

**TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
OCTOBER 3, 2023**

Members Present:

Connie Archibald

Wes Estep

Bret Rohde

Rick Seamons

Lyle Vance

Lyle Holmgren, Mayor

Shawn Warnke, City Manager

Marc Christensen, Assistant City Manager

Linsey Nessen, City Recorder

CITY COUNCIL WORKSHOP

Mayor Holmgren called the October 3, 2023 City Council Workshop to order at 6:41 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Holmgren, Councilmembers Archibald, Estep, Rohde, Seamons, and Vance, City Manager Warnke, Assistant City Manager Christensen, and City Recorder Nessen. The following Department Heads were also present: Public Works Director Paul Fulgham and Fire Chief Brady Hansen.

1. A review of the Tremonton City Social Media Manager after one year – Sara Mohrman
2. Review of the agenda items identified on 7:00 p.m. City Council Agenda

Motion by Councilmember Estep to move into closed session. Motion seconded by Councilmember Vance. Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

The Council moved into a closed session at 6:42 p.m.

3. CLOSED SESSIONS:

- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. *Discussions regarding security personnel, devices or systems*

Motion by Councilmember Estep to return to open session. Motion seconded by Councilmember Archibald. Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

The Council returned to open session at 6:52 p.m.

The meeting adjourned at 6:52 p.m. by consensus of the Council.

CITY COUNCIL MEETING

Mayor Holmgren called the October 3, 2023 City Council Meeting to order at 7:00 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Holmgren, Councilmembers Archibald, Estep, Rohde, Seamons, and Vance, City Manager Warnke, Assistant City Manager Christensen, and City Recorder Nessen. The following Department Heads were also present: Public Works Director Paul Fulgham, Fire Chief Brady Hansen and Police Chief Dustin Cordova (arrived at 7:20 p.m.).

1. Opening Ceremony:

Mayor Holmgren informed the audience that he had received no written or oral request to participate in the Opening Ceremony. He asked anyone who may be offended by listening to a prayer to step out into the lobby for this portion of the meeting. The prayer was offered by Councilmember Rohde and the Pledge of Allegiance was led by student David Wells.

2. Introduction of guests: Mayor Holmgren welcomed those in attendance, including a group of students for their citizenship recognition awards.

3. Declaration of Conflict of Interest: None.

4. Approval of Agenda:

Motion by Councilmember Seamons to approve the agenda of October 3, 2023. Motion seconded by Councilmember Vance. Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

5. Approval of minutes – September 19, 2023

Motion by Councilmember Archibald to approve the minutes of September 19, 2023. Motion seconded by Councilmember Estep. Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

6. Presentation

a. Tremonton City Citizenship Award to Elementary and Intermediate Students

Mayor Holmgren welcomed the students and principals who were in attendance. Mayor Holmgren presented their awards and took a picture. Councilmember Archibald said I am so grateful for these students—they are great citizens. In

Tremonton we want to build citizenship. Our schools are teaching the importance of being safe, responsible and respectful. These students honored tonight were recognized in their school for that. Thank you, parents and teachers, for what you do. This is important.

- b. A review of the Tremonton City Social Media Manager after one year (if not previously given during the Work Session) – Sara Mohrman

Downtown Manager Mohrman said we have made Facebook posts consistently on our City and Police Department pages. There are other City pages I am an admin for, but most of those departments have someone involved. I just offer support. Parks and Recreation Director Zach LeFevre and I have been working on incorporating the City's new branding. We have made all the graphics with branding for all the departments. We also created the Animal Shelter page since that is new. They are a sub department of our police department. About 25 weeks ago I implemented a "What is Happening This Week" and I post that every Monday. That post highlights all the events, meetings and activities in that calendar week. We also created an Instagram account because prior to September 2022 we did not have one. Everything we are doing is being posted on Facebook and Instagram. We are creating stories and reels, which give more personal interaction with residents. I helped the Police Department increase their community engagement by 500% with the lemonade stand contest and posts. A big part of the City winning that was because we had a designated person who was able to take in all the messages and dispatch the officers. On the City Facebook page, from September 1, 2022 to August 31, 2023 we saw a 200% increase in posts on Facebook. More people are seeing the information being posted. We post five days a week and that is getting seen by more people since it is consistent. Director LeFevre has done some paid advertisements for job postings and big events like Hay Days. We have seen a 96.5% increase in page likes. Our goal going forward is to continue building relationships with our department heads and going to their meetings. We want to increase communication between all of us with events and projects and get posts scheduled ahead of time. We want to ensure all City activities and events are being promoted on social media, as well as important news and decisions or changes by the City Council. We also plan to share construction projects and timelines. We can also look into Twitter and TikTok. Councilmember Archibald said you have been really involved. Sara is just a person who enjoys serving and loving people. Thank you for being a part of that.

7. Public comments:

Public Works Director Paul Fulgham and 37-year resident of Tremonton said I know what I am about to say will be ridiculed by faceless individuals on social media. Many accuse us of toeing the line because we are City employees. I would like to thank those members of the City Council who voted for the tax increase to protect my grandchildren, as well as all children in our area. Last week, less than three blocks from my front door, and I know you are innocent until proven guilty, but the police went in and took a

gentleman out of his home for internet crimes against children. His next-door neighbor is my grandkids. This could be in your neighborhood. We do not know what our neighbors do. We hope we know. Criminals fit into our community and they know we are understaffed with our public safety. They know where they want to be. They want to be in a location where they have better odds of beating the system. Thank you for making those hard decisions. Thank you for ignoring those who spew insults at you from social media platforms—many of them faceless and even afraid to put their name on it. Those who spew half-truths as they send letters to the editor. Thank you for doing what you do. I would like to thank the police officers for doing what they do and our other public safety officials. Many around us put their heads in the sand and say all is well. We have no crime in Tremonton while our Chief says we do. We just do not publish it. We do not want those criminals to know we are here. Thank you from the bottom of my heart for protecting these lovely precious children that were here today and who predators prey upon. If they go unchecked who knows where they will end up in society. Thank you so very much.

8. New Council Business:

- a. Discussion and consideration of adopting Resolution No. 23-58 ratifying the Harvest Acres Subdivision, Phase 2 Subdivision Development Agreement

Manager Warnke said this is a continuation of the single-family subdivision that is on the west side of the central canal, south of Rocket Road. It has been recorded and the majority of the infrastructure is completed. The right-of-way is constrained as it goes under the overpass. The curb, gutter and sidewalk will direct people under the overpass, but we will own the property. There are permanent markers along the lot lines, like a park strip, that will be maintained by the residents. The yards will appear bigger than they actually are. We do have the right-of-way for the future as it is expanded. Our pre-annexation agreement identified system improvements that we were collecting impact fees for. This required the developer to dedicate the property for a regional storm drain basin and the water shares. As impact fees are collected, they are remitted back to the developer for that system improvement dedication. The developer is dedicating a parcel to the canal company to expand their right-of-way for maintenance on the central canal. There are four phases so they are half way through that single-family development. At the very end of this project there will be a cul-de-sac and a pedestrian bridge to connect them to the park and trail system. There is not a vehicle crossing, but there will be connections from a pedestrian perspective.

Assistant City Manager Christensen said UDOT is putting together a department to connect the whole State of Utah with 10-foot-wide asphalt, accessible trails for all communities. They have funding for \$50 million to start and then \$50 million annually. It is more for transportation purposes and less for outdoor recreation. Our project would fit perfectly so there are good opportunities to get it funded. Manager Warnke said we are close to implementation. We need to work with the canal company to formalize our relationship and how those two uses would exist.

Manager Warnke then reviewed several other projects that are in the works. One would open up phase 1 for a park on the west end of town where pickleball courts are anticipated. The BR Mountain Road should be paved soon.

Motion by Councilmember Vance to adopt the resolution. Motion seconded

by Councilmember Archibald. Roll Call Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

- b. Discussion and consideration of adopting Resolution No. 23-59 approving amendments to the Tremonton City Personnel Policies and Procedures Manual, Section II: Purchasing Policy & Contracts relating to authorizing Department Heads to make procurement decisions for purchasing passenger vehicles

Assistant City Manager Christensen said at the last Council meeting we had a good discussion about this. The biggest change is that if a vehicle is included in the budget, then the Council suggested we allow department heads to go through the procurement process. They still need to get three bids and obtain the best price possible, but if it is within their budgeted amount, they can go ahead with that purchase up to \$100,000 instead of bringing every vehicle to the Council. That goes for equipment as well, up to \$100,000. We took the opportunity to review the whole policy so there are a few minor changes. The State law for public works improvements and building improvements in 2003 was \$40,000. The State law has verbiage that it goes up 3% each year or CPI whatever is lower. That is at \$75,000 now. This allows the department heads to have more authority to purchase. Manager Warnke said this all comes back to good communication keeping things in line. The Council and staff had a long debate about making sure everything is worded correctly in the policy and resolution. Councilmember Rohde said we want to give them the latitude to do purchases, but have to make sure it all works. The statements need to be clearer. We could add “and meet their budget.” Manager Warnke said we could put a note in the policy that formalized that. It would be a good addition.

Motion by Councilmember Rohde to adopt the resolution with additions to clear up the language. Motion seconded by Councilmember Estep. Roll Call Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

- c. Discussion and consideration of adopting Resolution No. 23-60 amending a professional services agreement with Sara Mohrman filling the duties of a Social Media Manager

Motion by Councilmember Archibald to adopt the resolution. Motion seconded by Councilmember Vance. Roll Call Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

- d. Discussion and consideration of adopting Resolution No. 23-61 awarding a bid for a front-end loader used in the composting of bio-solids which is a byproduct of the wastewater treatment process

Director Fulgham said we budgeted \$250,000. I only received two bids. This is the same front-end loader we have been leasing for the last nine years from John Deer. We cannot depreciate something we lease and have to pay a tax of \$1,000

to the State, which is passed to the leaser. The bid came in at \$200,036. Our goal is to have a cycle and replace them every two years. We want to stay in new equipment because they get used hard and maintenance will eat us up. This came in \$50,000 under budget for the year. We will budget what it takes to do the trade-in every two years. This comes from the Enterprise Fund so we can build for this purpose to replace and build future expansion.

Motion by Councilmember Rohde to adopt the resolution. Motion seconded by Councilmember Seamons. Roll Call Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

9. Calendar Items and Previous Assignment
a. Review of calendar

Assistant City Manager Christensen said the Lakeshore Learning event is October 4, from noon until 2 p.m. The Pumpkin Walk at Shuman Park is this weekend and so is the Farmer's Market. Perry City bought The Lodge by Maddox and is holding a groundbreaking on October 10 at noon. They will have lunch. There is also the Second Friday stroll and City Council on October 17. Save the Date for October 20 in Salt Lake City for a breakfast and speaker. All month of November they are taking care of families with the Baby Care Drive for the food pantry. November 10 is a live and silent auction with a dinner for the Habitat for Humanity. Election day is November 21 and the City holiday open house. We will cancel City Council that day. Mayor Holmgren said Nucor will hold their tree planting event on October 12. We will also pick pumpkins for the Farmer's Market and put them out at Midland Square.

b. Unfinished Business/Action Items: None.

10. Reports & Comments:

- a. City Administration Reports and Comments: None.
- b. Development Review Committee Report and Comments:

Manager Warnke said there is still a lot of activity. I will keep you posted. We have development agreements that will be recorded and brought to you.

c. City Department Head Reports and Comments

Director Fulgham said road projects are wrapped up. Secondary will be going off mid-October to the first of November. Our water year is looking good and we hope to have another wet winter. Cameras have been added to the treatment plant and we have caught several people dumping illegally. No branches or wood products are allowed there and with the help of the police department we have been able to contact them. They have come back and cleaned it up.

Chief Cordoba said the people we do contact are always super honest about dumping and clean it up. We have good people here overall. We have renovation hours, but we will put that on social media. It is just business as usual.

Chief Hansen said this has been a busier month than I expected. There is a lot happening. I want to give a quick shoutout to the police department. They had a high-profile event that they involved us in. They are very professional and organized. We ordered breast cancer awareness month shirts since that is a good awareness campaign to benefit people in our community. Two weeks ago, we had a significant structure fire that was detrimental to the family. We worked well with Garland's Fire Department. There is still a lot we need to do and grow on—there are areas we need to improve and train, but we are doing a good job. It has been fun to get out in the community and promote the fire department the best I can. We just lost one of our full-time employees, who resigned. We have opened it and are optimistic we will get a good employee to fill that vacancy. On Saturday a vehicle rolled into the west canal and was partially submerged. The driver was in her seatbelt under water. One of our off-duty firefighters got there ahead of the on-duty fire crew. He jumped in and found the patient, who was under water and unconscious. He cut the seatbelt with his pocket knife. She was not breathing, but they performed CPR. The family has been outspoken about their gratefulness to our off-duty and on-duty firefighters. A huge shoutout to our crew that responded. Jimmy Munns was the firefighter who got there first as he was headed to work. The hiring of the captains prior to my arrival has made a night and day difference for my experience as the chief versus Robert LaCroix's experience as the chief in discussions with him. I am able to delegate and make assignments. The crews are able to manage things and take those off my plate, which is very helpful.

d. Council Reports and Comments

Councilmember Estep asked about the dumpsters for the fall clean up and thanked the department heads. We love our community.

Councilmember Archibald said I echo that. I will back Tremonton every time. I have a surprise for the Mayor, it is a book on gardening from our last Farmer's Market. Thank you for all you do.

Councilmember Vance said I am impressed with everything that Downtown Manager Mohrman has done. We appreciate it—this is great stuff.

Councilmember Rohde said ditto, nice job with the cement work at the trailhead.

Councilmember Seamons said we have a great staff, thank you for all you do.

Mayor Holmgren said last time we met there was public comment about an issue with cement work. I called that woman today and she said they were there the next morning. I wanted to thank Councilmember Estep and Director Fulgham for that. She was very appreciative that you got that fixed so quickly. There was also a headstone situation that Rusty Scofield quickly took care of. I cannot express

enough appreciation for all you do. You all do a great job.

11. **CLOSED SESSIONS: No Closed Session held at this time.**

- a. Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or**
- b. Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or**
- c. Strategy sessions to discuss pending or reasonably imminent litigation; and/or**
- d. Discussions regarding security personnel, devices or systems**

12. Adjournment.

Motion by Councilmember Rohde to adjourn the meeting. Motion seconded by Councilmembers Seamons and Estep. Vote: Councilmember Archibald - aye, Councilmember Estep - aye, Councilmember Rohde - aye, Councilmember Seamons - aye, Councilmember Vance - aye. Motion approved.

The meeting adjourned at 8:19 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Jessica Tanner.

Dated this _____ day of _____, 2023.

Linsey Nessen, City Recorder