

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING**

Tuesday, April 26, 2016 – 7:00 p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404

Present: Mayor Bruce Richins, Council Member Jeff Pearce, Council Member Gary Robinson, Council Member Jennifer Jensen, Council Member Mike Murtha, Council Member Ruth Pearce.

Staff: Bill Morris, City Administrator, Gene Bingham, Public Works Director, Keith Wheelwright, Police Lieutenant, Lynn Fortie, Treasurer, Pamela Crosbie, Finance Clerk, Jennie Knight, City Recorder, Richard Hill, Bailiff.

Visitors: Jason Watterson, Austin Teuscher, Michelle Tait, Nathan Averill & Family, Anna Hadley, Nathan Saunders, Michael Saunders, Allison Clark, Nancy Clark.

6:00P.M. BUDGET WORK SESSION

Mayor Richins informed Council he would like to begin where they left off after the previous work session. He asked Council if there were any outstanding questions from the first three pages. Mayor Richins informed Council they are targeting the RAMP revenue to resurface the tennis courts. Gene Bingham said this was last done in 1991-92. Mayor Richins pointed out the grant amount may not cover the entire expense so the remainder will be taken from the parks improvement fund.

Council Member Murtha asked what will happen if Council cannot come to an agreement on questions. Mayor Richins said there is usually a consensus on items. He also stated they can vote on issues where there is no consensus. Council Member Murtha recommended they just address the questions from Council rather than going through the budget line item by line item. Mayor Richins said the line item method is helpful when reviewing each department.

Lynn Fortie said the salaries for Mayor and Council have been adjusted according to the length of service. He also pointed out the billing for The League of Cities and Towns was adjusted to \$3400. Mayor Richins said this is based on population. Council Member Robinson asked for clarification on the council rates. Mayor Richins said the resolution was passed several years ago and finally incorporated which implemented an increase for each year served. Council Member Robinson recommended the Mayor and Council wages go back to the 2004 rates at least; cut the Council wages down to \$100 per month. Mayor Richins pointed out this won't affect the overall deficit much. Council Member Murtha recommended an 80% reduction for Mayor and Council. He said this would be a savings of \$13,800.

Council Member Jensen disagreed with the recommendation pointing out they work hard for the little money they collect. Just as she would like to retain good employees she would like to see good Council Members serve. She is not willing to do that. Council Member Robinson said he would likewise cut the travel and training. Mayor Richins

asked for more specifics on what to cut. Council Member Jensen said she doesn't feel like there is overspending in this area as some Council Members do not attend all of the training. Council Member Jeff Pearce recommended leaving these items the way they are; saying they are the lowest paid Council anyway. Council Member Robinson said in his opinion people do not run for Council based on the wages, this is public service, not to make a wage. Council Member Jeff Pearce pointed out the donated time he already gives to the city in lost wages for attending additional meetings such as Project Management. Mayor Richins suggested holding that recommendation until later. Council Member Robinson recommended cutting the training budget by 50%. Council Member Jensen disagreed saying the information gained from training is valuable; using the Farmer's Market as an example. Council Member Robinson suggested Council Members take turns attending the training. Council Member Jensen said not everyone attends the training conferences as it is. Council Member Jeff Pearce asked if there is even room to cut this budget. Pamela Crosbie clarified this number is not accurate; she has yet to receive the hotel and other reimbursements from the recent ULCT conference. Council Member Jensen said she enjoys the information received at these trainings. Council Member Robinson said the training sessions should be shared among the other Council Members. If they expect the citizens to pay for training, they should be sharing the information learned. Council Member Murtha said he feels there should be more communication among Council. Council Member Ruth Pearce pointed out there is no hotel billing for the Salt Lake conference. Mayor Richins said just the conference fees and gas for travel. Council Member Robinson asked if the other Council Members have shared learned information from the conferences. Council Member Jensen said she shares this information throughout the year.

Council Member Robinson asked what benefits are taken out of Mayor and Council wages. Lynn Fortie said just FICA. Council Member Murtha asked for clarifications on the opinions of Council. Council Members Jensen, Ruth Pearce, and Jeff Pearce voted against making any change to these wages. Council Members Robinson and Murtha were in favor of making cuts. Council Member Robinson again stated he feels these are high. Lynn Fortie said the benefits also include worker's comp. Pam Crosbie pointed out any benefits for Mayor and Council are minimal as required by law.

Council Member Murtha made a recommendation that they refrain from discussing wages and salaries for the purposes of this budget discussion. He would like to see current wages before they determine an increase. Council Member Jensen said she disagreed. Council Member Murtha said he was concerned that some individuals may be receiving a double increase.

Lynn Fortie explained the numbers in the Justice Court section are provided directly to him therefore he does not have much to disclose. Unless there are questions on this there is no reason to go through line by line. Council Member Ruth Pearce asked what benefits are included. Council Member Robinson asked if there is an itemized list. Pam Crosbie explained the Judge and Nikki Green are paid out of the Justice Court. Shanna Edwards is split between court and her other job responsibilities. Council Member Robinson asked what makes up the budget for wages and salaries. He also asked what subscriptions are being paid. Mayor Richins suggested Council Member Robinson create a list of questions to be answered by staff. He asked Council Member Robinson if getting a copy of the check register each month might help answer some of these

questions. Mayor and Council gave a brief discussion about how much accountability they have to the tax payers.

Lynn Fortie explained there was an increase in benefits in the Administration with an employee now taking family coverage. Jennie Knight pointed out the computer equipment in administration can be lowered to \$5,000. Council Member Gary asked about what is included in the office supply line item. Pam Crosbie said all of the office supplies for every department come out of this budget. Any specific forms are billed directly to each department but general supplies are shared out of this budget. Council Member Robinson asked if there are sub accounts. Lynn Fortie said no, but the detailed ledger would show these purchases. Council Member Robinson asked if there is a purchase request for each item. Gene Bingham said there are purchase orders for each item and they are tracked in a log. Pam Crosbie pointed out all staff members use the resources out of the office supply. Gene Bingham said when the budget comes in at the end of the year his department will have a surplus; these numbers are all projections. Council Member Robinson said he is looking at the bottom line. Council Member Murtha said he is comfortable with the information he has received from Gene on his numbers. Council Member Robinson said he is looking at the deficit. Lynn Fortie pointed out he prints the financials on both sides of the paper to eliminate waste. Council Member Jensen commended staff for their hard work.

Lynn Fortie asked if there are any questions on the next section. Council Member Ruth Pearce said CERT is now funded through the county so unless they decide to have a city continuing education class there is no need for this line item. They would only need to reimburse residents who attend the county training. Lt. Wheelwright said he usually pays for the training out of the emergency preparedness budget.

Council Member Murtha asked if the city has received anything from animal control with their projected numbers for the next year. Pam Crosbie said she has not received this yet. Council Member Murtha said he feels like it is overkill to have very little expenditure and a large projected number on line items. He said for equipment there was a \$5,000 budget with only \$30 spent. There are no notes to explain this. He suggested lowering this item to \$2,000. He also stated he feels staff should have a good indication of what they should be spending based on past history. Council Member Jensen said this will just show as surplus. Mayor Richins suggested \$1,000 for this item. Mayor and Council all agreed.

Mayor Richins pointed out the park development is paid from impact fees. Lynn Fortie clarified this will not affect the underlying deficit because it is paid by the collected impact fees on new development. Gene Bingham stated that once an item has been entered into the budget, even if it is only a one time purchase, the account is still there. Lynn Fortie explained that budget line items are never removed once created for historical record. Gene Bingham further explained that capital project fees must be used for new growth projects, not maintenance of existing structures or improvements. Many of these can be saved for six year duration but they are not general fund monies. Mayor Richins said half of the playground in the main park must be replaced. Bryan Fife confirmed this need. Council Member Murtha said he would like that level of detail included in the budget notes. Bryan Fife responded this is not yet included in the budget worksheet. Council Member Murtha asked what this has been set aside for. Bryan Fife said he is unaware of what the expenditure is for on this worksheet.

Council Member Murtha asked what the cabin repairs/maintenance/furnishing line item is for. He expressed his desire to hold people accountable by collecting their deposits and recommended reducing this by half. Gene Bingham pointed out the collection of deposits goes directly into the general fund and will not reflect on the worksheet to pay for these things. Pam Crosbie explained this is not a pass through account. Mayor Richins asked if there are any scheduled improvements for the cabin this fiscal year. Gene Bingham clarified there are no major plans. He already provided the general maintenance numbers to Council Member Murtha.

Council Member Robinson asked what is covered under custodial services. He said only some of this is being spent. Mayor and Council gave discussion on what is being included on custodial services. Pam Crosbie indicated the cost is about \$1100 per month for these services. Council Member Robinson asked if this has been put out to bid. Mayor Richins recommended cutting this budget to \$15,000. Council Member Robinson disagreed, he would like to further cut, but all others agreed.

Council Member Robinson asked about computer services. Council Member Murtha pointed out there is historical record to support this line item. Mayor Richins pointed out when items of this nature fail to work, they must be fixed immediately to continue business.

Lynn Fortie asked for clarification on the use of park impact fees for this next year.

Bryan Fife said there is an immediate liability issue with the parking around the Parks and Recreation building. He recommended a fence be installed for protection and also outside storage. Council Member Jensen asked Bryan Fife to prepare an outlined plan for the next meeting including potential costs.

Mayor and Council agreed to table this discussion and reconvene after the Heritage Days discussion.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Richins called the meeting to order and welcomed all visitors.

2. Opening Ceremony.

Council Member Jensen led the pledge of allegiance. Jason Watterson, Utah Local Government Trust, presented an award to the city. He gave a brief history of the services provided through the Trust, including risk management which has an accountability program. The number one loss for organizations is automobile accidents, with sewer loss as second. Part of the accountability program is having sewer inspections every year to make sure they are maintained properly and any issues are corrected. The automobile accountability program includes having driver's license records on file to make prudent decisions. Another requirement is developing a safety committee where everyone discusses appropriate safety measures and how to make our community safer. Prevention is the key and keeping documentation when inspections are conducted provides a good record. This is the second year Harrisville City has received this award. A cash award is given back to the city with a 1.5% discount on worker's comp per year for up to three years. By looking for ways to prevent

losses we far exceed the discount offered. Jason Watterson presented Mayor Richins with the Accountability Program award.

Council Member Robinson asked if the trust conducts classes for cities. Jason Watterson explained there are classes available all of the time. They are also willing to be onsite for additional trainings anytime the city requests. Additionally, they hold webinars quarterly. There are classes on general safety, front line classes, land use, and loss prevention. Council Member Robinson asked if near miss incidents are reported. Jason Watterson said yes, these are reported and discussed in front of the safety committee. If they are looking to the root of the cause, they will reduce incidents and prevent future incidents.

3. Consent Items.

- a. Approve the minutes of April 12, 2016 as presented.
- b. Harrisville City Proclamation 2016-01; Senior Corps Week

MOTION: Council Member Murtha motioned to approve the minutes of April 12, 2016 as presented. Council Member Ruth Pearce seconded the motion. All Council Members voted aye. Motion passed.

Bill Morris said this proclamation came out of WACOG as a request to recognize the senior citizens in our area.

MOTION: Council Member Ruth Pearce motioned to approve Harrisville City Proclamation 2016-01; Senior Corps Week. Council Member Jensen seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **Discussion/possible action on Harrisville City Ordinance 479; International Fire Code Update.**

Bill Morris explained that Ryan Barker from North View Fire Department presented some changes that were proposed to increase the response to meet the requirements for inspection. He then worked out the details and specified in this ordinance that the current fire code adopted by the state will be automatically adopted by us.

Council Member Jensen asked if condo units are included in this amendment. Bill Morris responded these will apply in the new code. This mainly addresses exemptions, how the appeal authority is structured, storage of flammable products, and how things are setup administratively. Council Member Robinson asked what a class one chemical is. Bill Morris said he can only guess this is based on what type of chemical is involved. An answer can be requested from Ryan Barker if necessary.

MOTION: Council Member Jeff Pearce motioned to approve Harrisville City Ordinance 479; International Fire Code Update. Council Member Jensen seconded the motion. A Roll Call vote was taken.

Council Member Ruth Pearce	Yes
Council Member Murtha	Yes

Council Member Jensen **Yes**
Council Member Robinson **Yes**
Council Member Jeff Pearce **Yes**

Motion passed 5-0.

**b. Discussion/possible action on Harrisville City Ordinance 469;
Business License Regulations and General Revenue.**

Bill Morris explained Lynn Fortie has provided some projected numbers associated with the Better Business Program. They do not know how many businesses will participate in this but the chart shows what percentage reduction will be given. He also clarified this will only include the good landlord program and not adopt new fees for business licenses. Council Member Jensen said she wasn't sure she wanted to raise fees but after further thought she feels if there is a discount to be given, she would like to raise the fees. She would like to hold businesses accountable for the public safety calls. She doesn't feel like the tax payers should pay for police calls to businesses by the city subsidizing these calls. Bill Morris suggested phasing the rate in over time by applying 25% over a four year period. Council Member Jensen said she feels this would be a good idea. Council Member Robinson said the businesses do support the city by generating sales tax revenue. Bill Morris said assuming the businesses generate sales tax. Council Member Robinson said he feels it would be a bait and switch to raise the license fees by 25% and then give them a discount. He doesn't feel this is an incentive. Council Member Jensen said the incentive is to attend the training to receive the discount.

Council Member Robinson said he feels the city should implement a program that allows residential homes to rent out the basement for additional income. Council Member Pearce said current ordinance allows single family homes to be just that, single family homes. Council Member Murtha said the state is driving this. Council Member Robinsons said family members are currently allowed to rent to other family members. Mayor and Council gave discussion about associated business costs.

MOTION: Council Member Ruth Pearce motioned to approve Harrisville City Ordinance 469; Business License Regulations and General Revenue. Council Member Robinson seconded the motion. A Roll Call vote was taken.

Council Member Ruth Pearce **Yes**
Council Member Murtha **Yes**
Council Member Jensen **No**
Council Member Robinson **Yes**
Council Member Jeff Pearce **Yes**

Motion passed 4-1.

5. Public Comments - (3 minute maximum)

Nathan Averill, 1292 Georgia Ave., wanted to comment on the business license fee ordinance. He suggested the underlying charge for the business fees should be going

up. If the study recommended the fees are supposed to be increased, he as a tax payer should not pay for these businesses. These fees should match the cost of doing business in Harrisville.

6. Mayor/Council Follow-up:

Council Member Ruth Pearce reported that Susan Crothswaite would like to start the Farmer's Market in June with a list of early crops. Also there is a grant available for people to buy seeds and plants. They can pick up the cold market items in June. She has grant money to cover salaries for people to clean the bathrooms and park after each market. Additionally, she has EMT's to cover the health department requirement. She has a line up of entertainment and vendors. A lot of these same vendors will doing the market in Marriott-Slaterville on Saturday and would like to come on Thursday to Harrisville. She is recommending the market begin in June and run through October. Bill Morris said they would like to be consistent with the regular park schedule by closing the end of September. He pointed out there is a lot of trust involved for the city to begin this process without prior knowledge of this individual. Council Member Pearce said she has only communicated with Susan through email. Council Member Jensen asked if she has secured the grant money. Council Member Ruth Pearce said she indicated this money could be counted on. Bill Morris said Susan is active on a subcommittee for the department of agriculture. Council Member Murtha pointed out there was a lack of volume last year and asked if she can guarantee there will be vendors. Council Member Ruth Pearce commented that last year was the first year and it sometimes takes some time to get the ball rolling. Bill Morris said he likes to have people volunteer their efforts but if there are issues, we will not support this again. Mayor Richins expressed his support. Mayor and Council agreed to check with recreation on baseball dates to avoid conflicts.

Council Member Murtha reported on the Better City interviews saying the study is going nicely. He is currently working with other cities to get results of a spending study that Pleasant View is currently conducting. There will be a lapse in time before we see some kind of results. He would like to see the highest and best use of the areas throughout the city. He has also been collecting business owner's contact information so they can participate in this economic push. He will provide more visionary ideas in the future.

7. Adjourn.

Mayor Richins declared the meeting adjourned at 7:42pm.

8. HERITAGE DAYS WORK SESSION

Council Member Jeff Pearce asked if they are still having full Saturday activities. Council Member Jensen said they just need to decide on vendors. Council Member Murtha said he thought they agreed to have the Farmer's Market on Thursday, 5K on Friday, and short activities in the evening with fireworks for Saturday. Council Member Murtha asked how much cost was included for this event. Mayor and Council said the fireworks go out of a different budget line item. Pam Crosbie pointed out the fireworks have already been paid for. Council Member Murtha asked for clarification on the mass gathering permit. Council Member Jensen said they have specific requirements listed

out by the health department. Council Member Murtha said the 5K will be less than \$1000. Council Member Jensen reminded Council they charged for the run but the city paid for shirts. Council Member Pearce said they may need to plan a little more for Weber county permit.

Mayor and Council gave discussion on what to do for an evening dinner. Council Member Jensen suggested having a food truck event. This wouldn't cost the city anything. Mayor and Council agreed this would be a cost effective way to have dinner available. Council Member Jensen agreed to provide a food truck vendor list to Council Member Jeff Pearce for him to contact them. She also suggested reducing the Heritage Days budget to \$5,000. Mayor and Council agreed. Discussion was also given on the dance. Mayor and Council decided to have food available from 6pm-8pm, the dance from 8pm-10pm, and fireworks at 10pm; sound system contact information was given to Council Member Pearce.

Council Member Murtha asked about lighting carts. Gene Bingham said he has reserved items the same as last year.

BUDGET WORK SESSION cont.

Council Member Murtha asked if there will be a work session before the tentative budget to discuss the wage increase. Mayor said they can discuss the 3% increase that is already included in the proposed budget. Council Member Robinson said they will not be discussing wages or salaries tonight.

Council Member Ruth Pearce suggested implementing a no idle policy. Lt. Wheelwright said this may increase maintenance on computers and other equipment if this is a no idle policy. Council Member Ruth Pearce commented if the officers are inside the building, they do not need to idle. Lt. Wheelwright said there are still times they must idle to maintain their ability to respond properly to emergency calls, such as during winter to keep windows defrosted. He agreed to work on reducing the amount of idle time but when they are responding on calls and accidents, they must idle. Council Member Jensen asked if they can put together a plan to address idling. Council Member Murtha expressed his desire to develop this as a policy that applies to the entire city. Mayor Richins asked if Recreation or Public Works ever find times they idle. Gene Bingham said this is not good for diesel motors and they have little to no idling time. Council Member Murtha agreed the department heads would be able to manage the policy themselves. Mayor Richins asked Bill Morris to draft a no idle policy that would address the public safety needs.

Lynn Fortie pointed out a slight increase in the Lexipol line item; the billing came in so they have increased the budget to cover this. Lt. Wheelwright clarified this is a policy manual they use. Council Member Murtha asked about the physical fitness incentive. Lt. Wheelwright explained this is a volunteer program for the officers who are paid a bonus based on their performance at the baseline standards. If everyone is scored on the baseline police academy standards the total cost is \$2000 to the city. Council Member Murtha asked why there hasn't been money paid out of this budget. Lt. Wheelwright explained this test is conducted in May. Council Member Robinson asked if this money incentive has changed over the years. Lt. Wheelwright explained this is the same amount since they initiated the program. He also explained some police departments make this a mandatory requirement. The Trust does not require this so our policy

includes this as a bonus. Council Member Jensen expressed her desire to leave incentives like this for employees. Lt. Wheelwright said other departments pay for employees to attend the gym. They recently purchased some new equipment that can be utilized by employees. Council Member Murtha said North View Fire Department has three memberships that are shared among employees.

Council Member Robinson asked for a breakdown of travel and training expenses. Lt. Wheelwright explained the officers must attend mandatory conferences through the state to receive certifications. Additionally administration must attend trainings to maintain compliance. Council Member Jeff Pearce pointed out a lot of this training helps to keep the city out of trouble. Lt. Wheelwright explained 40 hours of annual training per officer is required for certification. Council Member Robinson asked about ammunition and whether this is purchased through a government contract. Lt. Wheelwright said they do participate in an ammunition purchase contract through the state. One of the annual qualifications is to shoot a minimum of twice a year. That uses up most of the ammunition they purchase. They use the Brigham City range at no cost to the city. It takes about two days to get all of the officers certified.

Council Member Murtha asked about overtime and holiday pay. He recommended a \$13,000 budget for that line item. Lt. Wheelwright explained if there was one single incident, it would eat up the entire budget. For example, the shooting at Walmart included massive amounts of overtime to investigate. Council Member Murtha still recommended a reduction from \$15,000 to \$13,000. Council Member Jensen agreed. Lt. Wheelwright pointed out some of this budget is for holiday pay so this would have to be broken down. Council Member Robinson asked how many holidays are included in the calendar year. Pam Crosbie explained employees have 11 paid holidays. Mayor and Council agreed to reduce the overtime and holiday pay to \$13,000.

Council Member Murtha said he has not seen enough evidence to justify the purchase of two new vehicles for public safety. Lt. Wheelwright asked for clarification. Council Member Murtha said he took the overall depreciation value on the maintenance for these vehicles and doesn't feel like this justifies replacement. Lt. Wheelwright pointed out the maintenance budget is not up to date. There have been additional repairs that are not yet included. Council Member Murtha stated that in his opinion, vehicles will let you know when they are having issues. He would like to extend beyond the five year period, if the vehicle is still working, and vehicle maintenance is not exceeding the use of the vehicle, he recommends keeping the vehicle. Council Member Ruth Pearce agreed. Council Member Jensen asked what the normal rotation period is for vehicles. Lt. Wheelwright explained the recommended purchase time frame for police vehicles is three years. They wait until five years. Council Member Jensen pointed out if they do not purchase any vehicles this year, will the need increase to four vehicles next year. Lt. Wheelwright explained that has been the case in the past. They have held off purchasing vehicles at times and then found themselves in the position where several vehicles had to be purchased at the same time. The mustangs are worth more this year than they will be next year if they wait. Council Member Ruth Pearce suggested officers rotate through the cars rather than each having their own vehicle. Lt. Wheelwright pointed out all of the vehicles would have to be replaced yearly if that were the case because of the usage. He also pointed out all of our officers are on call all the time. They must also live within 20 minutes to respond to a call.

Council Member Murtha said he took his time evaluating this and doesn't feel this will be an issuing delaying these purchases. Lt. Wheelwright said one of these vehicles will start to be a liability within the next year. Council Member Murtha said he would like to do an analysis of the maintenance on the vehicles. Council Member Jensen pointed out the 2010 vehicle was actually purchased in 2009; this is longer than the five year period. She feels like one vehicle would be justified, that way they would still be staying within the five year purchase period. Council Member Murtha said he feels the motor pool area needs to be tightened up. He stands with his recommendation for no replacement public safety vehicles. Council Member Jensen recommended the purchase of one vehicle. Council Member Ruth Pearce said she feels all of the police cars should be marked. She disagrees with the use of police vehicles for personal use. This is a cost for the city with gas and maintenance on the vehicles. Lt. Wheelwright explained that investigators cars are never marked for safety reasons due to the nature of their work. He also explained that police chief vehicles are not usually marks because of the safety concern as well. His own vehicle is not marked because he helps work the investigations. As for the personal use of the vehicles, he stated he does not use his vehicle for personal use because they must carry their guns and be signed onto the radio when in their vehicle. The detective follows the same protocol. As for the chief, he will not speak on his behalf. Lt. Wheelwright also explained the associated costs with replacing patrol vehicles. They are typically \$10,000 more to equip because of the marking and other required equipment. They could reduce the budget by getting explorers and not F150's. Council Members Jensen and Jeff Pearce voted to replace one vehicle. Council Members Ruth Pearce, Robinson, and Murtha voted against the purchase of any police vehicles. Mayor Richins pointed out they may be taking a risk that these vehicles may not retain their value by next year. Council Member Murtha recommended a 10% reduction in the gas budget. He also asked about the tasers included in the budget. Lt. Wheelwright explained tasers have a five year life cycle and they have not purchased any tasers since 2006. Council Member Murtha asked about dash cameras. Lt. Wheelwright said dash cameras have become an industry standard with all marked vehicles having them. They have helped resolve court cases much faster. Mayor Richins asked about body armor. Lt. Wheelwright said this has a five year life span. He said the current budget is not accurate because they have purchased body armor but it is not reflected yet. He also explained old body armor is used in case of an active shooter incident for additional protection. Three or four officers are in need of replacement. Whenever they are in uniform, they must be wearing body armor. Council Member Murtha said this only covers roughly half. Lt. Wheelwright said four sets are needed. There are still two people this year who need to purchase body armor. Council Member Jensen recommended keeping this line item. Council Member Jeff Pearce said officer's lives are worth providing necessary protection. Lt Wheelwright clarified this is not hard shell equipment; this is the soft armor that is concealed under their uniforms. Mayor and Council agreed to leave this as is. Mayor Richins asked about alcohol enforcement. Lt. Wheelwright explained this is returned by the state for seat belt and alcohol enforcement quarterly. This is refunded back into the general fund.

Council Member Murtha asked what is needed for miscellaneous purchases. Lt. Wheelwright said he thinks that was to purchase a CERT trailer that was never bought. Mayor and Council agree to remove this item.

Lt. Wheelwright explained the line items for SWAT, CSI, and Strike Force are listed because we do not support these functions with man power; although these services are available when necessary. We are actually saving money by not having to send people to training to cover these items.

Council Member Ruth Pearce recommended paying the council member who attends Project Management. She stated Planning Commissioners receive \$50 compensation for their attendance. Pam Crosbie explained this will put them into a bracket that requires taxing this as a wage. That is why this is a specific amount as compensation. At the end of the year, if they went over, she would have to collect taxes on the entire year.

Council Member Robinson suggested reducing code enforcement. Gene Bingham pointed out this section will be restructured shortly with the newly implemented employee changes. Council Member Robinson asked what the plan check fees cover. Bill Morris clarified this is the cost of the building inspector's review of plans. He also stated if more economic development occurs, this will exceed the budget amount. Mayor Richins also pointed out residential building permits have doubled. Council Member Jeff Pearce said there is additional income to be expected on the building side as well. Mayor Richins said many of the items listed under Building Inspection/Planning will be transferred under Public Works. They have yet to discuss all of these upcoming changes.

Council Member Murtha asked about the tool line item listed in public works. Gene Bingham pointed out this is not an accurate number because the worksheet is not up to date. He did not bring his log book that shows the up to date purchases. He feels like this is a pretty legitimate number but is happy to bring this in line if it has excess. Gene Bingham also reviewed the budget notes that explained the truck that is listed for replacement is 10 years old. He tries to go 10 years on the smaller trucks and they have already had to put \$3000 into this truck. When he has to put money into them, he feels it is time to replace them. Last time they were able to recoup more than they thought they would. All of their equipment is worth over \$1 million between public works and parks and recreation. He tries to gauge how long equipment will last before it starts costing the city money in repairs. They start to put money into the motor pool before that date so when they purchase new equipment the money is available.

Another issue on their equipment is weather driven. If they have a lot of snow one year, all of the numbers increase. Gene Bingham pointed out it is easier to have a surplus at the end of the year than to try to come up with the money. He said the travel and training budget is now almost depleted because they have attended their yearly training. He also recommended that random drug and alcohol testing be mandatory for all city employees. He also pointed out that most of the training they attend is offered through the trust. He applies for a TAP grant each year and he uses about \$500 of that to purchase membership to the rural water so they can attend their free training. They also send two people to road school offered by UCLT each year.

Council Member Robinson said the cost of fuel is down significantly. Gene Bingham clarified that the fuel budget includes the parks and recreation as well. He tracks all gas

use with separate codes for the employees using it. If he had to break out parks and recreation it would just be more time consuming. Council Member Robinson suggested reducing the fuel line item. Council Member Murtha suggested a reduction of 18%. Gene Bingham said that would be fine. Mayor Richins suggested waiting further until more accurate numbers come in for the yearly usage. Council Member Robinson asked what fuel provider we use. Gene Bingham said Kellerstrauss. He stated the taxes are broken out and we do not pay taxes on the fuel.

Council Member Murtha asked about reducing the equipment and repairs line item. Gene Bingham said he would like to leave that alone. Some of the overtime has not been taken out correctly and he would like to error on the safe side. Council Member Murtha suggested taking \$5,000 from snow removal overtime. Gene Bingham agreed. He said he has some employees that would rather take comp time instead of overtime anyway.

Mayor and Council agreed to reduce Heritage Days from \$10,000 to \$5,000.

Council Member Murtha suggested reducing the building and grounds budget. Bryan Fife informed Council they are not currently meeting our Forestry code that states we should be planting two trees for every tree removed. Also there is a boar issue that is killing the trees in the parks. Bill Morris clarified this is correct. He has an itemized budget to address this. The cost of trees is quite high and dead trees and limbs create a safety hazard. Park projects include anything from sprinklers, the purchase of supplies, to cleaning restrooms. This is all included in the park budget. Council Member Jensen said if they intend to replace any trees, they will not have enough money. Council Member Murtha asked to reduce the travel and training line item. Bryan Fife agreed. Council Member Murtha asked about the youth baseball/softball budget. Bryan Fife said he is out of budget for this current year. Mayor Richins asked if this is due to the demand for additional equipment. Bryan Fife said this equipment is heavily used. Council Member Jensen suggested conducting a coaches meeting addressing the need to maintain equipment properly. Bryan Fife informed Council one requested item for field mix is to allow the southeast fields to be used. Council Member Jensen commented that there are currently not enough fields. Bryan Fife confirmed the need for these fields and stated the mix will last for about 10 years. Council Member Murtha asked if the grass edger, weed eater, and backpack blower could all be delayed. Bryan Fife said the tractor aerator is necessary to give the trees oxygen. This will help with the wood boar issue. The drill press is to be used to remove the tree/stump by the bowery. Mayor and Council gave discussion about liability and the tree/stump removal process trying to determine where to cut. Bryan Fife also pointed out he is trying to build a proper parks and recreation budget.

Council Member Robinson asked about how many youth are participating in the program and how much is being charged. Bryan Fife explained there is a \$35 charge which includes the jersey for basketball or the shirt/hat for baseball. There are 24 teams this year for baseball/softball. Council Member Jensen said she loves the increase. Council Member Robinson expressed he has a hard time with city sponsored recreation. He then asked about the utility line item. Bryan Fife said he does not have a breakdown of this budget line item. Pam Crosbie explained this is to pay normal utilities such as Bona Vista water, power to the bowery, restrooms, tennis court lights, etc.

Council Member Robinson asked if there are electrical lines running around the retention ponds. Gene Bingham clarified they haven't put any power lines around the retention basins. Mayor Richins pointed out this may have been done a long time ago but did not recommend spending any money to remove them.

Council Member Murtha asked about the expenditures on equipment. Lt. Wheelwright said they must upgrade to new radios because the old ones will not be supported. He also informed Council the actual cost of the new radios has doubled. He said the car radios are upgradable still but the hand held radios are not. Council Member Murtha asked if the quote included the GPS option. Lt. Wheelwright said the GPS option was not included. He also said they won't know the exact amount to purchase these until they make the purchase. The state is mandating this upgrade. They will purchase as many as they can within the budget.

Mayor and Council gave discussion about fencing the Parks and Recreation building. Bill Morris said they could likely use impact fee to address this. Council Member Murtha asked if the auditor would approve that. Bill Morris said yes, this would be covered by an audit and he likes to use some of the impact fees on small projects. Bryan Fife also informed Council there is a water leak at the Parks and Recreation building that needs to be addressed on the improvements.

Mayor Richins informed Council the Central Weber Sewer rates will be increasing again this year. Lynn Fortie asked if Council would like to pass this on to residents; if they do not there will be nothing to build a reserve. Mayor Richins said there are huge costs to meet the new regulations on sewer treatment plants. Mayor Richins said a slight increase over continuous years is easier than a onetime large hit. Gene Bingham suggested finding out what their treatment costs will be and increase accordingly. Mayor Richins pointed out they don't want to get behind. This way they can pay Central Weber Sewer and leave enough to build a reserve. Gene Bingham said there is a healthy balance in the sewer fund. This is not general fund generated but collected through utility fees.

Gene Bingham also informed Council the storm water fees now cover street repair and patching. This has been taken out of the general fund in the past but is allowed to be taken out of the storm water utility fund. This fund is for storm water enforcement, best practices, and training. They are also allowed to purchase the street sweeper through this fund. We've been generating an average of \$80,000 per year from this fund.

Council Member Ruth Pearce asked if any employees are assigned to storm water. Gene Bingham responded that one employee wages are subsidized by this fund which helps keep additional money available in the general fund.

Council Member Murtha suggested reducing the storm water enforcement line item. Gene Bingham said some of the training for enforcement was paid out of the public works budget instead and there was training attended that is not accounted for. There is a storm water training which is attended in the fall that is not showing.

Council Member Murtha recommended reducing the approach/gutter replacement line item to \$6,000. Mayor Richins pointed out this is not funded out of the general fund.

Council Member Murtha asked to revisit the tools line item in public works. Gene Bingham said he would like to get his budget journal which includes an up to date total before reducing that line item.

Council Member Murtha asked to revisit the police health incentive line item. Council Member Jensen recommended leaving this incentive. Council Member Ruth Pearce agreed with leaving this. Council Member Robinson suggested paying a gym membership instead. Council Member Jeff Pearce agreed with leaving this. Mayor Richins declared the meeting adjourned at 10:00p.m.

ATTEST:

BRUCE RICHINS
Mayor

JENNIE KNIGHT
City Recorder
Approved this 10th day of May, 2016