

1 A Meeting of the Nibley City Council held at Nibley City Hall, 455 West 3200 South,
2 Nibley, Utah, on Wednesday, June 19, 2024.

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6 OFFICIAL MINUTES OF THE MEETING
7 City Recorder Cheryl Bodily took minutes

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9 **Opening Ceremonies**

10 Councilmember Sweeten noted that it was Heritage week, and it was a delight to see
11 how the community came together to celebrate Nibley's heritage and history. It was
12 motivational to build on the strength of Nibley's community.

13

14 Councilmember Sweeten led the meeting in the Pledge of Allegiance.

15

16 **Call to Order and Roll Call**

17 Mayor Larry Jacobsen called the Wednesday, June 19, 2024, Nibley City Council meeting
18 to order at 6:48 p.m. Those in attendance included Mayor Larry Jacobsen,
19 Councilmember Kathryn Beus, Councilmember Norman Larsen, Councilmember Nathan
20 Laursen, Councilmember Kay Sweeten, Councilmember Erin Mann, and Councilmember
21 Mansell. Justin Maughan, Nibley City Manager, Amy Johnson, Nibley City Treasurer and
22 Claire Schenk, Nibley City Planning Commission Chair was also present.

23

24 **Approval of the Previous Meeting Minutes and Current Agenda**

25 Councilmember Sweeten moved to approve the June 6, 2024, Nibley City Council
26 meeting minutes and the current evening's agenda. Councilmember Larsen seconded
27 the motion. The motion passed unanimously 5-0; with Councilmember Sweeten,
28 Councilmember Larsen, Councilmember Laursen, Councilmember Mann, and
29 Councilmember Mansell all in favor.

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31 **Public Comment Period**

32 Mayor Jacobsen gave direction to the public present and opened the Public Comment
33 Period at 6:49 p.m.

34

35 Seeing no public comments, Mayor Jacobsen closed the Public Comment Period at 6:49
36 p.m.

37

38 **Planning Commission Report**

39 Planning Commission Chairperson Schenk reported that the Planning Commission
40 hadn't met because of lack of evidence.

41

42 **Discussion & Consideration: Ordinance 24-07— An Ordinance Providing for the
43 Compensation of Elected, Statutory Officers and Department Heads of Nibley City
44 (Second Reading)**

1 Mr. Maughan reminded the City Council of the new State requirement to provide the
2 compensation of department heads on the Ordinance and for public hearing. He also
3 reminded the City Council the proposed compensation study and said if the study were
4 to move forward and approved, there may be changes brought back to the City Council
5 and possible budget adjustment.

6
7 *Councilmember Larsen moved to approve Ordinance 24-07— An Ordinance Providing for
8 the Compensation of Elected, Statutory Officers and Department Heads of Nibley City.
9 Councilmember Sweeten seconded the motion.*

10
11 *Councilmember Larsen voted in favor.*
12 *Councilmember Laursen voted in favor.*
13 *Councilmember Mansell voted in favor.*
14 *Councilmember Sweeten voted in favor.*
15 *Councilmember Mann voted in favor.*

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17 *The motion to approve Ordinance 24-07 passed unanimously 5-0; with Councilmember
18 Larsen, Councilmember Sweeten, Councilmember Norman Larsen, Councilmember
19 Mann, and Councilmember Mansell all in favor.*

20
21 **Public Hearing: Resolution 24-10— Amending the Budget for the Various Funds of
22 Nibley City for the Fiscal Year 2023-24, and Adopting the Budget for the Various Funds
23 of Nibley City and Other Budgetary Matters for Fiscal year 2024-25 and Adjusting
24 Certain Fees and Payments for Services (Second Reading)**

25 Mr. Maughan led an electronic presentation called *2024-2025 FY Budget; Justin
26 Maughan, PE; 6/19/2024*. The topics included in Mr. Maughan's presentation included
27 the following: Our Mission, Our Vision, Our Values, a copy of each department's mission
28 statement, Did how we budgeted reflect these statements?,

29
30 Mayor Jacobsen noted that they should put on agenda a discussion of Nibley's City's
31 mission statement. Councilmember Sweeten felt the department mission statements
32 would be a great thing to put into the City newsletter throughout the year.
33 Councilmember Laursen reminded the city council that they were about to amend
34 Nibley City's general plan so it might be important to have a discussion of amending the
35 mission statement prior to working on the general plan.

36
37 Mr. Maughan continued his presentation with review of the following topics: Certified
38 Tax Rate, FY 23/24 Transfer to Capital Projects, Big Asks for FY – 24/25.

39
40 Mayor Jacobsen opened the public hearing at 7:10 p.m.

41
42 Seeing no public comments, Mayor Jacobsen closed the public hearing at 7:10 p.m.

1 **Discussion & Consideration: Resolution 24-10— Amending the Budget for the Various
2 Funds of Nibley City for the Fiscal Year 2023-24, and Adopting the Budget for the
3 Various Funds of Nibley City and Other Budgetary Matters for Fiscal year 2024-25 and
4 Adjusting Certain Fees and Payments for Services (First reading)**

5 *Councilmember Sweeten moved to approve Resolution 24-10. Councilmember Larsen
6 seconded the motion.*

7
8 Councilmember Sweeten said she didn't know if they'd put funds in the budget for a
9 potential fence around the new soccer area adjacent to City Hall. Mr. Maughan didn't
10 believe funding had been included in the 2024-25 budget. Councilmember Sweeten said
11 the Nibley Children's Theatre had some things they would like repaired at the historic
12 City Hall building. Councilmember Sweeten gave a list of the items the Children's
13 Theatre would like repaired at the building. Mr. Maughan believed there was enough
14 money in the current budget to cover the expenses that Councilmember Sweeten
15 described.

16
17 Councilmember Larsen asked about the house owned by the City on 3200 and the
18 sagging roof. Councilmember Larsen said he'd consulted with a friend that had said if
19 they could take the weight of leaves and branches off the building, that this would
20 prolong the life of the roof a few years. Mayor Jacobsen said Millville had received a
21 request from the COG to complete the intersection at 3200 South. He felt this discussion
22 should and would be on a future agenda. Councilmember Larsen said he appreciated
23 the transparency and the ease of reading of the budget. He appreciated the effort that
24 went into the budget.

25
26 Councilmember Mann asked if any money had been put in the budget to account for
27 increased compensation that might come out of the proposed compensation study. Mr.
28 Maughan described the salary data that was included in the budget and said there was
29 some room to adjust salaries in some places. He described that there was the possibility
30 that they would have to bring the budget back and reopen it later in the year.

31
32 Councilmember Laursen asked for a general consent change for his name to be
33 corrected on page 28 of the budget. General consent was given for this change.

34
35 Mayor Jacobsen said their certified taxable value in the past year was 687.9 million and
36 this year the certified taxable value was 761.5 million. He said some of this was the
37 result of new growth and some was the result of already existing properties increases in
38 value. He questioned how much of the increase was from new stuff and how much was
39 from appreciation of existing properties. He described how he had come to this
40 calculation.

41
42 Councilmember Larsen questioned if they could have the Cache County Assessors come
43 in and give a presentation on how they collected data and how they conducted the
44 3assessment of properties.

1
2 Mayor Jacobsen questioned and discussed if inflation was an indicator of what they
3 should use to drive legislatively drive-up revenues and what the City should use as an
4 indicator.

5
6 Amy Johnson summed up what had been added to the budget that year. The GFOA
7 wanted to think of the budget as an operation manual. She described the support pages
8 that were used to create the budget for salaries and software. She described that
9 meetings were set with City staff to discuss needs in capital and supplies. She described
10 how each department had come up with goals during the budgeting process. Ms.
11 Johnson said there was a lot to the budget other than just numbers. Councilmember
12 Sweeten said she loved being able to reference the budget to residents and thanked her
13 for her time in making the budget easy to share.

14
15 Mayor Jacobsen asked the Council if there was any objection to voting. Seeing none, the
16 Council proceeded to vote on the motion to approve Resolution 24-10.

17
18 *Councilmember Larsen voted in favor.*
19 *Councilmember Laursen voted in favor.*
20 *Councilmember Mansell voted in favor.*
21 *Councilmember Sweeten voted in favor.*
22 *Councilmember Mann voted in favor.*

23
24 *The motion to approve Resolution 24-10 passed unanimously 5-0; with Councilmember*
25 *Sweeten, Councilmember Larsen, Councilmember Laursen, Councilmember Mann, and*
26 *Councilmember Mansell all in favor.*

27
28 **Discussion & Consideration: Resolution 24-14 – Adopting Nibley City Civility Policy**
29 Mr. Maughan described that the Civility Policy was intended to provide guidance and
30 direction for staff to conduct their communications with other staff, citizens, vendors,
31 and anyone doing business with Nibley City, civility, despite how that person may be
32 responding to them. The second part was to protect staff when someone was engaging
33 them in unacceptable behavior that might cross the line from civil discourse into
34 unacceptable behaviors. This gave staff the direction to retreat from this behavior and
35 get to a safe place. The policy let staff know it would be on the Manager's shoulders to
36 continue communication with the individuals and let them know what behavior was
37 accepted. Mr. Maughan said the policy was intended to be included in the Employee
38 Policy Guidebook.

39
40 *Councilmember Sweeten moved to approve Resolution 24-14 – Adopting Nibley City*
41 *Civility Policy and waived the second reading. Councilmember Mansell seconded the*
42 *motion.*

1 *Mayor Jacobsen made motion to amend Resolution 24-14 to include the*
2 *following wording in the last paragraph of the policy:*

3

4 *"In either case, the City Council manager shall determine if the behavior*
5 *was unacceptable and if so, the City Manager shall attempt to contact the*
6 *offender and explain that such behaviors . . ."*

7

8 *Councilmember Larsen seconded the motion. The motion to amend passed*
9 *unanimously 5-0; with Councilmember Larsen, Councilmember Sweeten,*
10 *Councilmember Norman Larsen, Councilmember Mann, and Councilmember*
11 *Mansell all in favor.*

12

13 At Councilmember Laursen's recommendation, general consent was given to change all
14 references of "him/herself" to "themselves" and general consent was given for a
15 hyphen between "name" and "calling".

16

17 *Councilmember Laursen made a motion to amend Resolution 24-14 to include*
18 *the following wording:*

19

20 *"Any such incident shall be reported in writing to the City Manager as*
21 *soon as possible."*

22

23 *Councilmember Larsen seconded the motion. The amendment passed*
24 *unanimously 5-0; with Councilmember Laursen, Councilmember Larsen,*
25 *Councilmember Sweeten, Councilmember Mann, and Councilmember Mansell all*
26 *in favor.*

27

28 Mayor Jacobsen requested that the resolution be shown to the Nibley City Attorney.

29

30 *Voting on the amended motion was as follow:*

31 *Councilmember Larsen voted in favor.*

32 *Councilmember Laursen voted in favor.*

33 *Councilmember Mansell voted in favor.*

34 *Councilmember Sweeten voted in favor.*

35 *Councilmember Mann voted in favor.*

36

37 *The amended motion approving Resolution 24-14 passes unanimously 5-0; with*
38 *Councilmember Sweeten, Councilmember Mann, Councilmember Larsen, Councilmember*
39 *Laursen, and Councilmember Mann all in favor.*

40

41 **Council and Staff Report**

42 Councilmember Sweeten reported on contacting residents that were close to the
43 fireworks zone for the upcoming display during Heritage Days.

1 Councilmember Mansell discussed his participation in putting together the playground
2 at the Mt. Vista subdivision. He reported that he had also tried Nibley Fit and that he
3 couldn't walk. He said it was a lot of fun and he'd gotten the chance to talk to a lot of
4 people. He and Mayor Jacobsen committed to attend Nibley Fit the following Monday.
5

6 Councilmember Mann discussed her participation in the Nibley Bike night the previous
7 night. She said there was a great turn-out and gave kudos to everyone that had put this
8 together. She reported on feedback she's received about the Recreation department.
9

10 Councilmember Laursen questioned a leak on 3200 South and said there seemed to be
11 another leak just east of the roundabout. Mr. Maughan said they'd paid a specialist and
12 knew exactly where two leaks were. He said this would be cleaned up with Mr. Eliason
13 and Mr. Pratt.
14

15 Councilmember Laursen said he and his family had not been able to participate in
16 Heritage Days so far and was looking forward to the rest of the week.
17

18 Councilmember Larsen reported on working with Wesley Nelson Farms and staff and
19 said it was nice that a lot of people want to invest money in Nibley.
20

21 Councilmember Larsen gave a shoutout to his buddy, Brian who did their coloring
22 contest each year.
23

24 Councilmember Larsen said the parks looked great, even with the heatwave and sudden
25 cooldown.
26

27 Mayor Jacobsen reported on an upcoming meeting with community members on
28 pedestrian and bike safety. This meeting would include city staff, law enforcement,
29 citizens, and community members. Mayor Jacobsen invited the City Council to the
30 meeting. Councilmember Mann, Councilmember Sweeten, Councilmember Mansell,
31 Councilmember Sweeten, and Councilmember Laursen indicated they would like to
32 attend.
33

34 Chad Wright said Fox News, Cache Valley Dailey, KSL, and the Herald Journal will be
35 reporting on Chalk the Walk. Mr. Wright said they had a record number of coloring
36 contests entrants. Mr. Wright discussed the fall-out zone for the upcoming fireworks
37 and notifications that had been made to effected residents. Mr. Wright reminded the
38 City Council to RSVP for the Community Dinner. They could participate early at 5:30 p.m.
39 with the rest of staff. He said the City Council members could potentially help man the
40 drink station to ensure only dinner participants took a drink and they could use help to
41 take down the serving area. Mr. Wright said VCBO will be attending the Family
42 Festivities to get the public acquainted with Councilmember Larsen said he would be
43 participating. Mr. Wright did a breakdown of the remainder of Heritage Days.
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1 Seeing no objection, the meeting was adjourned at 8:36 p.m.
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Attest: _____
City Recorder