

**TREMONTON CITY CORPORATION  
CITY COUNCIL MEETING  
September 16, 2014**

Members Present:

Diana Doutre  
Lyle Holmgren  
Jeff Reese  
Bret Rohde  
Byron Wood  
Roger Fridal, Mayor  
Shawn Warnke, City Manager  
Darlene S. Hess, Recorder

**CITY COUNCIL WORKSHOP**

Mayor Fridal called the September 16, 2014 City Council Workshop to order at 6:00 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Fridal, Councilmembers Doutre, Holmgren, Reese, Rohde, and Wood, City Manager Shawn Warnke, Recorder Darlene S. Hess, Zoning Administrator Steve Bench, City Attorney Dustin Ericson and his son, Ryker, Public Works Director Paul Fulgham, Police Chief David Nance, and Treasurer Sharri Oyler.

1. Special Video Clip Presentation - Mayor Roger Fridal

Mayor Fridal showed the Council a video clip from the sitcom, “News Room”, and asked the Council to consider how the video can be applied to our City. Mayor Fridal stated that Financial Director Curtis Robert’s job is to find answers to Tremonton City’s financial problems by becoming informed. Mayor Fridal noted that Jeff Daniels character from the clip, and Mr. Roberts, both stated that the first step is to realize that there is a problem. First become informed and learn all there is to learn, then make decisions. Mr. Roberts expressed to Mayor Fridal in a recent conversation that when the Council makes decisions, it is for all the citizens of Tremonton City. There is a huge responsibility to the citizens to become informed and make correct decisions.

2. Staff Reports:

- a. Report on ambulance service area boundaries between Tremonton and Fielding’s licensed service area – Steve Batis, Fire Chief

Chief Batis reported that there was a meeting with the State concerning Highway 30 (SR-30) or 15200 North from Riverside to the County border. This is currently included in the Tremonton Ambulance area. Chief Batis and Blair Westergard went to the meeting which was attended by Fielding’s City Council, Mayor, and several others from Fielding. Fielding presented a proposal to take all

of SR-30 in their ambulance area, every house with 15200 addresses, and Collinston (almost to Cedar Ridge).

Tremonton has 120 days to protest. Chief Batis would like to set up a meeting with the State of Utah and present Tremonton's case. Some members of Tremonton City Council have approached Chief Batis with the suggestion that Fielding and Tremonton City Councils meet to discuss the situation. At this point it is an informal hearing.

Councilmember Reese asked whether Fielding Fire Department has the equipment needed to cover the area. Tremonton City currently has approximately thirty-three (33) Advanced EMT's. Chief Batis is unsure how many Fielding has but believes it to be under ten (10) and not all live in Fielding. Tremonton requires Advanced EMT's to live within city limits. Tremonton's Firefighters live close to the station and can respond quickly. SR-30 is used by residents from all the Cities in the valley.

Chief Batis stated there were two ambulance calls that came to Tremonton because they weren't responded to in a timely manner by Fielding. The people that were involved with the ambulance calls will testify if it comes to a formal hearing. Chief Batis reported that it would be best if the Council came to the meeting with the State and Fielding. Fielding used Google Map during the first meeting to show that the areas in question are closer to Fielding and they would have a quicker response time. Chief Batis rebutted that is only applicable if both stations were full-time with responders sitting in the station ready to go around the clock.

Councilmember Reese questioned why Tremonton was fighting to keep the area. Chief Batis stated that there have been instances in the past where Tremonton was called after other Departments were unable to respond or manage the situation and some people have had to wait up to an hour. If Fielding is unable to manage the calls they receive now, will they be able to handle a larger area and more calls?

Councilmember Wood told Chief Batis to schedule the meeting and that he will support him 100%. Councilmember Holmgren concurred. Councilmember Reese agrees, but does not think it's productive to get involved with he said, she said. Chief Batis said that other Departments will not be involved or offer testimony so there will not be he said/she said. Larry Robinson will be presenting for Tremonton. It will probably not go to a formal hearing as Chief Batis believes the cities will be able to reach a compromise at the meeting.

Mayor Fridal would like coverage to always be available. Mayor Fridal was asked if Tremonton has been unable to man an ambulance. Chief Batis stated that since he started in 1980, Tremonton has never been unable to man an ambulance. Mayor Fridal stated that Tremonton Fire has a track record with calls and people's lives should not be put at risk because of a territory dispute. Councilmember

Wood stated that Tremonton has more personnel and better response time. Councilmember Doutre stated that she will also support Tremonton's Fire Department.

Chief Batis will give the Council plenty of notice before the meeting. There is usually thirty days notice given to the Fire Department. The meeting is usually held at the Box Elder County Dispatch Office as it is a neutral location.

Councilmember Rohde expressed that the patient needs to come first. As long as that is the focus, then the outcome will be the right one.

- b. Report on the methodology used to calculate the charge per 1,000 gallons of wastewater treated for the Draft Wastewater Treatment Services Agreement with Garland City and discussion of increases of wastewater treatment rates – Shawn Warnke, City Manager and Paul Fulgham, Public Works Director

Manager Warnke discussed the need to increase the rates for the Wastewater Treatment Plant. It was originally discussed a year ago. The City held off because Garland and Tremonton were in the midst of getting a new agreement in place for Wastewater Treatment. The Capital Facilities Plan and Impact Fee Facilities Plan and Analysis are being updated, which will show the anticipated capital expenses in the upcoming years along with Impact Fees that could be collected. Tremonton's growth is not sufficient to cover Capital Facilities expenses solely through Impact Fees, so the City must rely on other revenue, such as user fees to make up the difference.

The Wastewater Treatment Fund is operating in a deficit. It is proposed to increase the base rate \$1.74 a month, and also increase the overage rate. Currently the overage is at \$0.75 per gallon. It is proposed that a \$0.10 increase be applied to the overage.

MOM Brands and West Liberty Foods have pre-treatment agreements with the City. The rates for BOD (Biochemical Oxygen Demand) and TSS (Total Suspended Solids) would go from \$0.10 to \$0.15 a pound, and the FOG (Fats, Oils & Grease) would go from \$0.20 to \$0.25 a pound.

Manager Warnke had a conversation with Finance Director Roberts, Brad Rasmussen from Aqua Engineering, and Public Works Director Fulgham recently about some of the projected regulatory requirements and rules that will be coming. Mr. Roberts recommended that the City have a 6-8% return on asset ratio. Last year, Tremonton didn't even have a 1% return on asset ratio. The City is using some of the reserves to do a solids handling project in the spring, to lease a new front end loader, and to buy a new truck. It was originally budgeted for \$800K to come out of the reserves.

Manager Warnke asked the Council to consider the need for a rate increase before giving Garland a rate for Wastewater Treatment. The rate would need to reflect an increase in cost. Councilmember Holmgren asked if Tremonton would be charging Garland based on flow. Councilmember Wood thinks Garland should be charged the same as Tremonton residents per ERU.

Councilmember Holmgren understands that Garland may need more money to maintain their drains/etc. but that should come from Garland residents and not affect the rate with Tremonton. Director Fulgham noted that Tremonton only charges Garland for Treatment. Each city has their own collection account and the funds for fixing infiltration would come from there.

Manager Warnke noted that Garland wants a rate based on flow; however, there are concerns with billing on flow. Manager Warnke will discuss the pitfalls of charging on flow with Garland representatives tomorrow at the Wastewater Treatment Plant Meeting. If Garland wants to pay based on flow, it can be done. Director Fulgham said that another meter would need to be installed if Garland is billed based on flow as there isn't a meter on the line coming down 300 East by Bear River High School. A new meter would also need to be installed where one was installed in 2005. A third party would be used to install and calibrate annually. Councilmember Reese commented that Garland should pay for the new meters. Director Fulgham stated that meters have been billed to the Treatment Facility in the past because they are part of the treatment facility. The meters usually run \$3-4K a piece.

During the last five years, Garland would have paid less for wastewater treatment only one year if charged based on flow. The other years Garland would have paid more if charged based on flow. Garland has been given documentation showing what it would have cost them over the last several years based on flow. Mayor Fridal stated that Garland will not pay less than the residents of Tremonton.

Councilmember Wood asked how long the meter can be expected to last. Director Fulgham said that a meter was installed in 2005. It was an inexpensive meter so Tremonton could have an idea of the flow. The previous meters were removed several years ago when Garland was billed on ERU's, not flow. There were no meters between Garland and Tremonton for about twenty years. Director Fulgham explained that the new meters should last between ten and fifteen years. The meters may last a little longer because they will be recalibrated annually. Tremonton has had good luck with the less expensive meters lately.

Manager Warnke noted that Tremonton representatives for the Wastewater Treatment Plant (WWTP) will include: Manager Warnke, Director Fulgham, Treasurer Oyler, Finance Director Roberts, Brad Rasmussen with Aqua Engineering, Mayor Fridal, and Councilmember Holmgren. It is a public meeting so anyone, including other councilmembers, could be in attendance. The meeting

will be at 5:30 p.m. tomorrow, September 17<sup>th</sup>. The pitfalls and pros and cons of billing on flow will be discussed.

Councilmember Holmgren noted that the last WWTP meeting ended with Garland wanting to know the plan and pricing that Tremonton would be charging.

- c. Report/update on outstanding subdivision improvement – Dustin Ericson, City Attorney; Steve Bench, Zoning Administrator; and/or Shawn Warnke, City Manager

Manager Warnke explained that progress is being made regarding the outstanding subdivision improvements. There are two general categories that need to be adjusted. One category is subdivisions that have been recorded and constructed. Most cases have people living at the location, but there are still public improvements that need to be completed. The improvements were part of the subdivision approval and required by the Development Code. The other category is subdivisions that have been recorded but never constructed. Once a subdivision is recorded the lots can then be sold. The problem is that lots are sold but cannot get building permits because there is no infrastructure.

Attorney Ericson noted that there has been quite a bit of progress. There was a chip seal project in the summer and many of the developers participated. There is a proposed agreement in place with Tremont Place Subdivision. It was recently purchased by a new owner. The new owner is willing to sign an agreement with Tremonton City stating that the development group will assure the necessary improvements are completed in a timely fashion.

The Council gave the approval for the City to put liens on some of the lots in Clover Field Subdivision. For the subdivisions that have been recorded but do not have any improvements, there has been a draft petition prepared to vacate the McFarland Subdivision. A representative from the McFarland Subdivision expressed a desire to vacate the subdivision. The owner of Lookout Point expressed willingness to sign an agreement with the City to allow them an extended period of time to complete the improvements. It has been drafted, but not signed.

Manager Warnke explained that the City is trying different tools or leverage to work with the different developers. Building permits are being withheld from Archibald Estates. The developer is currently trying to get money to help pay for the chip seal. Some of the other subdivisions have elected to participate with the City in the most recent chip seal. The idea is for the developers to continue to participate as the City has projects. Treasurer Oyler has invoiced the developers that participated. Holmgren Estates paid \$6K toward the chip seal.

The Council took a five minute break at 7:00 p.m.

**Motion by Councilmember Doutre to move to Closed Session for the purpose of discussing the character, professional competence or physical or mental health of an individual.** Motion seconded by Councilmember Holmgren. Roll Call Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde – aye, and Councilmember Wood - aye. Motion approved.

The Council moved into closed session at 7:07 p.m. Those in attendance for the Closed Session were Mayor Fridal, Councilmembers Doutre, Holmgren, Reese, Rohde, and Wood, City Manager Shawn Warnke, Recorder Darlene S. Hess, and City Attorney Dustin Ericson.

11. **Closed Sessions:**

- a. **Strategy session to discuss pending or reasonably imminent litigation**
- b. **Closed session to discuss the character, professional competence or mental health of an individual**

This Closed Session Agenda topic was not discussed.

- c. **Strategy session to discuss the purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms**

This Closed Session Agenda topic was not discussed.

No ordinance, resolution, rule, regulation, contract or appointment was made during the closed session.

**Motion by Councilmember Doutre to return to open meeting.** Motion seconded by Councilmember Holmgren. Roll Call Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde – aye, and Councilmember Wood - aye. Motion approved.

The Council returned to open session at 7:15 p.m.

4. Review of agenda items on the 7:00 p.m. Council Meeting:

The Council reviewed the September 16, 2014 Agenda with the following items being discussed in more detail:

Due to time constraints, no agenda items were reviewed during the Workshop.

The meeting adjourned at 7:15 p.m. by consensus of the Council.

**CITY COUNCIL MEETING**

Mayor Fridal called the September 16, 2014 City Council Meeting to order at 7:15 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Fridal, Councilmembers Doutre, Holmgren, Reese, Rohde, and Wood, City Manager Shawn Warnke, Recorder Darlene S. Hess, Zoning Administrator Steve Bench, City Attorney Dustin Ericson, Public Works Director Paul Fulgham, Police Chief David Nance, and Treasurer Sharri Oyler.

1. Opening Ceremony:

Mayor Fridal informed the audience that he had received no written or oral request to participate in the Opening Ceremony. He asked anyone who may be offended by listening to a prayer to step out into the lobby for this portion of the meeting. The prayer was offered by Councilmember Wood and the Pledge of Allegiance was led by Mayor Fridal.

2. Introduction of guests:

Mayor Fridal welcomed all those in attendance.

3. Approval of Agenda:

**Motion by Councilmember Doutre to approve the agenda of September 16, 2014.** Motion seconded by Councilmember Wood. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

4. Approval of minutes – August 19, 2014:

**Motion by Councilmember Rohde to approve the minutes of August 19, 2014.** Motion seconded by Councilmember Reese. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

5. Public comments: Comments limited to three minutes:

There were no public comments.

6. Request(s) to be on the agenda:

a. Presentation on the Veteran's Memorial – Veterans Committee and Women's Civic Club

Dave Kilfoyle stated that the Women's Civic Club gave the American Legion \$800 to help start rebuilding the names and adding more plaques for veteran's names at Midland Square. Mr. Kilfoyle expressed gratitude for the City for

working on the project. It was hard to find a paint that will stay on the stainless steel plaques. The paint used this time will last longer than the paint originally used. Mayor Fridal asked how long the first paint lasted. Mr. Kilfoyle said it lasted ten years, but some of the paint started peeling off after five years. Councilmember Holmgren asked where the new plaques will go. Mr. Kilfoyle stated there is room on some of the metals trees that hold the plaques, but there may need to be additional trees built to hold more plaques. Mr. Kilfoyle thanked everyone on the committee that helped, as it was a big project.

Mayor Fridal thanked the American Legion and the Women's Civic League for all they do.

Alberta Ross from the Women's Civic League noted that veterans are so important. Ms. Ross became chairman over the public issues department and wanted to help with the memorial at Midland Square. It was a wonderful project and helped beautify the City. Everyone involved with the project thanked Marc Christensen, Parks & Recreation Director for his help.

Mayor Fridal thanked all those involved and all the veterans that make our freedom possible.

7. Presentation:

- a. Presentation on the City's Water System and Water Pressure for the Spring Acres Subdivision and Country View Subdivision and surrounding areas - Paul Fulgham, Public Works Director

Director Fulgham gave an overall review of the City's water system and pressure. Water pressure varies depending on location. The core part (old part of town) runs between 80-95 PSI (pounds per square inch). Pressure reducing valves come from the East to lower the pressure in the core part 10-15 pounds to help preserve the mains. Water pressure is built two ways; the first is by elevation. Tremonton reservoirs/tanks are located on the mountainside. The second way to build pressure is a pump system. Tremonton pumps from the river area (where the majority of the water is produced) up to the reservoirs. Whenever homes are built higher on the hill, the City needs to put a tank at a higher elevation and pump water to it.

Tremonton has three pressure zones. The first is the core area in the older part of Tremonton. This area goes from the Bear River to about 2300 West. The second and third areas extend from 2300 West to the Tenth North hillside. As the water comes down the hillside it builds pressure quite rapidly. Mr. Fulgham noted that the City tries to keep the UDOT State Shed water pressure at 70 PSI. By the time the water reaches the old Elmer Peterson home on Tenth North it is at 110 PSI. The City has another pressure regulator before it comes into the City's water line. The higher you build a home on the hill the lower the pressure will be. For every

2.3 feet of elevation you can develop one pound of pressure. Hillsides have either too high or too low pressure that is regulated by control valves.

The control valves used in homes are a spring type. The type used in the City's water system is similar but it is hydraulically operated. Because they are mechanical they are prone to failure. They usually stick in more of a closed position. If the valves stick in an open position then high pressure would be going through and could easily ruin a water heater. The City has such hard water, especially on the West side, the valves will get stuck more in a closed position. The water on the West side is two to three times harder than the City normally has because a lot of the water on the hillside is provided from the Conservancy District. The City has to go in periodically and check the valves to maintain, clean, and remove the hard water that sticks.

The City doesn't usually have any complaints with pressure in downtown Tremonton. Director Fulgham appreciates when citizens call and let the City know there is a problem with the water pressure. The City put in a new line to help with the water pressure in Country View Estates. Sometimes it was a struggle in the summer to get 20-30 PSI, but there is now approximately 65 PSI continuously.

Councilmember Dautre asked if there were complaints now about the water pressure. Director Fulgham hasn't heard of any complaints from Country View but there have been a couple from Spring Acres. The City did construction at Spring Acres and some of the valves stuck more in the closed position. Councilmember Dautre asked if the construction affected Ron Jeppsen's water pressure. Director Fulgham explained that Mr. Jeppsen is on an entirely different zone, but his home is farther from the source and will get less volume. Pressure and volume are different. Volume can be seen when the hose is turned on, but pressure must be measured with a gauge. There is static pressure and dynamic pressure. Dynamic pressure is the flowing pressure. The State mandates that dynamic pressure must have a minimum of 20 PSI and 40 PSI in a static state. The maximum PSI is controlled by the plumbing code internally in the home.

Councilmember Rohde asked if the homeowners that are buying property on the hill in Country View know there will be reduced water pressure. Director Fulgham explained that ground water issues are recorded on the plats but the City has not ever had water pressure recorded. Councilmember Holmgren stated that no one has to report water pressure. The only thing that has to be reported is whether the home has city water or not. Councilmember Rohde expressed concern that future homeowners on the hill should be informed about the lower water pressure before purchase. Director Fulgham commented that was an issue that can be addressed by the Land Use Committee.

Councilmember Dautre asked if the City should be informing prospective homeowners of the lower PSI when building on the hillside. Councilmember

Holmgren said it should come out when the plat is designed and is the responsibility of the City and the Developer to ensure that state code is met. Director Fulgham noted that the homes on the hillside have had the state minimum of 20 PSI. However, no one likes to have 20 PSI. The homes on Country View are now maintaining 65 PSI throughout the year as the water is all fed through the City. Any homes built above the 50 PSI line, the developer will be required to put in another storage tank and pump to produce the required pressure. Director Fulgham noted that some communities charge more for water if the home is located on a hill as the water must be pumped up higher. Park City has different rates based on where homes are located on the hillside.

Director Fulgham urged the Council to call with questions or concerns. The City is more than willing to put recorders that monitor PSI in neighborhoods. There have been recorders at the fire hydrants and on individual homes for up to a week. It helps homeowners see that the lower pressure may be coming from internal plumbing issues and pressure reducer valves in the home.

8. City Staff Reports:

- a. Report on Tremonton City Police Department Records Management System—David Nance, Police Chief

Chief Nance explained that three to four years ago the Police Department changed from Spillman to FATPOT to save money. It was an annual saving of \$4K. There have been some problems with FATPOT. Brigham and Perry also switched to FATPOT at the same time. FATPOT merged with another company and will not continue to invest money into the Police Department Records Management System. Chief Nance would like to switch back to Spillman on the County server. Initially, the annual maintenance will increase around \$4K and the City will need to purchase some additional modules for about \$20K. The annual maintenance is currently \$6K and would probably double.

Councilmember Reese asked if Brigham and Perry will be switching back to Spillman. Chief Nance said all three cities will be returning to Spillman because FATPOT has some problems and will not be fixing the issues. Councilmember Rohde asked if there were other options available. Chief Nance stated there were other options but Spillman is a very good product. The Police Department was happy with Spillman before except for the price. The other benefit to Spillman is that the majority of other agencies in Utah use Spillman. Ogden purchased a product for \$1M about ten years ago and they are now getting out of it because it's too expensive. Ogden will be switching to Spillman. It is easier to share data with other departments if on the same system.

Mayor Fridal asked who will use Spillman. Chief Nance stated that the Clerks and the Officers will be using Spillman. All police reports will be on Spillman and it is the database. Manager Warnke explained that it will have a fiscal

impact, but Chief Nance will try to absorb the added expense with the Police Department Budget, without a budget amendment.

- b. Report/update on the construction of the Senior Center Parking Lot – Paul Fulgham, Public Works Director

Director Fulgham commented that sod was put down today, sprinklers are installed, and the lights will be stood up tomorrow and running by the end of the week. The island area will be filled in within the next two weeks, but no trees or shrubs will be put in until spring to remove the danger of losing to frost. The project will be complete in a couple of weeks. Councilmember Reese said the Senior Center Parking Lot looks good and has come in under budget. Director Fulgham stated that the fence has been deferred until the School District decides what to do with their adjacent property.

Director Fulgham stated that the swap over with the power and transformer will be on Columbus Day because the City offices will be closed. If it is not finished on Columbus Day there may need to be some short power outages as Golden Spike makes tie-ins between the Civic Center and the Police Department. However, the bulk of the job should be done on Columbus Day. The concrete will be poured within the next couple of weeks. Councilmember Holmgren expressed appreciation to Director Fulgham for the work done by the culvert at the Senior Center. It turned out very well. Director Fulgham stated that Tom Anderson did the work at the culvert. The Council thanked Director Fulgham for his work at the Senior Center.

- c. Continuation of any “City Staff Reports” not completed during the 6:00 p.m. City Council Workshop

It was not necessary to continue the City Staff Reports.

9. New Council Business:

- a. Discussion and consideration of approving the July 2014 Warrant Register.

Councilmember Doutre asked about the check to UDOT. Manager Warnke explained that it was the match for the Small Urban Funds on the Tenth North Project.

**Motion by Councilmember Wood to approve the July 2014 Warrant Register.** Motion seconded by Councilmember Reese. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese -aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- b. Discussion and consideration of approving the July 2014 Financial Statement.

Councilmember Rohde asked if there was a way to include the totals for the month instead of an accumulated total for the year on the Financial Statement. Manager Warnke explained that the period actual totals show the monthly total, and the year to date total shows the accumulated total for the fiscal year, and the detailed report shows the percentage of the yearly budget expended. Councilmember Rohde would like the statement to show a period budget showing how much was budgeted and spent each month. Recorder Hess will check with Caselle and see if a period budget column can be added to the statement.

**Motion by Councilmember Reese to approve the July 2014 Financial Statement.** Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- c. Discussion and consideration of approving the Utility write-offs – Sharri Oyler, Treasurer

Treasurer Oyler presented a report to the Council on the utility write-offs. Councilmember Reese noted that the amount is minor compared to what it could be.

**Motion by Councilmember Holmgren to approve the write-offs presented by Treasurer Oyler.** Motion seconded by Councilmember Reese. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved

- d. Discussion and consideration of adopting Resolution No. 14-44 approving an amendment to Section XIII: Compensation Planning of the Tremonton City Personnel Policies and Procedures Manual – Shawn Warnke, City Manager

Manager Warnke noted there are two classes of employees currently that are not eligible for probationary increases. When employees have been employed for a year and are no longer on a probationary period, there is a review and employees are considered for a 3% wage increase (if the Council has budgeted for the increase). Public Works employees and Police Officers essentially have an achievement increase. The Police Officers increase is currently based on length of service and experience gained while employed. Public Works employees are required to become certified and get increases once certified. It is not easy to become certified. Several Public Works employees have resigned.

Manager Warnke recommended that the Council to approve probationary increases of 3% for Public Works employees and Police Officers. Councilmember Wood thinks it will help retain employees and is a good idea.

**Motion by Councilmember Wood to adopt Resolution No. 14-44.** Motion

seconded by Councilmember Holmgren. Roll Call Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved

- e. Discussion and consideration of adopting Resolution No. 14-45 amending, clarifying, adding to and deleting from Section VII: Grievance Procedures/Process of the Tremonton City Personnel Policies and Procedures Manual – Shawn Warnke, City Manager

Manager Warnke explained that Resolution No. 14-45 will require full disclosure of the identity of the individual making the grievance. This policy will also add that retaliation or reprisals from a filed grievance are prohibited and could be classified as misconduct. Councilmember Doutre considers it fair to know who made grievance.

**Motion by Councilmember Holmgren to adopt Resolution No. 14-45.** Motion seconded by Councilmember Doutre. Roll Call Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved

- f. Discussion and consideration of the City Council appointing an individual to serve on the Planning Commission – Bret Rohde, City Councilmember

**Motion by Councilmember Rohde to appoint Tom Stokes to serve the remainder of Commissioner Brian Mickelson’s term, which ends January 1, 2015, to serve on the Planning Commission.** Motion seconded by Councilmember Wood. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

10. Comments:

- a. Administration/City Manager Advice and Consent.

- 1. Discussion of scheduling possible Special City Council Meetings

Manager Warnke is arranging a special meeting for the City Council with a representative from Ballard Spahr and Finance Director Curtis Roberts on September 30, 2014. Ballard Spahr has been involved with some of the UTOPIA transactions, as the bond counsel. Ballard Spahr is familiar with the bonding obligations and covenants of the UTOPIA bonds. Councilmember Rohde advised the Council to come to the special meeting with all questions and alternatives. Mayor Fridal proposed that the special meeting commence at 6:00 p.m. on Tuesday, September 30, 2014.

- b. Council Reports

**Councilmember Rohde** asked for confirmation that the Tenth North road will be replaced next year. Director Fulgham confirmed that work will start next spring. The new waterline will be done before the road and will be complete this winter. With the new road designs, part of the existing waterline will be too shallow. The waterline will need to be replaced from 2300 to 2000 West and upsized. It will go out to bid in November. Councilmember Rohde asked if that will create a lot of potholes on the road over the winter. Director Fulgham explained that the goal is to keep the potholes patched until the road is replaced in the spring. The road should be complete by July 2014. Councilmember Reese wondered about compaction. Director Fulgham stated the waterlines will only be four-five feet deep and compaction will not be an issue.

**Councilmember Wood** stated that Blaine Rupp spoke with him about potholes. Director Fulgham said the potholes in question had been filled with material. Director Fulgham will check to see that the material stayed in the hole. The road is the first one allocated to get fixed. Mayor Fridal asked which road and was told it was the Frontage Road on 2300 on the Southwest of the Freeway.

John McClellan spoke with Councilmember Wood asking if the Chamber of Commerce could have a sign at the Civic Center notifying the public that the Chamber of Commerce is located within the City offices. John Kitch, from the Chamber of Commerce, stated that part of the agreement with the City for using office space was that the Chamber was not to advertise the physical location. Manager Warnke explained that the agreement can be reviewed. Mr. Kitch stated that he has not had more than 20 people come to the office since the Chamber moved to the Civic Center. Councilmember Wood thought there could be a sign showing the way to the Chamber's office. The Council supports the Chamber and appreciates the work they do.

Councilmember Wood thanked the citizens for allowing the Council to attend the ULCT (Utah League of Cities and Towns) training. It was excellent this year, and money well spent.

**Councilmember Dautre** also thanked the citizens for the opportunity to attend the ULCT training. It was beneficial to talk with the other cities and to hear the speakers. It was fun and very educational.

**Councilmember Holmgren** spoke about the letter Mayor Fridal and Manager Warnke were going to send out to residents regarding UTOPIA with the power bill. Councilmember Holmgren helped with the letter would like to send a copy to Councilmembers asking their opinion and any corrections or additions needed. The letter needs to go out to residents informing them of the pros and cons of UTOPIA in the near future.

11. Closed Sessions:

- a. *If necessary, continuation of any "Closed Session item" not completed during the 6:00 p.m. City Council Workshop*

No closed session was held at this time.

12. Adjournment.

**Motion by Councilmember Doutre to adjourn the meeting.** Motion seconded by Councilmember Wood. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

The meeting adjourned at 8:20 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Cynthia Nelson.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Darlene S. Hess, Recorder