**Tooele City Council and**

**Tooele City Redevelopment Agency**

**Business Meeting Minutes**

Date: Wednesday, August 19, 2015

Time: 7:00 p.m.

Place: Tooele City Hall, Council Chambers

 90 North Main Street, Tooele Utah

**Council Members Present**:

Brad Pratt, Chairman

Scott Wardle

Debbie Winn

Steve Pruden

Dave McCall

**City Employees Present**:

Mayor Patrick Dunlavy

Glenn Caldwell, Finance Director

Michelle Pitt, City Recorder

Lisa Carpenter, Deputy Recorder

Paul Hansen, City Engineer

Chief Ron Kirby, Chief of Police

Jim Bolser, Public Works and Community Development Director

Minutes prepared by Elisa Jenkins

Chairman Pratt called the meeting to order at 7:00 p.m.

1. **Pledge of Allegiance**

The Pledge of Allegiance was led by Jim Bolser.

1. **Roll Call**

Brad Pratt, Present

Scott Wardle, Present

Dave McCall, Present

Steve Pruden, Present

Debbie Winn, Present

1. **Public Comment Period**

Chairman Pratt opened the public comment period to anyone who would like to come forward and address the Council. No one came forward.

Chairman Pratt closed the public comment period at 7:01 p.m.

Chairman Pratt asked Mr. Baker to discuss item #4 and #5 together.

1. **Ordinance 2015-22 An Ordinance of the Tooele City Council Amending Tooele City Code Section 1-14-4 Regarding the Duties of the Finance Director and Section 1-22-4 Regarding Financial Administration**

Presented by Roger Baker

Mr. Baker said that the purpose of these two ordinances is to clarify the authority and responsibilities of the Finance Director and the City Treasurer. They are both housekeeping items to bring things up to date. He stated that previously the City Council passed an ordinance allowing the Mayor approval to pay invoices up to $20,000. There are some provisions throughout the code that still have the former $8,000 cap. They are reconciling that and changing the amount from $8,000 to $20,000. The other proposed change is to make sure there is a clear delineation of duties between the City Treasurer and City Finance Director. He indicated that introducing independence to the way the money is handled at the City is a check to make sure the money is handled safely and correctly. The money is received, receipted, and accounted for by the finance department and deposited into the City accounts by the Treasurer. The Treasurer makes sure there are sufficient funds in the accounts to pay the City’s expenditures.

**Councilman McCall moved to approve Ordinance 2015-22.** Councilman Pruden seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilwoman Winn, “Aye”, Councilman McCall, “Aye”, Councilman Wardle, “Aye” and Chairman Pratt, “Aye”.

1. **Ordinance 2015-23 An Ordinance of Tooele City Code Chapter 1-9 and 1-14 Regarding the Duties of the Treasurer and Finance Director**

Presented by Roger Baker

**Councilman Wardle moved to approve Ordinance 2015-23.** Councilman McCall seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilwoman Winn, “Aye”, Councilman McCall, “Aye”, Councilman Wardle, “Aye” and Chairman Pratt, “Aye”.

1. **PUBLIC HEARING & MOTION on Resolution 2015-39 A Resolution of the Tooele City Council Approving the Sale of a Three-Foot-Wide Strip of Land**

Presented by Roger Baker

Mr. Baker explained that there is a homeowner in the Copper Canyon development adjacent to the Copper Canyon Park that would like to purchase a 3 foot strip of the City owned park land to add to his lot to facilitate a driveway and garage that will not currently fit on his lot. The three feet will not take any of the existing park out of service; rather the three feet is part of the parking area and is currently covered with rocks and bushes. There are no irrigation lines in the three feet. The homeowner will rake the three feet of rock back onto the City’s land and fence off his property. State law requires that the City hold a public hearing when they sell a significant piece of City property. He explained that in a prior action years ago the City Council made the determination that any piece of City property is a significant piece of property and a public hearing is held to determine that it is not adverse to the City’s interest to sell the property.

Chairman Pratt stated that this is a public hearing if anyone would like to come forward and address the Council regarding this issue. No one came forward.

Chairman Pratt closed the public hearing at 7:06 p.m.

**Councilman Pruden moved to approve Resolution 2015-39**. Councilwoman Winn seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilwoman Winn, “Aye”, Councilman McCall, “Aye”, Councilman Wardle, “Aye” and Chairman Pratt, “Aye”.

1. **Resolution 2015-36 A Resolution of the Tooele City Council Approving the Annexation of Sunset Estates Phase 6 Subdivision into the North Tooele City Special Service District**

Presented by Roger Baker

Mr. Baker indicated that the area on the overhead screen in red is the current boundary of the North Tooele City Special Service District (NTCSSD). The NTCSSD was created for the Overlake development to maintain some of the special features of that development which included primarily maintenance of the 2000 North Boulevard landscaping, street signs, and street lights. He stated that since the district’s establishment the areas north of 2000 north have annexed into the district (except for the elementary school and the junior high school). Tonight’s resolution is regarding the area in blue on the overhead screen, which is Sunset Estates Phase 6; they would like to become part of the NTCSSD. One of the motivations to become part of the district is so they can comply with some of the Overlake standards for the double frontage lots. It is appropriate so there is continuity in design and appearance. If the resolution is passed the developer has some work to do by providing documents to the City and in turn the City will provide documentation to the Lt. Governor’s office to change the boundaries of the NTCSSD and these properties will be subject to the district tax for funding purposes. He noted that this is the plat document that will accompany the documents to the Lt. Governor’s office.

**Councilwoman Winn moved to approve Resolution 2015-36**. Councilman Wardle seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilwoman Winn, “Aye”, Councilman McCall, “Aye”, Councilman Wardle, “Aye” and Chairman Pratt, “Aye”.

1. **Minutes: August 5, 2015**

**Councilman McCall moved to approve the minutes for the meetings held August 5, 2015 as presented.** Council Pruden seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilwoman Winn, “Aye”, Councilman McCall, “Aye”, Councilman Wardle, “Aye” and Chairman Pratt, “Aye”.

1. **Invoices**

Presented by Michelle Pitt

Mr. Pitt presented the following invoice for payment:

* Rehrig Pacific Company for the purchase of 486 garbage cans in the amount of $28,244.74.

**Councilman Pruden moved to approve the invoice as presented by Ms. Pitt.** Councilwoman Winn seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilwoman Winn, “Aye”, Councilman McCall, “Aye”, Councilman Wardle, “Aye” and Chairman Pratt, “Aye”.

1. **Adjourn**

**Councilman Wardle moved to adjourn the meeting.** Councilman McCall seconded the motion. The vote was as follows: Councilman Pruden, “Aye”, Councilman Wardle, “Aye”, Councilman McCall, “Aye”, Councilwoman Winn, “Aye”, and Chairman Pratt, “Aye”. The meeting adjourned at 7:12 p.m.

*The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.*

Approved this 2nd day of September 2015

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Brad Pratt, Chairman Tooele City Council