

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 27 June 2023

TIME COMMENCED: 6:06 p.m.

LOCATION: South Weber City Office @ 1600 East South Weber Drive, South Weber, UT

PRESENT: MAYOR:

Rod Westbroek

COUNCIL MEMBERS:

**Hayley Alberts
Joel Dills
Blair Halverson
Angie Petty
Quin Soderquist**

CITY MANAGER:

David Larson

FINANCE DIRECTOR:

Mark McRae

COMMUNITY SERVICES DIR:

Trevor Cahoon

CITY ATTORNEY:

Jayne Blakesley

CITY RECORDER:

Lisa Smith

Minutes: Michelle Clark

ATTENDEES: Paul Sturm, Jeremy Davis, Michael Grant, James Durrant, Sheriff Kelly Sparks, Mark Anderson, and Brandon Johnson.

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

1. Pledge of Allegiance: Councilman Soderquist

2. Prayer: Councilwoman Alberts

3. Public Comment: Please respectfully follow these guidelines.

- a. Individuals may speak once for 3 minutes or less: Do not remark from the audience.
- b. State your name & city and direct comments to the entire Council (They will not respond).

Paul Sturm of South Weber City was concerned with proposed amendments to the city's procurement policy.

James Durrant of South Weber City shared the history of park maintenance issue in the Cedar Cove Subdivision.

Because of individual time commitments, Mayor Westbrook moved agenda items 9, 10, and 7 to the top, but they are reflected below in the order originally scheduled.

ACTION ITEMS:

4. Ordinance 2023-08: City Code Title 2 Chapter 1 Procurement:

City Manager David Larson reported the Procurement Policy was last adopted in 2020. South Weber is changing the city code to reference state code requirements which removed the need to publish procurement notices in a newspaper. Councilman Soderquist further explained the admin/finance committee reviewed the policy and recommended removing the requirement for City Council’s second approval on certain purchases that are itemized in the city budget and approved through the adoption of the city budget.

Councilwoman Petty voiced concerns with removing the second approval. City Manager David Larson clarified it is only for the purchasing of items between \$10,000 to \$25,000. Councilwoman Alberts was not concerned with the amount but favored the transparency of bids being discussed. Councilman Soderquist suggested identifying how many times in the last year this situation occurred. It was acknowledged that it is infrequent, and Council opted to leave the policy as is in this regard.

Councilman Soderquist moved to approve Ordinance 2023-08: City Code Title 2 Chapter 1 Procurement with the amendment to remove the proposed additions in Section 2-1-050 paragraph C and Section 2-1-060 Table regarding Council approval. Councilwoman Petty seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

Councilwoman Alberts moved to open the public hearing for FY 2023 Budget Amendment #2. Councilwoman Petty seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

******* PUBLIC HEARING *******

5. Public Hearing on FY 2023 Budget Amendment #2:

The current budget was adopted on August 23, 2022. Since the adoption of the budget, additional items have come before the council that were not included in the original budget. These include increasing the storm drain depreciation to the anticipated amount for 2023, updating security at City Hall, additional wind damage repairs that were not completed in the 2022 fiscal year and increasing the funding for large fire apparatus.

54-40-650 Storm Water - Depreciation	+25,000	Adjustment
54-40-900 Storm Water - Transfer to Fund Balance	-25,000	Adjustment
45-33-500 Federal Grants ARPA	+31,000	City Hall Security
45-43-730 Admin. - Improv. Other Than Buildings	+31,000	City Hall Security
45-39-900 Fund Balance to be Appropriated	+10,000	Posse Grounds
45-70-730 Parks - Improv. Other Than Buildings	+10,000	Posse Grounds
45-39-900 Fund Balance to be Appropriated	+70,000	Large Apparatus
45-70-740 Fire – Equipment	+70,000	Large Apparatus

Mayor Westbrook asked if there was any public comment. There was none.

Councilwoman Alberts moved to close the public hearing for FY 2023 Budget Amendment #2. Councilwoman Petty seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

******* PUBLIC HEARING *******

6. Resolution 23-25: FY 2023 Budget Amendment #2

Councilwoman Alberts moved to approve FY 2023 Budget Amendment #2. Councilman Halverson seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

7. Resolution 23-26: Interlocal Cooperation Agreement with Davis County for Law Enforcement:

South Weber City and the Davis County Sheriff's Office are in the process of renewing their contract. The Public Safety Committee evaluated the current proposal and express their agreement with the terms outlined in the attached amendment. The amendment aims to modify certain provisions of the original agreement to reflect changes in compensation and the term of the agreement.

Councilman Soderquist asked why 2025 has no amount included. City Manager David Larson replied DCSO calculates the cost to the city each year and will include an annual addendum that will change the dollar figure. Councilman Dills queried how the metrics are being monitored in the contract. Sheriff Sparks replied each day all officers are required to complete an activity sheet with their location and number of hours. The DCSO also reports quarterly to the City Council. DCSO also provides City Manager David Larson with a monthly report and meets with him regularly. The City Council thanked Sheriff Sparks and DCSO.

Councilman Dills moved to approve Resolution 23-26: Interlocal Cooperation Agreement with Davis County for Law Enforcement. Councilman Halverson seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

8. Resolution 23-27: FY 24 Consolidated Fee Schedule

The adopted 2023-24 Final Budget includes three rate increases. These are:

- Sewer Fees (52-37-300). An increase of 7.27% is due to a 12.53% increase in the pass-thru fee to Central Weber Sewer Improvement District.
- Sanitation Fees (53-37-700). Wasatch Integrated Waste is increasing their rates an additional 6% on July 1, 2023, which will be a net 2% increase passed through in the Sanitation fee.
- Storm Drain Fees (54-37-450). The adopted rate study for storm drain fees includes a 3% increase each year going forward.

A deposit will now be assessed for the rental of the various rooms at the FAC.

Councilwoman Alberts moved to approve Resolution 23-27: FY 24 Consolidated Fee Schedule. Councilman Halverson seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

9. Resolution 23-28: Issuance and Sale of Lease Revenue Bonds, Series 2023

Mark Anderson of Zions Bank explained the parameters resolution which puts a maximum amount, term, interest rate, and discount at which bonds can be sold. It also authorizes the posting of a notice of intent, schedules a public hearing, delegates authority to City Manager to approve the final terms and conditions of the bonds, and delegates authority to the City Manager to determine sale methodology. He discussed the advantages and disadvantages of competitive sales, negotiated sales, and direct purchase and reviewed questions relating to the city’s debt service goals.

Councilwoman Petty moved to approve Resolution 23-28: Issuance and Sale of Lease Revenue Bonds, Series 2023. Councilwoman Alberts seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

10. Suspend Council Meeting and Convene Local Building Authority Board Meeting

Councilwoman Alberts moved to suspend City Council meeting at 6:52 p.m. and convene Local Building Authority Board Meeting. Councilman Halverson seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

******* LBA Meeting *******

1. LBA Resolution 23-02: Issuance and Sale of Lease Revenue Bonds, Series 2023

Board Member Petty moved to approve Resolution 23-02: Issuance and Sale of Lease Revenue Bonds, Series 2023. Board Member Alberts seconded the motion. President Westbrook called for a roll call vote. President Westbrook and Board Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

Board Member Alberts moved to adjourn the Local Building Authority Board Meeting at 6:54 p.m. and reconvene the City Council meeting. Board Member Soderquist seconded the motion. President Westbrook called for a roll call vote. President Westbrook and Board Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

******* LBA Meeting closed *******

11. Resolution 23-29: Policies and Procedures

The City of South Weber acknowledged the importance of facilitating employment opportunities for minors aged 14 and above while ensuring compliance with relevant labor laws and safeguarding their well-being. To establish a comprehensive framework, the Employment of Minors Policy outlines essential guidelines and emphasizes the city's commitment to upholding federal labor laws and aligning practices accordingly.

- Federal Superseding: Federal child labor regulations take precedence over conflicting provisions in this policy

Councilman Halverson moved to approve Resolution 23-29: Policies and Procedures. Councilman Soderquist seconded the motion. Mayor Westbrook called for a roll call

vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

12. Fraud Risk Assessment

South Weber City takes its financial and fiduciary responsibilities very seriously. Policies, procedures, and internal controls have been adopted and implemented to protect city funds. The yearly Fraud Risk Assessment is one indicator of how well we are doing in this area. The Assessment has been reviewed by the City's Audit Committee. The goal of the committee is to continue to work on those areas not marked on the assessment. The Assessment categorizes our current fraud risk level as "Very Low".

Councilwoman Alberts moved to approve the Fraud Risk Assessment. Councilwoman Petty seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

REPORTS:

13. New Business

Development Agreement on Cedar Cove: Councilman Halverson requested city staff review the original agreement between South Weber City and the Cedar Cove Homeowner's Association, specifically park maintenance.

Lessons learned when Highway 89 was recently shut down: Councilman Soderquist requested an open discussion with the Council, city staff, and fire department.

Signs for Highway 89: Councilwoman Petty requested signs to enforce noise ordinance and disallow break checks. Mr. Larson will follow up.

14. Council & Staff

Councilman Dills: announced the pickle ball tournament was a success. Mr. Larson thanked Jo Sjoblom for all her hard work soliciting participants. Councilman Dills explained the committee is looking for ways to encourage more activities at the FAC and increasing memberships.

Councilwoman Alberts: reported the Code Committee discussed the possibility of amending city code to eliminate the amount of turf. It was stated the state will pay up to \$3 per square foot of the total lot size. The City Council did not favor making this change. Councilwoman Alberts announced the committee is still working on the external accessory dwelling units.

Councilman Soderquist: conveyed the gravel pit sensors are continually being monitored and with the recent fires in Canada there were three days of high levels.

Councilwoman Petty: requested a committee meeting to discuss the new Public Works Facility. Mr. Larson will put together an upcoming meeting. Discussion took place regarding whether the city should use BidSync and whether the bids should be phased. This item will be placed on the next City Council agenda.

Councilwoman Alberts moved to go into a Closed Session held pursuant to the provision of UCA section 52-4-205 (1)(d) Discuss the Sale of Real Property at 7:50 p.m. Councilman Halverson seconded the motion. Mayor Westbrook called for a roll call vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.

CLOSED SESSION held pursuant to the provision of UCA section 52-4-205 (1)(d)

15. Discuss the Sale of Real Property



APPROVED: *Rod Westbrook* Date 07-25-2023
Mayor: Rod Westbrook

Michelle Clark
Transcriber: Michelle Clark

Attest: *Lisa Smith*
City Recorder: Lisa Smith