

**Heber City Corporation
City Council Meeting
April 17, 2014**

5:35 p.m.

WORK MEETING

The Council of Heber City, Wasatch County, Utah, met in **Work Meeting** on April 17, 2014, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

Present:

Mayor	Alan W. McDonald
Council Members	Robert Patterson
	Jeffery Bradshaw
	Erik Rowland (arrived 5:50)
	Heidi Franco
	Kelleen Potter

Also Present:

City Recorder	Michelle Kellogg
City Engineer	Bart Mumford
Planning Director	Anthony Kohler
Chief of Police	David Booth
City Attorney	Mark Smedley

Others Present: Darryl R. Glissmeyer, Brian Jacobson, Dale Berreth, Paul Boyer, Dave Hansen, Jeff Mabbutt, Harry Zane, Dallin Koecher, Mike Thurber, Robert Ford, Tracy Tayler, Stacie Ferguson, Kieth Rawlings, LuWen Lee, Moana Rowland, Anissa Wardell, Diana Garfield, Maria Harvey, Janice Haynes, Todd Cates, Laurie Wynn, Dave Kennamer, Jen McCarthy, Sheryl Nelson, Danny Goode, Don Jacobson, Brian Lee, Dennis Jensen, and others whose names were illegible.

Mayor McDonald opened the meeting and welcomed those in attendance.

Item A – Review of Public Safety Building Elevations: GSBS Architects presented their drawings of the proposed interior and exterior designs for the public safety building. Council Member Franco expressed disappointment that the exterior did not look like the pioneer buildings found in the community, and was concerned that the columns had an alpine look. Council Member Patterson agreed. Council Member Potter liked the design but admitted it

looked modern. Council Member Franco thought it looked like a Park City building. She also stated she didn't want the building to look like a barn, and suggested solid pillars along the front.

Council Member Rowland arrived at 5:50 p.m.

Council Member Bradshaw thought the design looked like craftsman homes and he didn't like columns. Council Members Patterson and Bradshaw liked the idea of a flatter look, such as a squared solid building. Council Member Bradshaw suggested putting up a façade to hide the pitched roof.

Dan Barreth explained the differences in building today versus in the pioneer era. Council Member Potter liked the windows and how the building was broken up with the varying levels of the roof. Council Member Patterson thought there wasn't enough of the two-story look. Council Member Rowland indicated he liked the building and liked the barn look.

The Planning Commission was asked their opinion. Glissmeyer and others felt the barn look reflected the agricultural community. Rawlings was glad to see elements of a two-story building. One suggestion was given to add hitching rings on the columns. Kohler agreed it was a modern looking building.

Item B - Annual Training Meeting for the City Council and All City Boards on The Code of Conduct and Ethics for Public Officials, The Conflict of Interest Policy and The Rules of Order and Procedure: Mayor McDonald turned the time to Mark Smedley, City Attorney, for training. Smedley reviewed the Code of Conduct and Ethics. Some highlights of the training included that policies should be debated without fear of reprisal. Council and board members should also avoid actions that were inconsistent with the best interests of the City. It was requested that all members sign and return the agreement to uphold this policy. It was also noted that even if the members did not sign the form, they would still be obligated to uphold the conduct outlined therein.

The Conflict of Interest for Public Officials policy was discussed as well. Smedley stressed the members needed to listen to the weak voices of the community as well as the strong voices on the issues that would arise. Also, they should be aware of issues that needed a recusal or a disclosure by a Council and/or board member. Council Member Franco asked that a deadline be given to turn in the conflict of interest forms, and wanted Mayor McDonald to share each member's conflicts with the rest of the Council. Smedley cautioned how tight cities should bind themselves over and above the requirements of State law.

Kellogg explained the different Conflict of Interest forms with the group and the due dates attached to each.

At this time, the Council paused the Work Meeting discussion to move into the Regular Meeting. After the Regular Meeting, the Work Meeting discussion continued:

Mayor McDonald asked the Council when they could meet for another budget meeting. It was decided to meet Saturday, April 26th, at 9:00 a.m.

Item C - Discuss Resolution 2014-04, A Resolution Amending The Heber City Personnel Policy: Section 1.3, Personnel Committee; Section 6.1, Educational Assistance; Section 11.3, Procedures; Section 13.13, Vacation; Section 13.14, Sick Leave; Section 13.25, Retirement; Section 13.30, Time Off For Election (Voting); Section 1.3, Personnel Committee: Council Member Potter explained the background for Section 1.3 and noted inserting additional employees as representatives on the committee concerned the Personnel Committee members. For this reason the committee opted to have employees present any suggestions to the committee members at the committee meetings.

Section 6.1, Educational Assistance: Council Member Franco explained this was clarifying the process of educational assistance. Council Member Rowland suggested that any personal data such as grades and transcripts should be kept confidential. Chief Booth asked that “a department head would have the right to waive the post-probationary period” be added to the language. Some in the audience didn’t understand the need for this assistance. Council Member Bradshaw stated the City would invest to enhance the training of its employees.

Tracy Taylor felt that this benefit could be abused. Taxpayers shouldn’t have to pay for somebody else’s education. Laurie Wynn asked if this was just for specific classes to enhance the employee’s knowledge because that was common. Council Member Rowland stated it was sometimes more cost effective to pay for training than to hire an individual that was more qualified because a higher salary would be required. Council Member Potter proposed discussing what the City would like to have as a result of this assistance with the committee; such as employee retention, etc. Darryl Glissmeyer suggested the employee should write an essay on how the education will make him/her a better employee, and noted a one year employment commitment after receiving the education was too short.

Council Member Rowland wanted to ask Anderson, who was absent, how many times this section has been used. Mayor McDonald suggested not allowing employees to attend class during their normal work schedule. Chief Booth asserted if he required the employee to take a class, he wanted to enable the employee to fit the class into the work schedule. If the employee requested the class, they would need to attend the class during non-work hours. Mayor McDonald suggested having the department heads review this policy.

Section 13.13, Vacation and Section 13.14, Sick Leave: It was noted that language was inserted to these provisions to clarify the benefits for a non-exempt (hourly) employee versus an exempt (salary) employee.

Section 13.25, Retirement: This section was expanded to explain the Utah Retirement Systems (URS) Tier I and Tier II programs. The verbiage that part-time mayors on the Tier II program would not be eligible for retirement was required per the URS audit in December 2013.

Section 13.30, Time Off for Election (Voting): This section was added to the policy to be in compliance with State law.

Section 11.3, Procedures: Council Member Franco explained the current grievance and stated the proposal was to include an additional step in the grievance process before an employee would go to the Council. Chief Booth proposed that the Personnel Committee should be made up of department heads because employees sometimes brought self-serving requests before the committee that were not in the best interest of the City.

Section 6.2, Conferences, Seminars and Conventions: Council Member Franco explained the hours of the meetings that would be counted as paid hours. Council Member Rowland wanted to look at a precedent for travel and conferences.

Section 11.1, Policy Statement: After some discussion, the majority of the Council didn't want employees to be able to grieve education assistance.

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder