Salem City Council Meeting will also be held electronically, using the Zoom program.
If you would like to participate, please call the city offices (801-423-2770) or email (salemcity@salemcity.org) **before 5:00 p.m. on Wednesday, December 11th to request the link.**

DATE: December 11, 2024 (City Council Chamber 30 West 100 South)

6:00 p.m. WORK SESSION

1. Agenda Item Discussion
2. Staff/Council Reports

7:00 p.m. AGENDA – REGULAR COUNCIL MEETING

1. Volunteer Motivational/Inspirational Message
2. Invitation to Say Pledge of Allegiance
3. One Kind Act Recognition
   a. Salem Hills High School Student - Paisley Campbell
   b. Salem Junior High School Student - Olivia Hansen
   c. Valley View Middle School - Jane Kaupert
   d. Salem City Employee
4. Youth Council Report
5. SF / Salem Chamber Report
6. Decision: Ordinance Amending Title 11, Public Utilities and Services Chapter 1 – Electric Power – Net Metering, Salem City Code
7. Decision: Resolution Authorizing Participation in the UMPA Shared Solar Program
8. Decision: Salem Fiber Rates – Creating New Rate Options
9. Decision: Award Bid for Sewer Plant Expansion Project
10. Decision: Amendment to Interlocal Cooperation Agreement with Utah County Major Crimes Task Force
11. Decision: Ambulance Billing Company/Contract
12. Decision: Vehicle Lease/Purchase Agreement
13. Decision: Meeting Minutes - November 20, 2024
14. Decision: Bills for Payment

DIRECTORS REPORTS

15. Matt Marziale, Manager
16. Chief Brad James, Public Safety Dept.
17. Steve Cox, Building Dept.
18. Walter Bird, Attorney
19. Lisa Webster, City Planner

In compliance with the A.D.A., individuals needing special accommodations during this meeting should notify the Salem City Office at 30 W. 100 S. or call (801)423-2770 at least three working days prior to meeting.

20. Jeffrey Nielson, Finance/Recorder
21. Adam Clements, Electrical Dept.
22. Bradey Wilde, Engineering Dept.
23. John Bowcut, Fiber Dept.
24. Jen Wright, Recreation Dept.
25. James Thomas, Public Works Dept.

COUNCIL REPORTS

26. Mayor Kurt L Christensen
    a. Finances/Budget
    b. City Employees
    c. Miss Salem
    d. UMPA Report
    e. Public Safety
27. Councilperson Kelly Peterson
    a. Power
    b. Fiber
    c. SUVPS Report
28. Councilperson Cristy Simons
    a. Parks & Recreation
    b. Chamber of Commerce
29. Councilperson Cynthia Deveraux Rees
    a. Library
    b. Solid Waste/Recycling
    c. Youth Council
30. Councilperson Paul Taylor
    a. Water (Primary & Secondary)
    b. Mt Nebo & SUVMWA
31. Councilperson Tim De Graw
    a. Sewer
    b. Storm Drain
    c. Roads & Trails
32. CLOSED SESSION -The Salem City Council may temporarily recess the regular meeting and convene in a closed session to discuss pending or reasonably imminent litigation; the purchase, exchange, or lease of real property or water; or to discuss the character, professional competence or physical or mental health of an individual as provided by Utah Code Annotated §52-4-205.

Please Note: If you have an item that you would like to have discussed before the City Council, please fill out a request form, which is available online at salemcity.org or at the City Office, and return it to the City Office by 5:00 p.m. the Thursday prior to the meeting you would like to attend.

Minutes of the Salem City Council Meeting held on December 11, 2024 in the Salem City Council Chambers.

6:30PM WORK SESSION

1. AGENDA ITEM DISCUSSION

Matt Marziale reported that the city currently has three vehicles in a leasing program. Over the past few years, efforts have been made to transition out of leasing due to complications. He proposed purchasing the vehicles outright for $168,538.44 to exit the leasing program. Chief Brad James explained that while the lease program was initiated a few years ago, the decision has been made to discontinue leasing and purchase the vehicles to save money in the long term. It was noted that one of the vehicles currently under administration will be reassigned to the Engineering Department for use by one of Bradey Wilde's employees. Jeff Nielson stated that if additional funds are needed, they can be pulled from unassigned reserves at year-end, but the plan is to cover the cost within the existing budget. Mayor Christensen emphasized the importance of exiting the leasing program entirely and suggested reviewing and maintaining city vehicles annually to ensure they remain up to date. Matt Marziale inquired about options for selling vehicles, asking whether the dealership handles the process or if the city could sell them directly. Mayor Christensen reiterated the need to confirm that the leasing program is fully concluded, with no remaining fees.

Sewer Plant and Awarding of Bid- We are requesting to table this item to allow for further discussions regarding the construction aspects of the project. A key consideration in the evaluation process has been Alder's extensive experience, including their current work on Payson's plant, as well as previous projects in Spanish Fork and Provo. Their expertise, skills, and ability to deliver results have been significant factors. Notably, Alder has also helped Payson achieve cost savings compared to the original estimates, which has positively impacted our deliberations. The local connection Alder brings to the project has further influenced our discussions. During our initial evaluation, we did not have all the necessary financial data. Now that these figures are available, we plan to conduct a more detailed review with Alder to ensure all considerations are addressed.

Item #3 – Our staff has held numerous meetings to explore various options. Recently, we met with representatives regarding a federal financial opportunity to identify alternative solutions. Tomorrow, we will conduct another review with Zions Bank. Next week, we plan to meet with our developers to share updates and discuss our approach to pricing for phases 2 and 3.

Jeff Nielson stated that during our last discussion, we addressed net metering and the proposal to increase the allowable percentage from one percent to two percent. A key part of this change includes requiring applicants to meet with city staff to receive an overview of how solar systems work. This step is intended to help educate residents and prevent misinformation, as many have been misled by solar companies in the past. The goal is to ensure residents have a clear understanding of what to expect before proceeding with solar installations.

Additionally, we reviewed a resolution with input from Travis Bell of UMPA. He analyzed our current rates and recommended no changes, as our existing rates remain effective. The resolution has been crafted to maintain current rates while enabling participation in a shared solar program. It's important to note that UMPA's shared solar program differs from traditional rooftop solar installations.

Lisa Webster stated that we are currently working on an RFP for the General Plan Amendment. Progress on the fire station is going well and nearing completion. Additionally, the office design is almost finalized.

Jeff Nielson provided a reminder about the special council meeting scheduled for next Tuesday, the 17th, at 5:00 PM. The meeting will focus on reviewing the city's audit. He also mentioned distributing Christmas cards, with council members delivering them to local businesses, and noted that the employee luncheon is planned for the 23rd.

Jen – The Salem Community Theatre reported good ticket sales for the Pond Town Christmas Serenade, which is scheduled for Wednesday, December 18th, at 7:00 PM. Positive feedback was shared regarding the hot chocolate hut. The Chamber Gala is set for January 29th. This Saturday, the Amaryllis Project will provide amaryllis plants to individuals over 65 who are living alone, homebound, or semi-homebound. Tabitha's Way will also hold an event on Saturday. The senior citizens' Christmas lunch is planned for noon on Thursday, December 19th. The Kindness Creates Peace Awards will be presented at two different schools before the end of the year. In other updates, the recreation center will be trying MVP VU which will be piloted on Saturdays in the foothills, allowing junior high and high schools to livestream games through gym cameras. Parents would receive access codes to view games only when their child is participating. Finally, Salem Days planning is underway, with a theme centered around kindness. The top two theme options being considered are "Building Bridges: Every Kind Act Counts" and "Count on Kindness."

Matt Marziale asked about the Council Retreat and dates. The 31st and 1st should be on your calendar. The plan is to invite planning and zoning for Saturday.

James Thomas stated that we meet with the BBW next Thursday to get the permit to operate the tank at Viridian Farms. The tank is fully tested and ready. We are just waiting for the state to do their walk through.

Councilperson De Graw expressed concern that the homes at DR Horton may not meet the expected standards. Matt Marziale clarified that the focus was on finding designs with character. Steve Cox reassured the council that the homes might still be in progress and not yet completed.

MEETING CONVENED AT: 7:00 p.m.

CONDUCTING: Mayor Kurt L Christensen

COUNCIL PRESENT:

Mayor Kurt L Christensen
Councilperson Kelly Peterson
Councilperson Cristy Simons
Councilperson Cynthia Deveraux Rees
Councilperson Tim De Graw

STAFF PRESENT:

Jeffrey Nielson, Finance/Recorder
Chief Brad James, Police Chief
Matt Marziale, City Manager
Steve Cox, Building Dept.
John Bowcut, Fiber Dept.
Jen Wright, Recreation Dept.
James Thomas, Public Works Dept.
Mashaylie Harrison

OTHERS PRESENT

Please See Attached Document at Bottom

1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

Mayor Christensen stated he would like to offer a motivational message in the form of a prayer.

2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Councilperson De Graw invited those who wish to participate, to stand and say the pledge of allegiance with him. He then led the pledge of allegiance for those who wanted to participate.

3. ONE KIND ACT RECOGNITION

A student from Salem Hills High School and two Salem City employees were honored for their exceptional kindness. Councilmember DeGraw shared Paizlee's biography and highlighted her acts of kindness. Cristy also expressed appreciation for Paizlee's contributions. The kindness award recipients included McKay Lloyd and Emily Kunutz, whose inspiring stories of compassion were shared with the council. Biographies detailing each winner's kind deeds were presented, celebrating their positive impact on the community.

4. YOUTH COUNCIL REPORT

Spencer Rigby, representing the Youth Council, reported on recent activities, including distributing caramel apples at Skyhawk Gorge and passing out 1,600 donuts at Pondtown

Lights. Upcoming plans include delivering amaryllis flowers to approximately 150 seniors and organizing placing candles at the cemetery.

5. SF/SALEM CHAMBER REPORT

Kathleen Leavitt, representing the Chamber of Commerce, announced that the next major event is the Awards Gala, scheduled for the 29th. Voting is currently underway for the Business of the Year award.

6. DECISION: ORDINANCE AMENDING TITLE 11, PUBLIC UTILITIES AND SERVICES CHAPTER 1 – ELECTRIC POWER – NET METERING, SALEM CITY CODE

Jeff Nielson presented the net metering ordinance change, which increases the cap from 1% to 2%, allowing for greater solar adoption in the community. He emphasized that residents will need to sign an agreement to fully understand the terms of net metering. Steve Cox added that the city has not been actively expanding its capacity to accommodate additional solar panels.

MOTION BY: Councilperson De Graw motioned to approve the Ordinance Amending Title 11, Public Utilities and Services Chapter 1 – Electric Power – Net Metering, Salem City Code.
SECONDED BY: Councilperson Simons
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

7. DECISION: RESOLUTION AUTHORIZING PARTICIPATION IN THE UMPA SHARED SOLAR PROGRAM

Jeff Nielson explained that savings with the shared solar program depend on your individual bill, but it is possible to save money. He noted that participants purchase solar energy blocks from UMPA. Councilperson DeGraw added that once you purchase the blocks, you are committed to a two-year contract. Jeff clarified that there is no upfront buy-in cost, but the two-year contract is required.

MOTION BY: Councilperson Simons motioned to approve the Resolution Authorizing Participation in the UMPA Shared Solar Program.
SECONDED BY: Councilperson Rees
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

8. DECISION: SALEM FIBER RATES – CREATING NEW RATE OPTIONS

The council reviewed proposed changes to Salem Fiber service fees and tiers. Salem Fiber is not increasing overall rates but is adding and adjusting some. A $25 monthly fee for a dedicated Virtual Local Area Network (VLAN) for businesses was proposed. This service, based on Spanish Fork's pricing, ensures businesses have a separate, secure network. The 4 Gbps "Double Double" tier will be discontinued, and the 10 Gbps "Ridiculously Fast" tier will be reduced to $150 per month, the current cost of the 4 Gbps plan. This adjustment prepares for future demand as more customers opt for faster speeds. A $20 monthly fee for Advanced Managed WiFi (AMIFI) was proposed to support customers using higher-speed tiers (2 Gbps and 10 Gbps). This service aims to maintain high-quality performance for advanced users. Discounted rates for HOAs and apartment complexes were discussed, with discounts based on the number of units. Upgrades for individual tenants above the base service provided by the HOA would be available for an additional cost. Councilperson DeGraw inquired about notifying residents. John Bowcut clarified that only businesses, HOAs, and a few customers using AMIFI would be affected, making it straightforward to inform those impacted.

MOTION BY: Councilperson Rees motioned to accept Salem Fiber Rates – Creating New Rate Options.
SECONDED BY: Councilperson De Graw
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

9. DECISION: AWARD BID FOR SEWER PLANT EXPANSION PROJECT

Mayor asked for a motion to table the Award Bid for Sewer Plant Expansion Project.

MOTION BY: Councilperson De Graw motioned to table the Award Bid for Sewer Plant Expansion Project.
SECONDED BY: Councilperson Simons
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

10. DECISION: AMENDMENT TO INTERLOCAL COOPERATION AGREEMENT WITH UTAH COUNTY MAJOR CRIMES TASK FORCE

The Salem Police Department is a participating entity in the (MCTF) Major Crimes Task Force. The MCTF Executive Board has proposed the following changes to the Interlocal Cooperation Agreement. Extend the term of this Interlocal Agreement through 2029, and (2) improve the notification requirements and collaboration efforts between agencies in the

event a claim, notice of claim, or lawsuit gets brought against any MCTF participating entity. Chief Brad James stated that, City Attorney Walter Bird & I have both reviewed the proposed changes and are recommending that Salem City Council approve the amendments. Salem City is currently paying $4,469 per year to be a participating entity in the MCTF. The proposed amendments are not requesting any additional funding.

MOTION BY: Councilperson Simons motioned to approve the Amendment to Interlocal Cooperation Agreement with Utah County Major Crimes Task Force.
SECONDED BY: Councilperson Rees
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

11. DECISION: AMBULANCE BILLING COMPANY/CONTRACT

Salem City currently contracts with an ambulance billing and collection agent called, "Iris". They have informed the City that they will be going out of business effective December 31, 2024. Staff as reached out to two billing agent providers that currently provided billing services to communities in the south end of Utah County. Staff has met with representatives of First Professional Services & Gold Cross Services with the purpose of identifying a new ambulance billing provider. First Professional Services charges a one-time start-up fee of five-hundred dollars with a billing fee of 6.5%. Gold Cross Services would charge a monthly fee of 5.5% for products and services. Staff is recommending that Salem City approve First Professional Services as the new ambulance billing agent. Staff is basing this on their willingness to taking a lead roll in all ambulance billing needs and reduce staff time and responsibilities.

MOTION BY: Councilperson Rees motioned to accept the Ambulance Billing Company/Contract.
SECONDED BY: Councilperson Simons
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

12. DECISION: VEHICLE LEASE/PURCHASE AGREEMENT

Salem City has been gradually moving away from leasing trucks. Initially, leasing was a very good deal and highly beneficial. However, around 2021, the terms became less favorable, and that hasn't improved. We are now down to leasing three trucks. When we returned the last group of leased trucks, due to the economy and damages, we had to pay $17,200. The leasing company offered to roll that amount into the cost of the remaining three trucks, provided we leased them for five more years. However, at the end of the five years, we would not own the trucks and would still need to purchase replacements or enter into another lease agreement. Considering the yearly lease payments, plus potential costs from damage or depreciation upon returning the trucks, this option was not financially viable. We then explored the option of purchasing the trucks outright to end the lease. The leasing

company agreed and even offered to waive any additional fees. Staff Recommendation is to purchase the trucks now and ending the leasing arrangement. The trucks are actively used by various departments and are essential for operations. While this will result in a one-time expense, the trucks will become city assets. In the future, we can either keep them, sell them, or reassign them to another department as needed.

MOTION BY: Councilperson Simons motioned to approve the Vehicle Lease/Purchase Agreement.
SECONDED BY: Councilperson Rees
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

13. DECISION: MEETING MINUTES – NOVEMBER 20, 2024

Mayor asked for a motion to approve the minutes of November 20, 2024.

MOTION BY: Councilperson De Graw
SECONDED BY: Councilperson Simons
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

14. DECISION: BILLS FOR PAYMENT

Mayor Christensen asked for a motion to pay the bills in the sum of $2,131,304.29.

MOTION BY: Councilperson Rees motioned to pay the bills in the sum of $2,131,304.29.
SECONDED BY: Councilperson Simons
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

15. MATT MARZIALE, MANAGER

Matt Marziale discussed progress and challenges with the freeway interchange project, which is being planned in coordination with Spanish Fork City, UDOT, and Salem City to accommodate future population growth. Eric from UDOT recently informed the city that the project was canceled due to other priorities and financial constraints. However, Salem City had hired WCG Engineering to design the interchange, and the design is now complete. UDOT staff indicated the interchange will resemble the design of University Parkway, incorporating a TRAX line into the overpass. WCG Engineering is finalizing the details. The council discussed strategies for getting the project back on UDOT's priority list and securing state funding. Hiring a lobbyist, such as Dave Shepherd, was proposed as a potential step to assist with this and other city projects. The contract would likely span one to three years, but no decision was made during this meeting. The council agreed to invite Shawn from WCG Engineering to the next meeting to provide further details. WCG has

presented three proposals for the project, and discussions have already begun with developers and gas stations regarding the property. The council will compile a list of priorities related to the interchange moving forward.

16. CHIEF BRAD JAMES, PUBLIC SAFETY DEPT.

Chief Brad James staff reports were discussed earlier in the decisions, Vehicle Lease/Purchase Agreement, Ambulance Billing Company/Contract, and Amendment to Interlocal Cooperation Agreement with Utah County Major Crimes Task Force.

17. STEVE COX, BUILDING DEPT.

Steve Cox didn't have anything to add to tonight's meeting.

18. WALTER BIRD, ATTORNEY

Walter Bird didn't have anything to add to tonight's meeting.

19. LISA WEBSTER, CITY PLANNER

Lisa Webster presented her staff report during the work session earlier in the meeting.

20. JEFFREY NIELSON, FINANCE/RECORDER

Jeff Nielson presented his staff report during the work session earlier this meeting.

21. ADAM CLEMENTS, ELECTRICAL DEPT.

Adam Clements was excused from tonight's meeting.

22. BRADEY WILDE, ENGINEERING DEPT.

Bradey Wilde didn't have anything to add to tonight's meeting.

23. JOHN BOWCUT, FIBER DEPT.

John Bowcut discussed his staff report earlier in the decision, Salem Fiber Rates – Creating New Rate Options.

24. JEN WRIGHT, RECREATION DEPARTMENT

Jen Wright presented her staff report during the work session earlier in the meeting.

25. JAMES THOMAS, PUBLIC WORKS DEPT.

James Thomas presented his staff report during the work session earlier this meeting.

COUNCIL REPORTS

26. MAYOR KURT CHRISTENSEN

Mayor Christensen recognized the employees for their outstanding efforts and acknowledged how fortunate we are to be a part of the UMPA meetings.

27. COUNCILPERSON KELLY PETERSON

Councilperson Kelly Peterson expressed gratitude to the council for their support of the net metering changes and shared solar initiatives. He also praised the exceptional team at UMPA for their work.

28. COUNCILPERSON CRISTY SIMONS

Councilperson Simons thanked everyone who attended the Skyhawk Gorge event. Jen and I had the opportunity to visit several local businesses, which provided a great way for us to build relationships within our business network.

29. COUNCILPERSON CYNTHIA DEVERAUX REES

Councilperson Rees expressed their gratitude to everyone for their efforts and contributions toward the Pondtown lighting.

30. COUNCILPERSON PAUL TAYLOR

Paul Taylor was excused from tonight's meeting.

31. COUNCILPERSON TIM DEGRAW

Councilperson De Graw stated that Alison's report states that the sewer plant is operating within parameters. However, two gearboxes have failed, and the cause is under investigation. The designer, manufacturers, and repair teams have been contacted to identify the issue, and efforts are ongoing to determine the root cause by next week. The plant has one engine and gearbox in reserve to maintain operations. Plant staff will delay replacements until the issue is fully understood. Councilperson De Graw conducted a ride-along with Matt Marziale, who provided updates on various projects. Some tasks are still in progress and are being addressed. While cones have not yet been required by contractors, Bradey Wilde noted that if delays persist, additional signage will be requested. It was noted that the Salem Canal Trail is seeing heavy use. Regarding the Hess project, Matt Marziale confirmed that the order for the pole bases has been placed, and electrical work is set to begin soon.

32. CLOSED SESSION

There was no closed session for tonight's meeting.

ADJOURN CITY COUNCIL MEETING

Mayor asked for a motion to adjourn the meeting.

MOTION BY: Councilperson Simons motioned to adjourn the council meeting.
SECONDED BY: Councilperson De Graw
VOTE: Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Rees; Aye, Councilperson De Graw; Aye (4 Ayes)

MEETING ADJOURNED AT: 8:02

Jeffrey Nielson, City Recorder

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MEETING ADJOURNED AT: 8:02

_____
Jeffrey Nielson, City Recorder