

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
December 5, 2024
6:00 p.m.**

PRESENT:	D.J. Bott	Mayor
	Matt Jensen	Councilmember
	Dave Hipp	Councilmember
	Dave Jeffries	Councilmember
	Ryan Smith	Councilmember.
	Robin Troxell	Councilmember

ALSO PRESENT:	Tom Cooper	Public Power Director
	Nicole Cottle	City Attorney
	Tom Kotter	Finance Director
	Paul Larsen	Community & Economic Development Director
	Bryce Lofthouse	Waste Water Treatment Supervisor
	Derek Oyler	City Administrator
	Tyler Pugsley	Assistant City Administrator
	Kristina Rasmussen	City Recorder
	Chad Reyes	Police Chief
	Brandon Thueson	Fire Chief
	Mike Young	Assistant Fire Chief

Mayor Bott called the meeting to order at 6:00 p.m. Brother Gary Knudsen gave the reverence period, and the Pledge of Allegiance was recited.

EMPLOYEE RECOGNITION

Badge pinning and Oath of Office for the following Firefighter/Paramedics was completed:

- Clinton Miner – Firefighter/Paramedic

Award Presentation for Captain Race Black, Engineer Eric Lofthouse and Firefighter/Paramedic Nate Newman for the “Supervising Fire Office Designation”. Chief Thueson explained that to receive this award, each candidate had to create and submit a portfolio to a board for review.

CONSENT

Request to Write-off Utility Accounts Due to Bankruptcy or Being Sent to Collections

A list of accounts totaling \$3,498.90 was presented for removal from the City’s system due to customers taking out bankruptcy or being sent to collections.

MOTION: A motion to approve the Consent agenda was made by Councilmember Smith, seconded by Councilmember Jensen, and carried unanimously. Councilmember Jensen, aye; Councilmember Hipp, aye; Councilmember Jeffries, aye; Councilmember Troxell, aye; Councilmember Smith, aye.

PUBLIC HEARING

Public Hearing for Consideration of Ordinance Adopting Impact Fee Facilities Plan and Impact Fee Amendment for Parks and Recreation, Fire, Police, Stormwater, Wastewater, Culinary Water, and Transportation Services

Tom Kotter reviewed the previous work sessions and council meetings discussing the Impact Fee Study. He explained that the impact fees are designed to maintain the current level of service for new growth. One new impact fee included is for police, to help build a new police facility.

Councilmember Troxell asked about the electric impact fee and if it will be added to these proposed fees next year. Mr. Kotter stated there is currently an electric impact fee, that he did not include in his presentation, since it's not changing this year and that next year it will add into the current amounts.

Councilmember Smith asked what will happen to the funds if new growth does not hit the projected amounts in the impact fee study. Mr. Kotter stated there are projects identified in the facility plan and if the projects are not completed then the funds can be used on other projects identified, by priority. After six years, if the funds are not used, it is required the funds are returned.

MOTION: A motion to open the public hearing was made by Councilmember Smith, seconded by Councilmember Hipp, and carried unanimously. Councilmember Jensen, aye; Councilmember Hipp, aye; Councilmember Jeffries, aye; Councilmember Troxell, aye; Councilmember Smith, aye.

Mike Clark – asked about options for school districts building new schools. Mr. Oyler stated there are no exceptions for impact fees for any type of business and industry.

Julianna Larsen – asked about over collection of funds being assigned to other funds to be used in another way. Mayor Bott stated any over payment would need to be reimbursed after six years.

MOTION: A motion to close the public hearing was made by Councilmember Jeffries, seconded by Councilmember Hipp, and carried unanimously. Councilmember Jensen, aye; Councilmember Hipp, aye; Councilmember Jeffries, aye; Councilmember Troxell, aye; Councilmember Smith, aye.

MOTION: A motion to approve the Ordinance Adopting Impact Fee Facilities Plan and Impact Fee Amendment for Parks and Recreation, Fire, Police, Stormwater, Wastewater, Culinary Water, and Transportation Services was made by Councilmember Troxell, seconded by Councilmember Smith, and carried unanimously. Councilmember Smith, aye; Councilmember Troxell, aye; Councilmember Jensen, aye; Councilmember Jeffries, aye; Councilmember Hipp, aye

SCHEDULED DELEGATION

Presentation of Eagle Scout Project to Place Retired Flag Deposit Box at City Hall

Jaden Bodily presented his Eagle Scout Project to place drop boxes around the City for retired flags. He presented pictures of how the boxes would look and stated the flags would be collected once a month. It was decided he will contact the Community Center to place one in their building. Mayor Bott thanked Jaden for thinking of doing this and expressed his appreciation for the flag retirement ceremonies.

PUBLIC COMMENTS

Julianna Larsen – asked the council to review the general plan closely for errors or concerns. She stated her concern over the annexation process.

CITY ADMINISTRATOR REPORT

Mr. Oyler reported on the following items:

- Penstock Line: started putting new pipe in the ground the week.

- Bridge update: working on boring the utilities underground and still looking at the first or second week of January for full closure of Forest Street.
- Recreation department finishing up reviewing fees and will be brought before council soon
- City staff is hard working on power needs to continue providing power to residents

COUNCILMEMBER COMMENTS

Councilmember Jensen – Kawanis Club thankful for the help they received from Public Works on helping set up the Christmas tree and for how many people they had attend the tree lighting ceremony. He has also received good feedback regarding the leaf pickup.

Councilmember Hipp – spent time with the police department and thanked them for all they do for the City. Stated feedback from the dispatchers regarding the new radios and how much better they are compared to the old radios. Thanked the leadership within that department.

Mayor Bott – thanked Ms. Larsen for promoting community engagement with the general plan and hopes to receive more comments on the general plan. Also thanked the Kawanis Club for the tree lighting ceremony and the community involvement, which was estimated to have approximately 500 people attend.

ACTION ITEMS

Consideration of Resolution Approving Public Works Standards Update

Tyler Pugsley presented the updated Public Works Standards to the council. He stated that the standards need to be updated as technology and code change. He stated that we have the standards to protect the residents and the City and that they only apply to anything in the public right-a-way, not to private property.

MOTION: Councilmember Hipp made a motion to approve the Resolution approving the Public Works Standards Updates. The motion was seconded by Councilmember Jeffries.

Roll Call:	Councilmember Hipp	Aye
	Councilmember Jeffries	Aye
	Councilmember Jensen	Aye
	Councilmember Troxell	Aye
	Councilmember Smith	Aye

At 6:51 pm a motion was made by Councilmember Jensen to move into close session and seconded by Councilmember Jeffries. Councilmember Smith, aye; Councilmember Troxell, aye; Councilmember Jensen, aye; Councilmember Jeffries, aye; Councilmember Hipp, aye

The meeting returned to open session at 7:17 pm and adjourned.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the December 5, 2024 City Council Meeting.

Dated this 9th day of December 2024.

Kristina Rasmussen

Kristina Rasmussen, City Recorder