

Date: January 8, 2015  
 Time: 6:30 p.m.  
 Place: Willard City Hall, 80 W 50 S, Willard, UT 84340  
 Attendance: Mayor Pro-tem Mike Crossley, Council members Robert Beebe, Del Fredde, Michelle Mund, and Josh Braegger, Recorder Teri Fellenz, City Planner Bryce Wheelwright

Excused: Mayor Kenneth Braegger

Others: (see attached for others)

### 1. Call to Order

- a. Invocation
- b. Pledge of Allegiance

**2. Open Comment Period** (Individuals have three minutes for open comments. If required, items may be referred to department heads for resolution. Items requiring action by the City Council will be placed on the agenda for a future meeting.) No public comment was received.

### 3. Business

- a. Brock Cheney – Request for approval of members of the Historic Preservation Commission  
 Brock Cheney, Chairperson, Members: Ann Larsen, Sherry Zundel, Dee Pace, Cody Wright

Brock Cheney was present and explained the purpose of the Historic Preservation Commission. He also explained an Ordinance was passed in 1997 by the Willard City Council establishing a Historic Preservation Commission for Willard City. Once the Commission is formed there are grants available for the preservation of historic architecture. He stated Council member Braegger contacted him about some historical documents the City may have been given. Brock presented the names of the individuals who are interested in serving and have agreed to be on the Commission. He stated the Commission would be primarily for Historic building preservations. They could give advice on artifacts and documents. He stated the Founder's Day celebration is outside of the scope of the Commission, but they could help. A brief discussion was held on the duties. Brock explained the terms of the members are outlined in the Ordinance. The Ordinance also explains the protection of historic structures and he stated they will be working with the Planning Commission.

***Council member Mund made a motion to approve the members of the Historic Preservation Commission, seconded by Council member Braegger. The motion carried.***

***Council member Beebe – yes  
 Council member Mund – yes***

***Council member Braegger – yes  
 Council member Fredde – yes***

It was explained the Commission is required to meet twice a year and must follow the requirements of the Open and Public Meetings Act.

- b. Police Chief Jean Loveland – Request for consideration of Resolution 2015-01 SETTING FEES FOR SEX OFFENDER REGISTRY. Chief Loveland explained the Sex Offender Registry and that the State Code allows agencies that register the offenders to set a fee of

up to \$25 to help cover the costs.

***Council member Fredde made a motion to approve Resolution 2015-01, seconded by Council member Braegger. The motion carried.***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

c. Police Chief Jean Loveland – Request for consideration of Resolution 2015-02 SETTING FEES FOR THE TRANSPORTATION OF A DEFENDANT PURSUANT TO A COURT ORDER. Chief Loveland presented the request to approve charging fees set by the State to recover some of the costs for the transportation of a defendant. She gave an example of an individual being held in the Davis County Jail for a warrant out of the Willard Justice Court. The fees would help cover some of the time and fuel to either transfer them to court or to the Box Elder County Jail while they wait for their appearance in court.

***Council member Beebe made a motion to approve Resolution 2015-2. The motion was seconded by Council member Fredde. The motion carried.***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

d. Planning Commission

1) Project Reports –City Planner Bryce Wheelwright reported the Planning Commission is holding an Open House on January 15 from 6:00 p.m.-7:00p.m. to get informal input from the community on the proposed amendments to the General Plan and get some more input on the questionnaires that were sent out. Council member Mund how many more surveys were returned? Bryce answered 4 more for a total of about 107. Bryce stated the Commission will be working on the General Plan to get it to the Council so it can be approved. He said they are working on some zone changes in the community that will help alleviate some issues.

e. Discussion of a letter requested by Former Commissioner Ryan Tingey requiring all residents in South Willard to connect to the Willard City water system if an annexation is approved. – Mayor Pro-tem Crossley stated they should have a discussion on the request. City Recorder Teri Fellenz explained no additional information or direction was received on this request.

***Council member Mund made a motion to table the item, seconded by Council member Beebe.***

Mayor Pro-tem Crossley asked for discussion on the request. Council member Fredde stated they brought up the annexation plan a couple of months ago and that it needed to be updated. He stated that might be a good place to put what might be expected with water and sewer. He stated we need to look at it before long and get the Annexation Plan in place before we go into the process. City Planner Bryce Wheelwright stated he has spoken with the City Attorney on that but it hasn't gone anywhere yet. Council member Beebe expressed that the Council should use caution in doing anything before the process and stated he would hate to be responsible for water in a new subdivision on the south end of south Willard even if they are not in the City limits. Council member Fredde stated there are some that are opposed to having to go with the system we are now in. Council member Beebe referred to the information presented by the State's Ombudsman on annexation, that once the petition is filed, the Council can take what they want. He stated that should be explained to the residents of South Willard because it is contrary to what was presented in the first meeting

(by the County). A brief discussion was held. Council member Braegger stated South Willard is working with Pineview water on a secondary water system.

***Council member Mund again made the motion to table the item, seconded by Council member Beebe. The motion carried with the following vote:***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

f. Approval of the 2015 Annual Meeting Schedule – The attached annual meeting schedule was presented

***Council member Fredde made a motion to approve Resolution 2015-3 adopting the annual meeting schedule. The motion was seconded by Council member Braegger and the motion carried.***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

g. Financial - The vouchers and warrants were presented to the Council for approval. The reports were individually reviewed.

- 1) Warrants
- 2) Vouchers
- 3) Reports

h. Approval of minutes: The minutes of the December 11, 2014, meeting were individually reviewed.

***Council member Beebe made a motion to approve the minutes as written, seconded by Council member Mund. The motion carried.***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

#### **4. Department Reports**

a. Maintenance Department – Council Member Beebe stated there is a safety issue in the shop area. He explained the post by the salt shed is too low and to correct the situation they will need to run a new service and a new line to the shop. They will work on costs.

Council member Beebe then reported some of the areas where the crack seal was done was too high and was damaged by the snow plows. The company that did the crack seal has been notified and will be required to fix it in the spring.

He then reported they have found a 2001 snow plow with 22,000 miles on it. They are asking \$35,000 and the money is in capital improvements. Mayor Braegger, Doug Thompson, Public Works, and he will go look at it on Monday or Tuesday. He would like to take a check and make an offer if it is what they need and in good shape. He stated the sander is different than what we currently have and it appears to be in extremely good condition. It is similar to the white International we currently have. He stated \$24,000 was previously approved. Council member Mund asked if the sander would work for our application. He explained there is an additional sander, but he will see if it will work for us. He stated the last one they found for sale had 155,000 miles on it and they wanted \$10,000 more. There were some less expensive, but felt they would be getting someone else's problem. He requested approval for the purchase of a new snow plow of not to exceed \$35,000. He stated the 1996 Ford is not worth selling at this time. The plow is relatively new and would like to use it for

hauling sand and gravel until it dies. He explained the plow is coming in from the Mid-west and they would like to go look at it on Monday or Tuesday.

***Council member Mund made a motion to authorize Mayor Braegger, Council member Beebe and Doug Thompson to negotiate up to \$35,000 for the purchase of snow plow. The motion was seconded by Council member Fredde. The motion carried.***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

**b. Police Department**

\*1) Request for approval of purchase of tires or part-time vehicle. – Chief Jean Loveland presented a request to purchase tires for the part-time police vehicle. The quote is for \$1,056.14.

***Council member Mund made a motion to approve \$1,056.14 for the purchase of new tires, seconded by Council member Beebe. The motion carried.***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

Chief Loveland then stated because of the change in the program she was unable to print off a report for the previous month. She explained some of the calls the department responded to and focused on one that recovered stolen property from a burglary in a neighboring community. Mayor Pro-tem Crossley said that he appreciates the police presence in the community and Council member Braegger stated he has received a number of comments from citizens about the great job the department is doing.

Chief Loveland then gave the Council information on the funeral arrangements for Sheriff Lynn Yeates. She explained a Willard officer will be helping the Sheriff's Office handle County calls during that time.

**c. Fire Department**

1) Request for approval of expenditure of \$300 for Fire Fighter II Class- Chief Mund was unable to attend, but requested approval of \$300 for Mike Oki to attend the Fire Fighter I class. It was noted it is not the Fire Fighter II.

***Council member Braegger made a motion to approve \$300 for training. The motion was seconded by Council member Mund and the motion carried***

***Council member Beebe – yes  
Council member Mund – yes***

***Council member Braegger – yes  
Council member Fredde – yes***

**5. Council members**

**a. Robert Beebe** – Stated he would like to get with the Council members one day to go to the City shops. He stated they are starting to see Fire Department equipment, some of the City equipment and city items that are out in the weather. He stated in any of their spare moments the maintenance department has been scraping the upper level. He would like to look at the possibility of looking at an equipment shed that is an overhead cover, behind a chain link fence to get the items out of the weather. He said he would like them to take a look at it. His idea is a pole building with 3 sides and an overhang to get everything out of the weather. A discussion was held on surplus equipment and how to get rid of it. Council member Beebe stated they have the lawn mower and the two big wheel motorcycles. They discussed options for selling the items. They discussed setting a time for meeting at the

shop. A discussion was held on a training for the how the budget works and Council member Mund also brought up meeting with the Planning Commission. The Council was reminded of the Open House on January 15<sup>th</sup>. Council member Fredde suggested they meet on the 29<sup>th</sup> of January. He also mentioned they also look at the Citizens Committee at that time also. A Work Session will be scheduled on the 29<sup>th</sup> of January at 5:30 to go to the City shop and then have a work session on the budget and discuss what to task the Citizens' Committee with. Council member Fredde asked the Council bring suggestions for individuals on the Citizens' Committee.

b. Mike Crossley

c. Del Fredde-

1) Discussion on Citizen's Committee – Organization and Goals

d. Josh Braegger – Council member Braegger asked if there was any more information on the dike project. Bryce Wheelwright stated surveys of the area have been done and they are working on the engineering. Teri Fellenz noted they need to look at when things will be done for budgeting purposes. She stated they need to decide which department they want to put the expenditures under and look at repayment as the documents indicate reimbursements can only be submitted quarterly. Discussion was held on in kind service and record keeping. Bryce Wheelwright explained the engineer is working on a schedule. Council member Braegger asked if they would have it by the next City Council meeting. Mayor Pro-tem Crossley asked if they would have it by the next meeting and if they could get it on the agenda.

1) East Park Sprinkler System

e. Michelle Mund – Council member Mund reported Doug Thompson met with the engineers regarding the 100 North waterline replacement and she said Matt from Delco is at a water conference in St. George and she would like to schedule him for the next meeting to explain their SCADA system. Council member Beebe asked if they were sending the waterline out for bid. She asked when to schedule Delco. Council member Beebe explained the other SCADA advantages. Teri Fellenz stated what she would look at is the fact the waterline project is going out for bid and they are planning to borrow the funds from the Capital Improvements. The question is are they prepared to go forward with purchasing a system at this time? A brief discussion was held on the system and Council member Beebe stated he would like to wait to see where the annexation is going in the event the two systems need to be joined. A discussion was held on the system and items to be addressed including flow meters, the storage tank repairs and engineering fees.

## **6. Mayor's General Correspondence and Information**

a. Schedule of a City Council Training Session – Discussed previously

**7. Adjourn: A motion was made by Council member Mund to adjourn, seconded by Council member Fredde, motion carried. The meeting adjourned at 7:28 p.m.**

Minutes were read individually and approved on January 22, 2015.