

CLEARFIELD CITY COUNCIL MEETING MINUTES  
7:00 P.M. POLICY SESSION  
August 12, 2014

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Keri Benson	Councilmember
	Kent Bush	Councilmember
	Ron Jones	Councilmember
	Mike LeBaron	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Rich Knapp	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Jimmie Winterbottom, Hayden Rasband, Bob Bercher, Hunter Despain, Lisa Despain, Jack Easton, Caleb Flint, Dallin Walker, Karen Walker

Mayor Shepherd called the meeting to order at 7:00 p.m.

Mayor Shepherd informed the citizens present that if they would like to comment during Public Hearings or Citizen Comments there were forms to fill out by the door.

Councilmember Jones conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE JUNE 24, 2014 WORK SESSION, THE JULY 8, 2014 WORK SESSION, THE JULY 22, 2014 POLICY SESSION AND THE JULY 29, 2014 WORK SESSION

Nancy Dean, City Recorder, announced the July 22, 2014 Policy Session minutes needed to be removed from the agenda because they were still being reviewed by the City Attorney.

**Councilmember Jones moved to approve the minutes from the June 24, 2014 work session, the July 8, 2014 work session, and the July 29, 2014 work session as written, removing the July 22, 2014 policy session from approval, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

## CITIZEN COMMENTS

Chris Anderson, resident, expressed appreciation to the Council for the road improvements being made on South Main Street.

## APPROVAL OF AN AGREEMENT WITH HORROCKS ENGINEERS TO CONDUCT AN IMPACT FEE STUDY FOR THE CITY'S CULINARY WATER, SANITARY SEWER AND STORM DRAINAGE SYSTEMS

Adam Lenhard, City Manager, explained proposals were received from consultants interested in providing professional services to conduct an impact fee study on the culinary water, sanitary sewer and storm drainage systems. The selection committee reviewed the qualifications, experience and fee structures of each of the proposals, and recommended that Horrocks Engineers be awarded the contract. He mentioned details of the proposals were included in the agenda packet and had been discussed during the previous work session. He reminded the Council of the modified recommendation which had been provided by staff.

**Councilmember LeBaron moved to approve the award of bid with Horrocks Engineers to provide an impact fee study for Clearfield City's culinary water, sanitary sewer and storm drainage systems for an amount not to exceed \$42,470.00 and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

## APPROVAL OF RESOLUTION 2014R-18 AUTHORIZING THE PARAT TAX BALLOT LANGUAGE AND SUBMITTING THE QUESTION TO VOTERS

Adam Lenhard, City Manager, stated Clearfield City had a strong history of and continued interest in supporting facilities, programs and organizations designed to improve Parks, Arts, Recreation, Aquatics and Trails (PARAT) opportunities for its residents. The City's continued support could be enhanced by providing additional revenue for such purposes so it desired to provide an opinion question election regarding the imposition of a local sales and use tax to fund PARAT facilities, programs and organizations. He mentioned the tax would be similar to a RAMP tax used by other communities and emphasized the 0.1% (1/10 of one percent, or one penny on a \$10 sale) would not be assessed on food purchases. He reviewed some of the identified uses for which the tax could potentially fund.

Brian Brower, City Attorney, requested the intended uses of the proposed PARAT Tax be identified. He stated the following changes had been suggested during the work session:

- including the phrase “such as” following the word “funding” in the third line of the Resolution's title
- changing the word “and” in the fourth line of the title to “and/or”
- changing the word “and in the last line of the title to “and/or”

The Council agreed no other changes to the Resolution needed to be made.

**Councilmember Bush moved to approve Resolution 2014R-18 authorizing the PARAT Tax ballot language and submitting the question to voters as amended during the work session and stated by the City Attorney, and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

APPROVAL OF RESOLUTION 2014R-19 AUTHORIZING THE INTERLOCAL AGREEMENT WITH NORTH DAVIS FIRE DISTRICT (NDFD)

Brian Brower, City Attorney, explained Clearfield City and the North Davis Fire District had entered into previous interlocal agreements to govern the terms of services provided by the Fire District. He reminded the Council that the resolution had also been discussed during the previous work session and pointed out the agreement was designed to replace and supersede the previous agreements with NDFD since 2005. He stated the length of the agreement would be 50 years which was the maximum time period allowed for interlocal agreements. He emphasized the intent was to clarify some details regarding insurance and indemnification between the parties.

**Councilmember Young moved to approve Resolution 2014R-19 authorizing the Interlocal Agreement with the North Davis Fire District and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Benson. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

APPROVAL OF A PROCLAMATION EXPRESSING SUPPORT FOR THE JOB CORPS PROGRAM AND PROCLAIMING AUGUST 20, 2014 AS “JOB CORP DAY” IN CLEARFIELD CITY

Mayor Shepherd announced Job Corps was a major asset to the City and emphasized its role in changing the lives of young people. He stated Job Corps was celebrating its 50<sup>th</sup> anniversary and read the proclamation.

**Councilmember LeBaron moved to approve a proclamation expressing support for the Job Corps Program and proclaiming August 20, 2014 as “Job Corp Day” in Clearfield City and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

Mayor Shepherd acknowledged Lisa Spencer’s (Clearfield Job Corps) attendance at the meeting.

COMMUNICATION ITEMS

*Mayor Shepherd*

1. Informed the Council he was made Honorary Commander of the 388<sup>th</sup> Fighter Wing.
2. Announced some elected officials and staff had the opportunity to eat at the new Burger King and mentioned it would officially open on Wednesday, August 13, 2014.

**Councilmember Benson** – nothing to report.

**Councilmember Bush**

1. Stated he had attended the Kiwanis meeting on Monday, August 11, 2014.
2. Mentioned he had participated in a tour of Burger King and commented the new restaurant would open on Wednesday, August 13, 2014 at 10:30 am.
3. Announced the NDS (North Davis Sewer District) pipeline project along 1000 East had been completed to Gordon Avenue in Layton City and reported on other aspects of the pipeline project.

**Councilmember Jones** – nothing to report.

**Councilmember LeBaron** – Announced there were vacancies on the Planning Commission and invited interested individuals to submit a letters of interest. He mentioned selected individuals would be involved with the development of Clearfield Station as well as other future projects coming to the City.

**Councilmember Young** – nothing to report.

**Adam Lenhard, City Manager** – announced he had provided his update via email and directed the Council to their email

STAFFS' REPORTS

**Nancy Dean, City Recorder**

1. Announced there was no meeting scheduled for Tuesday, August 19, 2014. She stated the next meeting was scheduled for Tuesday, August 26, 2014, with a work session beginning at 6:00 p.m.
2. Stated the Council should have received an email regarding the CERT Class and if interested contact Cathy Keindl in the police department.
3. Informed the members of the Council that information had been received and emailed regarding the Utah League of Cities and Towns meetings and requested they notify Avry Byington, Administrative Assistant, or the Recorder's Office if interested so registration could be completed.
4. Announced invitations for the 2014 fall tour at Weber Basin had been received. She stated the Recorder's Office would complete registration for those interested in attending.

There being no further business to come before the City Council **Councilmember Bush moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 7:25 p.m., seconded by Councilmember Benson. All voting AYE.**

*\*\*The minutes for the CDRA are in a separate location\*\**

**APPROVED AND ADOPTED  
This 26<sup>th</sup> day of August, 2014**

**/s/Mark R. Shepherd, Mayor**

**ATTEST:**

**/s/Nancy R. Dean, City Recorder**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, August 12, 2014.

/s/Nancy R. Dean, City Recorder