

PERRY CITY COUNCIL MEETING  
PERRY CITY OFFICES  
April 11, 2024

7:00 PM

OFFICIALS PRESENT: Mayor Kevin Jeppsen presided and conducted the meeting. Council Member Nathan Tueller, Council Member Blake Ostler, Council Member Dave Walker, Council Member Toby Wright, and Council Member Ashley Young

OFFICIALS ABSENT:

CITY STAFF PRESENT: Bob Barnhill, City Administrator  
Shanna Johnson, City Recorder  
Scott Hancy, Chief of Police  
Bill Morris, City Attorney  
Misty Moesser, First Responders - Emergency Medical Services

OTHERS PRESENT:

ON-LINE: Nelson Phillips (BENJ)

### **ITEM 1: CALL TO ORDER**

Mayor Jeppsen welcomed everyone and called the City Council meeting to order.

### **ITEM 2: PROCEDURAL ISSUES**

#### **A. Conflict of Interest Declaration**

None.

Mayor Jeppsen asked for minimal comments on the budget in this meeting and suggested a work session for further budget discussions. He reminded the council that they will soon need to do their annual tax rate evaluation. He noted that the following is a proposed budget and Council Member Walker said he had ideas for section 5b and that he wants to propose to them to the council.

### **ITEM 3: PRESENTATION**

#### **A. Fiscal Year 2024-2025 Budget (see attached presentation)**

Ms. Johnson presented an overview of the tentative 2025 fiscal year budget where she highlighted the planned key projects. The presentation explained that overall, the proposed operation expenses showed a decrease, the city general fund was healthy, and her recommendation was not to have a tax rate increase in this proposed tentative budget. However, she showed that there was a proposed total increase of \$5.45 to the utility bills for each resident and she explained how they figured the amount needed to maintain the operation and maintenance of the city utility systems.

Mayor Jeppsen commented on the capital funds for the gun range improvements and said they came from the gun range budget and joint efforts with the bird refuge (U.S. Fish & Wildlife Service) and Box Elder County.

#### **ITEM 4: ACTION ITEMS (Roll Call Vote)**

##### **A. Motion Accepting Receipt of the Fiscal Year 2024-2025 Tentative Budget**

There were not any further comments on the budget and a motion was made.

**MOTION:** Council Member Walker made a motion to approve Accepting Receipt of the Fiscal Year 2024-2025 Tentative Budget. Council Member Tueller seconded the motion.

**ROLL CALL:** Council Member Young, Yes  
Council Member Walker, Yes  
Council Member Ostler, Yes  
Council Member Wright, Yes  
Council Member Tueller, Yes

**Motion Approved. 5 Yes, 0 No**

#### **ITEM 5: DISCUSSION ITEMS**

##### **A. Conservation Subdivision**

The conservation subdivision code was updated, and Mr. Barnhill said that the subdivision and conservation subdivision amendment will follow the state statutes. He said the process will be to have subdivisions approvals by the Planning Commission and not reviewed by the City Council. He commented that council members may continue to be involved with the conservation subdivision process if they have an overlay zone as one of the eligibilities of the development. This requirement to grant a district in the proposed conservation subdivision would cause it to be a legislative item and involve the City Council. He said he would like to propose a conservation subdivision amendment (to include this stipulation) but wanted to know if the council members prefer to be involved or not in the conservation process. The general consensus was that the City Council has continual involvement in the conservation subdivision process.

##### **B. FY2024-2025 Budget Proposals**

Mayor Jeppsen asked the department heads to present their budget portion of the proposed fiscal year 2025 budget. Ms. Misty Moesser gave the presentation for the First Responders Department and said that they were requesting a \$7,500 increase from last fiscal year. Personal protective equipment, safety communication equipment, and a life pack monitor were the reasons for the proposed budget increase.

Chief Hancey recounted last year when the police department asked for and was granted another officer. He said that shortly after being hired this officer was called to military duty for one year and just recently was extended an additional eighteen months. Because of this short fall in their department, they are asking for additional overtime pay funds. Also, to be compliant with the Utah State Code Annotated standards he proposed fund allocations to purchase new radio communications. He presented a capital fund project to expand the evidence room in the dock area of the police department. He mentioned that this proposed west side improvement will also correct the condensation issue the lodge has had the past year. For the remainder of the budget presentation, Chief Hancey explained the increases and decreases in particular funds but said that overall, they will be close to their budget. There was a comment about reimbursement to the city from the schools in Perry City to have an officer present at the schools.

New projects or increases within the administration budget were presented by Finance Director, Ms. Johnson. The key items were the purchase of a meeting minutes assistance program, the Worker's Compensation increase, a new vehicle lease, and added funds for professional technical development.

Public Works Director, Zach Allen said the newly approved lawn mowing contract with a larger scope of work began this week. He explained the park fund increase was for a potential grant money match and the capital project to finish Mountain View Park along with other park improvements. He mentioned that the sewer maintenance company contracted by the city went out of business and the bids he received for a replacement company were higher but will offer improved (better) services. Other budget increases were for storm drain ponds, a street analytical system, road repairs, water meter software update, old water meter replacements, and stock of replacement garbage cans. Ms. Johnson commented that she was looking into a new payment system that will integrate with Caselle (our utility and financial system) that might make water monitoring more transparent.

Council Member Young asked for the timeframe of the road and trail projects along 1200 West. Mr. Allen explained there was a delay in starting due to easement issues. He said they are scheduled to start this calendar and hopefully finish by next spring.

Council Member Walker talked about maintenance, repairs, and the concept plan for the city parks. He proposed that the Park's Equipment & Improvements \$40k fund should double or increase to \$100k and then he requested support from the council members. There was a discussion on how they could get the additional funds and Council Member Wright suggested creating a bond for a one-time big master park plan. Council Member Tueller highlighted that the city also needs to have a master maintenance plan to keep them neat and clean after the purchase of big park projects.

## **ITEM 6: MINUTES & COUNCIL/MAYOR REPORTS (INCLUDING COUNCIL ASSIGNMENTS)**

### **A. Approval of Consent Items**

- March 28, 2024 City Council Meeting Minutes

**MOTION:** Council Member Wright made a motion to approve the consent minutes. Council Member Walker seconded the motion.

**Motion Approved. All Council Members were in favor.**

### **B. Mayor's Reports**

Mayor Kevin Jeppsen talked about (repairing) the fence at the gun range and the high-water table in the area but that they will be moving forward with this project soon. He rehearsed what exists around the gun range and noted that he wants to discuss the possibility of developing the east side of the gun range and contemplate if they want to expand this area.

### **C. Council Reports**

Council Member Young reported that the Easter Egg Hunt was a success. She reported that recently Ms. Johnson trained the Youth City Council on budgeting. She said they will be creating and presenting their own budget to the City Council. Council Member Ostler thanked Ms. Johnson for the budget process presentation she gave to the Youth City Council. He mentioned that the \$500 budget request was a basic amount for the Youth City Council to work with, but adjustments may be made.

**D. Staff Comments**

Ms. Johnson said she appreciated the time the council has taken to review the budget. She mentioned that last week she and Ms. Anita Nicholas attended the Utah Municipal Clerk Association (UMCA) institute and academy on-line. A takeaway from the conference was HeyGov which was a writing assistant program that was used to help with the March 28 meeting minutes. She reported that they had their first 4<sup>th</sup> of July meeting and then requested more volunteers are needed to help with the festivities.

Ms. Misty Moesser followed up on her presentation and said that the new Life Pack monitor and pager are \$19k - \$24k. She expressed that these special systems are necessary for total communication and safety of the first responder with each incident or situation.

**E. Planning Commission Report**

None.

**ITEM 6: EXECUTIVE SESSION**

None needed.

**ITEM 10: ADJOURNMENT**

**MOTION:** Council Member Wright made a motion to adjourn the meeting.

**Motion Approved. All Council Members were in favor.**

The meeting adjourned at 8:57 p.m.

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Kevin Jepps, Mayor

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Shanna Johnson, City Recorder

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Anita Nicholas, Deputy Recorder