maintains.

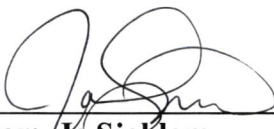
Council Member Halverson: He asked if the council has anything they want to change on the park survey. Mark Larsen suggested adding pickle ball. He also said it does reference Salt Lake City.

Council Member Hyer: He said the Youth Council will be attending the Legislature. He said the Youth Council are looking into attending a retreat at Utah State University. He said last year they did a local retreat.

Council Member Winsor: He asked about photos. Tom said the city is willing to pay for everyone to go to a studio and have a picture taken. It was decided that Council Member Hyer will take everyone's picture.

City Manager: He said he has received an interest in using the parcel purchased on Lester Drive for grazing. Council Member Hyer feels the city needs to look at how we are going to sale the property. Council Member Petty doesn't feel a one year contract should be made until we know what we are going to do with the property. Tom said there is one individual who is interested in purchasing. Council Member Hyer said Weston Fisher was also interested in the purchase of that property at one time. He reminded everyone of the retreat this Friday from 1:00 p.m. to 6:00 p.m. at the Davis Library and dinner at 7:30 p.m. at the Mandarin in Bountiful.

ADJOURNED: Council Member Taylor moved to adjourn the City Council meeting at 6:56 p.m. Council Member Petty seconded the motion. All were in favor.

APPROVED:  Date 1/23/18
Mayor: Jo Sjoblom


Transcriber: Michelle Clark

Attest: 
City Recorder: Mark McRae

