

**NORTH OGDEN CITY COUNCIL
MEETING MINUTES**

February 20, 2018

The North Ogden City Council convened in an open meeting on February 20, 2018 at 6:03 p.m. at the North Ogden City Office at 505 East 2600 North. Notice of time, place, and agenda of the meeting was posted on the bulletin board at the municipal office and posted to the Utah State Website on February 15, 2018. Notice of the annual meeting schedule was published in the Standard-Examiner on December 31, 2017.

PRESENT:	M. Brent Chugg	Mayor
	Blake Cevering	Council Member
	Sara Fawson	Council Member
	Cheryl Stoker	Council Member
	Phillip Swanson	Council Member
	Carl Turner	Council Member

STAFF PRESENT:	Jon Call	City Administrator/Attorney
	Annette Spendlove	City Recorder/HR Director
	Evan Nelson	Finance Director
	Tiffany Staheli	Parks & Recreation Director
	Trent Wilkins	Sanitary Sewer Superintendent
	Justin Shinsel	Public Works Inspector

VISITORS:	Mark Daniels	Charlotte Ekstrom
	Aaron Christensen	Ruston Monsen

Mayor Chugg called the meeting to order. Council Member Swanson offered the invocation and led the audience in the Pledge of Allegiance.

CONSENT AGENDA

1. DISCUSSION AND/OR ACTION TO CONSIDER JANUARY 16, 2018 CITY COUNCIL MINUTES

Council Member Swanson motioned to approve the January 16, 2018 City Council Meeting minutes. Council Member Fawson seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

ACTIVE AGENDA

1. PUBLIC COMMENTS

There were no public comments.

2. DISCUSSION AND/OR ACTION TO CONSIDER ACCEPTING THE WASTEWATER PLANNING PROGRAM ANNUAL REPORT

Sanitary Sewer Superintendent, Trent Wilkins, presented the 2018 Wastewater Planning Program Annual Report to the City Council. He provided a brief overview of the information included in the document as mandated by the State of Utah. The document must be submitted to the State by April 15, 2018.

Council Member Turner inquired as to the average annual expenditure for improving the City's sewer infrastructure. Mr. Wilkins stated that each year the City spends approximately \$300,000 to install a sleeve material in pipes throughout the City; the sleeve material lines the inside of concrete pipes, preventing the need to replace the pipe and resulting in significant savings. He stated this process provides for rehabilitation of existing sewer and will last up to 50 years. Council Member Fawson asked when the City started the process of relining pipes and how long it will take to complete the entire City. Mr. Wilkins stated that it was seven to ten years ago, but he is unsure of how long it will take to complete the entire City. He stated that question would be better answered by Public Works Director Espinoza.

City Administrator/City Attorney Call added that new development projects in the City are required to use PVC pipe, which is projected to last 80 years. He stated that when concrete was used, it was projected to last 40 years.

Council Member Swanson motioned to accept the Wastewater Planning Program Annual Report. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

3. DISCUSSION AND/OR ACTION TO CONSIDER NORTHVIEW PHASE V SUBDIVISION CONDITIONAL APPROVAL.

A staff memo from Public Works Inspector Justin Shinsel explained he has completed an inspection of Northview Phase V Subdivision and found it to be in conformance with City Codes and Standards.

Mr. Shinsel reviewed his staff report and recommended conditional acceptance of Northview Phase V Subdivision. He facilitated brief discussion among the Council regarding the terms of conditional acceptance.

Council Member Turner inquired as to the party responsible for any damage to infrastructure in the project until the time it receives final acceptance by the City. Mr. Shinsel stated the City is in the process of creating an additional inspector position in the Public Works Department to oversee storm water protection. This person will handle storm water protection in subdivision projects and enforce the project's storm water protection plan. However, the ultimate responsibility lies with the developer and that developer could seek participation from any subcontractor working at the site.

Council Member Swanson motioned to accept Northview Phase V Conditional Approval. Council Member Turner seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

4. **DISCUSSION AND/OR ACTION TO CONSIDER STOREY FARMS
SUBDIVISION CONDITIONAL APPROVAL.**

A staff memo from Public Works Inspector Justin Shinsel explained he has completed an inspection of Storey Farms Subdivision and found it to be in conformance with City Codes and Standards.

Mr. Shinsel reviewed his staff report and recommended conditional acceptance of Storey Farms Subdivision. He oriented the Council to the location of the subdivision, which contains just two small lots.

Council Member Swanson motioned to accept Storey Farms Subdivision Conditional Approval. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

5. **DISCUSSION AND/OR ACTION TO CONSIDER TAYLOR HILLS
SUBDIVISION CONDITIONAL APPROVAL.**

A staff memo from Public Works Inspector Justin Shinsel explained he has completed an inspection of Taylor Hills and found it to be in conformance with City Codes and Standards.

Mr. Shinsel reviewed his staff report and recommended conditional acceptance of Taylor Hills Subdivision.

Council Member Fawson motioned to accept Taylor Hills Subdivision Conditional Approval. Council Member Swanson seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

6. DISCUSSION AND/OR ACTION TO CONSIDER WARD FARMS SUBDIVISION PHASE II CONDITIONAL APPROVAL.

A staff memo from Public Works Inspector Justin Shinsel explained he has completed an inspection of Ward Farms Phase II Subdivision and found it to be in conformance with City Codes and Standards.

Mr. Shinsel reviewed his staff report and recommended conditional acceptance of Ward Farms Phase II Subdivision.

Council Member Cevering motioned to accept Ward Farms Subdivision Phase II Conditional Approval. Council Member Swanson seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

Council Member Turner thanked Mr. Shinsel for all he does for the City. He referenced his earlier comment about the Public Works Department's desire to create a storm water protection inspector position and he indicated he believes this is a valuable position. He indicated that in his professional experience, he has become aware of instances where developers and cities have been fined for storm water protection violations; those fines can be very high and would be impactful to the City. He stated the inspector position could help to prevent the City from being in that situation in the future. Mr. Shinsel agreed and indicated he is aware of fines assessed against other entities; the fines result from the inability of an entity to provide inspection documentation.

7. **DISCUSSION AND/OR ACTION TO CONSIDER AN APPOINTMENT TO THE ARTS & AMPHITHEATER COMMITTEE**

Mayor Chugg indicated that it has been recommended that Charlotte Ekstrom be appointed to the City's Arts and Amphitheater Committee and he asked for Council input on that recommendation. Council Member Fawson stated she feels Ms. Ekstrom would be a great addition to the Committee; she lives in the Deer Meadows Subdivision and could provide input from the neighborhood. She added that she also wonders if it would be appropriate to hold another position open on the Committee to provide another neighborhood resident the opportunity to participate. She asked if there is a limit on the total number of members that can serve on the Committee. City Recorder Spendlove answered no and appointments made to the Committee are strictly at the Council's discretion. Council Member Swanson stated she feels it would be good to extend an invitation to other residents of the Deer Meadows Subdivision to participate. Council Member Turner stated he is fine with that proposal; he added that Aaron Christensen's name has been mentioned during past discussions relative to appointments to the Committee, but he is unsure whether Mr. Christensen is interested. Council Member Fawson asked how the City will advertise to residents that there is an open position on the Committee and how they could seek appointment to that position.

Council Member Swanson stated that he is comfortable leaving a position open as well, but noted that the Committee is a public body and any member of the public could comment at any time. He added, however, that he feels that the size of the Committee should be somewhat limited to prevent a situation where the number of Committee members at various meetings dramatically varies. He stated that the City has made the effort in the past to advertise the meetings and notify residents of their opportunity to provide public input.

Additional discussion centered on the makeup of the Committee and a potential cap on the total number of members. Ms. Spendlove noted that the members of the Committee are assigned to sub-committees that have different responsibilities associated with the amphitheater project. The Council concluded to leave an additional spot open on the Committee to give another resident of the neighborhood the ability to serve.

Mr. Christensen was present and indicated his willingness to serve on the Committee. Council Members Fawson and Swanson indicated they were comfortable appointing Mr. Christensen along with Ms. Ekstrom this evening.

Council Member Swanson motioned to appoint Charlotte Ekstrom and Aaron Christensen to the Arts & Amphitheater Committee. Council Member Fawson seconded the motion.

Voting on the motion:

Council Member Covering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

8. BUDGET INTRODUCTION

Finance Director Nelson used the aid of a document entitled “Budget Guide – North Ogden City, 2018-2019” to introduce the draft budget for the next Fiscal Year to the City Council. He reviewed a calendar highlighting the dates of meetings during which budget discussions will be held, with final budget adoption scheduled for June 5, 2018. North Ogden City utilizes several different funds to operate the City: the General Fund, Redevelopment Fund, Enterprise Funds, Utility Funds, Capital Improvement Funds, Tax Revenue Funds, and the 400/450 East Improvement Fund. Proprietary funds include the City’s enterprise funds and internal service funds and monies in those accounts can only be used for a certain purpose. He then reviewed charts and graphs illustrating the growth in the City’s population from 2008 to 2017 as well as the growth in the City’s building permit revenues for that same time frame. The building permit revenues in Fiscal Year (FY) 2018 are expected to continue to increase by approximately \$100,000. He then reviewed charts illustrating fluctuation in the City’s Sales Tax, Property Tax, and Utility Tax revenues from FY2007 to FY2017. He also reviewed historical data for Class C Road Revenue and Transportation Sales Tax Revenue. He then reviewed pie graphs illustrating the portion of the City’s total budget that is allocated to various revenues and expenditures.

Council Member Fawson referenced work done by previous City Council Member Lynn Satterthwaite to identify funding needs to cover depreciation of City assets and she inquired as to where that funding is contained in the City budget. Mr. Nelson stated those items are addressed mainly in the City’s Water, Sewer, and Storm funds. He then briefly touched on revenue trends for recreation, court, and the aquatic center, after which he moved to utility costs per resident dating back to 2008.

Council Member Covering stated that former Council Member Satterthwaite reached out to him to ask that he pay close attention to properly funding depreciation in future budgets. He asked if there is additional work to be done on that funding model. Mr. Nelson stated that the models for the utility funds he mentioned were completed, but there is not a funding model for assets in the Streets Department and City-wide assets outside of the utility funds mentioned. His goal was to consider utility rate adjustments to

cover depreciation costs, but when the model was complete, those costs were so high that it was not possible to adjust utility rates so dramatically to cover them. He stated that is a policy matter that the Council will need to consider as they proceed through the budget process. Council Member Swanson acknowledged that the depreciation costs were so high because they have been deferred for so long and it will be difficult for the Council to catch up on funding the outstanding amount. Additionally, it can be difficult to quantify the total cost of replacement for a section of City street as there are so many variables to consider. Council Member Cevering asked if City Administration plans to push the depreciation funding model out to the rest of the Departments in the City. Mr. Nelson answered yes and indicated that Department Directors have been tasked with keeping asset costs in mind to aid in developing an asset replacement model for their respective Department. He added that former Council Member Satterthwaite did a great amount of work to begin to inventory City assets and create the depreciation funding model and it will be very beneficial to the City over the long term.

Council Member Turner asked Mr. Nelson if his budget pamphlet will be available on the City's website, to which Mr. Nelson answered yes.

9. BUDGET PRIORITIES

Finance Director Nelson then facilitated a discussion among the Council to solicit each member's individual budget priorities.

Council Member Turner discussed issues related to City employees, such as the imminent retirement of some City employees and the need to increase the staffing level for the division providing inspection services. Council Member Stoker noted that other Departments, such as the Parks and Recreation Department, are in need of additional employees as well.

Council Member Fawson stated there has been much discussion about impact fees and the revenues generated by those and other building fees in the City. She stated she would like to understand the justification for the City's impact fees and whether the City's fees are appropriate. Mr. Nelson stated the fees are currently being reviewed and evaluated by the City Engineer; impact fees are intended to generate revenue to cover current and future infrastructure needs associated with growth.

Council Member Stoker discussed plans to construct a new Police Station and stated it may be appropriate to begin considering that project more seriously in the coming budget cycle.

Council Member Swanson stated he would like to evaluate salaries for Police Officers; he is concerned about retaining and attracting quality employees. He stated that a quality Police Department will be made up of a mix of good long-term officers and some newer

officers, but a Police Department with no experienced officers would be detrimental to the City. He stated he feels it is important to keep quality employees in North Ogden.

10. PUBLIC COMMENTS

There were no public comments.

11. COUNCIL/MAYOR/STAFF COMMENTS

Council Member Swanson stated he wanted to address a comment made last week about the budget for the Barker Park amphitheater project in comparison to the costs to construct a new Fire Station building in Pleasant View City. He stated that the person making the comment had indicated that the Council had lambasted the Fire District for building a new station and that is not accurate. He stated that the Council simply asked questions about funding for the project and those questions never got answered. Representatives of the Fire District were invited to attend a City meeting to discuss the project and those invitations were declined. He stated he does not believe there was a member of the Council or the community who had any issues with the construction of the Station; their only concerns were how it was being funded and if it was truly necessary to increase the Districts taxes by 25 percent to fund the project.

Council Member Stoker inquired as to the status of the development occurring at the old sod farm property. Mr. Call stated the developer is seeking final plan approval and an adjustment of their development agreement; once they have secured those approvals they will break ground.

Mr. Call then stated that he tries to regularly report that he is not the “Jonathan Call” who regularly comments on discussions occurring on the “Mayor Brent Taylor Facebook Page”. He stated he was contacted by a resident who was very upset because they believed that he had made comments that were terse or disrespectful, so he felt it necessary to emphasize that the commenter is not him.

City Recorder Spendlove asked that the Council inform her of their plans to attend the upcoming League of Cities and Towns Conference in St. George in April.

Council Member Swanson motioned to move into a closed meeting for the purpose of §52-4-205(1)(c) regarding strategy regarding pending or reasonably imminent litigation. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

The meeting recessed at 7:22 p.m.

The meeting reconvened at 8:24 p.m.

Council Member Swanson motioned to cancel February 27, 2018 City Council Meeting. Council Member Turner seconded the motion.

Voting on the motion:

Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

12. ADJOURNMENT

Council Member Swanson motioned to adjourn the meeting. Council Member Stoker seconded the motion.

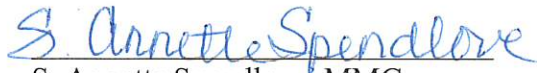
Voting on the motion:

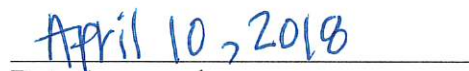
Council Member Cevering	aye
Council Member Fawson	aye
Council Member Stoker	aye
Council Member Swanson	aye
Council Member Turner	aye

The motion passed unanimously.

The meeting adjourned at 8:26 p.m.


M. Brent Chugg, Mayor


S. Annette Spendlove, MMC
City Recorder


Date Approved