

**TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
January 6, 2015**

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 January 6, 2015 City Council Workshop to order at 6:01 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. The following Department Heads were also present: Fire Chief Steve Batis, Public Works Director Paul Fulgham, and Police Chief David Nance. Also in attendance were: Trevon Cutler, James Munns, Larry Robison, Mark Thompson, and Blair Westergard from the Fire Department.

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

The Council reviewed the January 6, 2015 Agenda with the following items being discussed in more detail:

Minutes - Councilmember Holmgren would like to see the minutes saved as a searchable PDF. Director Fulgham noted that Adobe Acrobat Professional 11 is ordered and once it is here, the minutes can be saved as a searchable PDF. Manager Warnke explained that the plan is to have one PDF file that is bookmarked. The Council liked the idea.

Update on 1000 North Road Project – Director Fulgham explained that the State is behind schedule and does not have the project out to bid. Prior to putting the 1000 North Road Project to bid the easements and right-of-ways needs to be verified by the State. Once verified, the State should be able to post the project bid next week. The project has been scaled back as it can't be more than 10% over the State's independent estimate. If more funds are needed, it will be addressed with the City Council to use some of next year's road project funds. The Public Works Director is recommending that the 1000 North Project start where the 1991 road project for the Malt-O-Meal redevelopment started. The road's structure is good, but the road's surface is pitted from the salt and sand coming from the traffic off the freeway. Director Fulgham recalled that the Small Urban Project that the City did with the state was to be for a full mile of road; however,

the State funds only covered the construction of half a mile at the State's standards. The City was able to borrow less money than the State funds and build the other half mile that included a bridge. Director Fulgham stated that if you drive on 2000 West, you cannot tell where the City's portion of the road starts and stops. The roads are built to the same specifications, but the State's costs for construction management and the environmental study take a lot of that money.

Ordinance 15-01, Compensation and Salaries – Manager Warnke explained under the current codified ordinance, contained in Chapter 3-800 City Administration of the Revised Ordinances of Tremonton City Corporation that if an employee received two rates of pay, the employee would receive the higher of the two wages. Additionally, the other rules and regulations that are stated in this current codified in Chapter 3-800 City Administration are addressed in the City's Personnel Policies and Procedures. Instead of having two sets of standards that might not coincide, it is recommended that duplications be eliminated by amending the currently codified ordinance. Councilmember Reese stated that is was just cleaning up the Revised Ordinance of Tremonton City Corporation.

Manager Warnke explained Resolution No. 15-01 and Resolution No. 15-02 proposes the consolidation of different rates of pay that firefighters have received over time for primary duties performed such as EMT, firefighter, and hazmat. Job descriptions have been created that include the aforementioned primary duties combined and one rate of pay assigned for the following positions: Firefighter/EMT Trainee; Firefighter I/EMT Basic; Firefighter II/EMT Advanced; and Reserve Firefighter. The policy proposed in Resolution No. 15-01 amends Section XIII: Compensation Planning of the Tremonton City Personnel Policies and Procedures to outline the process used to implement the consolidated rate of pay.

Mayor Fridal asked if the firefighters had any comments. Fire Chief Batis stated that it will simplify things by making the rate of pay the same for medical and fire calls. Battalion Chief Blair Westergard noted that firefighters are paid twice as much to go on the ambulance than the fire trucks. It will be good except the rate for the ambulance calls was set 8-10 years ago and now the rate is down. Chief Batis stated there were 921 ambulance calls this year (which were high for Tremonton) and 178 fire calls (which were low). Some of the fire calls were for longer periods of time, but the overall total for fire calls was down this year. Medical calls generally increase every year. There were almost a hundred more calls for medical this year over last year.

Battalion Chief Westergard noted that less than half the ambulance calls were transfers. Fire Chief Batis stated that homeowners in the City are not charged for fire calls. The Fire Department is compensated for calls from Box Elder County, Elwood Town, and a few per home/per year with a written contract. When Tremonton firefighters go out on a fire call outside the fire area, they are compensated at a rate of pay per man plus \$136 per truck/per hour. The soft costs in the unincorporated Box Elder County allow for compensation above and beyond the \$50 charge per year.

Councilmember Wood apologized for not being at the joint meeting with the Fielding Town Council and the Tremonton City Council held on December 15, 2014 to discuss ambulance service area boundaries. He planned on attending; however, he had prior obligations he didn't know about. The City Council asked how the firefighters feel about the changes made regarding the call areas. Chief Batis noted that the firefighters hated to lose SR-30. Councilmember Holmgren asked if there are missed calls from the Fielding call area. Chief Batis stated there have been, but they were not brought up at the meeting. Battalion Chief Westergard explained that Fielding only has ten EMTs compared to Tremonton's twenty-eight Advanced EMTs and thirty-five total employees.

Battalion Chief Westergard reported that some of the Advanced EMTs with more certificates will be losing \$3 an hour on ambulance calls with these changes. As an officer and a manager in the Fire Department, the proposed consolidated rate of pay is better for the City. Councilmember Holmgren expressed concern that some firefighters were not responding to fire calls because of the difference in pay. Chief Batis stated that the new change will help get the responders that are needed.

Firefighter Larry Robison asked if there will be any difference in pay based on years of service. Chief Batis said there is no difference. Firefighter Robison asked for clarification on the minimum pay range. If someone has three certifications would they get a higher range or stay the same? The firefighters do get extra pay for the certifications. Fire Chief Batis would like to see an increase for years of service considered in the future.

Manager Warnke feels this is a positive change, but does recognize that some will be impacted as Battalion Chief Westergard pointed out. While speaking with Fire Chief Batis, it was noted that most of the Fire Department funds are derived from ambulance calls. The changes were made so the rates would stay within the revenue estimates from past fiscal years. When the number of ambulance calls increases, then adjustments can be reviewed.

This will put the City in a better position to compare salary surveys with other Fire Departments. Manager Warnke explained that every three or four years, the City compares salaries with comparable entities. It has been difficult in the past to compare the City's compensation rates for fire service because there were three different rates of pay for three different job duties. Most of the other agencies have a combined rate of pay for all the duties provided. Box Elder County recently raised the fire wages up to \$14 an hour. As such, the City was really behind the County in fire wages; however, the City was fairly high in ambulance wages.

Linsey Nessen, HR Clerk prepared a spreadsheet showing the difference between the actual wage paid in 2012, 2013 and 2014, and the rate of pay based on the proposed salary changes. Manager Warnke noted that the difference in 2012 would have been \$4,400 under what was paid, in 2013 the City would have expended \$6,500 over what was paid,

and 2014 would have been \$800 under. Mayor Fridal noted that the cost to the City will be about even with what has been paid for firefighters and EMTs.

Councilmember Rohde asked how the rates for EMT Advanced compare with other cities. Chief Batis explained that Brigham is offering \$12 an hour to stay on call at the station. Councilmember Rohde thinks that \$17 an hour is low for an EMT Advanced. Chief Batis stated that Cache Valley has twelve hour shifts during the day at two stations. They don't go on many calls, but get paid to be at the station. Volunteer Fire Departments are run differently so it is hard to compare. Mendon doesn't have an ambulance service, but they pay compensation for more certifications than Tremonton. Councilmember Reese would like to move forward with this and see if it stays within the budget. Battalion Chief Westergard commented that everyone at ATK makes over \$20 an hour.

Firefighter Robison noted that some individuals on the Fire Department may be EMT Advanced, but only a Fire Fighter I. Which pay scale would you use? Manager Warnke stated that to get the lower rate, an individual would need to have both certifications to meeting the qualifications in the job description and receive the higher rate of pay. Councilmember Rohde asked if the City is moving toward having paramedic's ambulance service. Chief Batis noted that once the call volumes increase, the City can move toward getting paramedics license. There is a lot of money spent training paramedics, but the City would have to pay a large amount of money to keep them, as bigger cities pay more. Chief Batis stated that paramedics can administer a few more drugs than the EMT Advanced, the City's current ambulance level license. Tremonton Fire Department likes to have three or four Advanced EMT's respond to each call as it takes that many to give the best care to cardiac patients.

Manager Warnke noted that the Fire Department has never received COLA (Cost-of-living-adjustment) or merit increases. If the Fire Department did receive COLA or merit increases it would incrementally increase wages. It is anticipated that the proposed changes will make the market comparison easier. Mayor Fridal asked for clarification that agenda items 7 c, d, and e have all been discussed.

Resolution No. 15-03 – Manager Warnke reminded the Council that Shawn Croney was going to talk to RMP (Rocky Mountain Power) about the acquisition of land. Manager Warnke left a message for Mr. Croney last week letting him know that the five acres C&R Auto and Trailer Sales is interested in purchasing from the City would be discussed at City Council this evening. Councilmember Doure asked if the agreement was contingent upon RMP. It was her understanding that C&R Auto and Trailer Sales need more than five acres.

Manager Warnke reminded the Council that Tremonton has roughly nineteen acres left. The size of acreage that the Council retains will determine the type of development that can occur in the future. Councilmember Wood understood that Mr. Croney wasn't interested if the City wouldn't sell seven acres. The price RMP was asking per acre was

much more than Mr. Croney was willing to pay. Mayor Fridal does not like the idea of selling seven acres and having RMP's five acre parcel sitting empty next to it. The Council does not want to sell seven acres at this time. Councilmember Holmgren would like this Resolution to be tabled if Mr. Croney doesn't come to City Council tonight with further information.

Bid for the 1000 North Waterline – Director Fulgham reminded the Council that, due to the change in grade associated with the 1000 North Road Project, the waterline in 1000 North needs to be lower in the ground. It would save the City money to upsize the waterline now while the road is dug up. The engineer's estimate for the project was \$150K. There were fourteen bids that came in ranging from \$120,904 to \$180,038. The low bidder is a new company called Non-Typical Excavation from Malad, Idaho. Director Fulgham has never heard of them. Based on the size of the project and the specialized fittings, Director Fulgham would recommend going with Rupp Trucking. The City has a history with Rupp Trucking and knows they can do the work. AAA Excavation is from the Ogden area. Chris Breinholt, City Engineer, has dealt with them and Brigham City and was not 100% happy with the work they performed.

Director Fulgham stated that while speaking with City Attorney Ericson, he was told it would be legal to award the bid to Rupp Trucking. The City will include additional language in the bid documents that gives more clarity to the selecting of contractors. If there was a big difference in the bids, Director Fulgham may have considered going with someone else, but Rupp Trucking's bid is very close to the next lower bid.

2. Review of insurance report for Calendar Year 2014

This item was not discussed.

Motion by Councilmember Holmgren to move into Closed Session. Motion seconded by Councilmember Doutre. Roll Call Vote: Councilmember Doutre – aye, Councilmember Holmgren – aye, Councilmember Reese – aye, Councilmember Rohde - aye, Councilmember Wood – aye. Motion approved.

The Council moved into closed session at 6:44 p.m.

3. **CLOSED SESSIONS:**
 - a. **Strategy session to discuss pending and/or reasonably imminent litigation.**
 - b. **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.**

Motion by Councilmember Reese to return to open meeting. Motion seconded by Councilmember Doutre. Roll Call Vote: Councilmember Doutre – aye, Councilmember

Holmgren – aye, Councilmember Reese – aye, Councilmember Rohde – aye, Councilmember Wood – aye. Motion approved.

The meeting adjourned at 7:04 p.m. by consensus of the Council.

CITY COUNCIL MEETING

Mayor Fridal called the January 6, 2015 City Council Meeting to order at 7:08 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, and Recorder Darlene S. Hess. The following Department Heads were also present: Fire Chief Steve Batis, Public Works Director Paul Fulgham, and Police Chief David Nance. Also in attendance were: Trevon Cutler, James Munns, Larry Robison, Mark Thompson, and Blair Westergard from the Fire Department.

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 Doutre and the Pledge of Allegiance was led by Councilmember Rohde.

2. Introduction of guests:

There were six scouts from Troop #627 and their leaders in attendance.

3. Approval of Agenda:

Mayor Fridal asked if there were any changes or corrections to the Agenda. No comments were made.

Motion by Councilmember Reese to approve the agenda of January 6, 2015. 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 – November 18, 2014, December 2, 2014, December 15, 2014

Mayor Fridal asked if there were any changes to the minutes. There were no comments.

Motion by Councilmember Holmgren to approve the minutes of November 18, 2014, December 2, 2014, and December 15, 2014. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood -

aye. Motion approved.

5. Public comments: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.

There were no public comments.

6. Department Head Reports:

- a. Update and change of scope for the 1000 North Road Project – Director Paul Fulgham

Public Works Director Paul Fulgham told the Council that the wheels move slowly when you put out to bid on this type of project. The State will come up to verify the easements that are necessary for the project. The City should be able to post the invitation for bidding next week. The City will scale back the project to meet what the UDOT's estimate is.

7. New Council Business:

- a. Discussion and consideration of approving the November Warrant Register

Motion by Councilmember Wood to approve the November 2014 Warrant Register. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved. Councilmember Doutre appreciates having the description included on the Warrant Register.

- b. Discussion and consideration of approving the November Financial Statement

Motion by Councilmember Holmgren to approve the November Financial Statement. Motion seconded by Councilmember Reese. 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 Ordinance No. 15-01 amending the Section 3-818 Compensation and Salaries of the Revised Ordinances of Tremonton City Corporation

Manager Warnke explained that it is proposed to eliminate the duplicate language in this Ordinance and have policy remain in the Tremonton City's Personnel Policies and Procedures.

Motion by Councilmember Reese to approve Ordinance No. 15-01. Motion

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

- d. Discussion and consideration of approving Resolution No. 15-01 amending Section XIII: Compensation Planning of the Tremonton City Personnel Policies and Procedures

Motion by Councilmember Rohde to move forward with Resolution No. 15-01 as it is written. 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 approving Resolution No. 15-02 adopting the Revised Tremonton City Compensation and Classification Plan

Manager Warnke asked that the Council allow City staff to replace Exhibit “A” of Resolution No. 15-02 with the most recent version. The requested replacement will not change any numbers, just the format in which the information is presented.

Motion by Councilmember Reese to approve Resolution No. 15-02 with the most recent version as Manager Warnke stated. 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 adopting Resolution No. 15-03 authorizing the disposal of up to five (5) acres of Tremonton City owned property located at approximately 300 North 2000 West in Tremonton, Utah to C&R Auto and Trailer Sales

Motion by Councilmember Holmgren to table Resolution No. 15-03 until C&R Auto and Trailer Sales are present to discuss. Motion seconded by Councilmember Rohde. Roll Call Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- g. Discussion and consideration of awarding a bid for the 1000 North Waterline Project

Director Fulgham stated that the waterline goes along with the 1000 North road project. During the design of the 1000 North Road Project it was discovered that once the change in the grade of the road is done, the existing waterline would be

too shallow. Instead of replacing the waterline with the same size pipe, it is to the City's advantage to upsize now. Director Fulgham put the 1000 North Waterline Project out to bid with the City's engineer's estimate of \$150K for the project. There were fourteen bidders on the project, with bids ranging from \$121K to \$180K. After reviewing the bids and State and City policies, it is Director Fulgham's recommendation to award the bid to a local contractor, Rupp Trucking. Rupp Trucking was the third lowest bidder on the list with a bid amount of \$126,321. It will keep the work local, and the City knows Rupp Trucking is capable of doing the project. Some of the other bids were from companies the City has no experience with. The waterline for this project is not a standard 8" main, it is 18" and will require specialized fittings and putting them together is specialized. Once the waterline is in operation there is a lot of force on the waterline fittings because of the size and pressure inside the waterline. The City wants to ensure that the fittings are done right the first time to avoid having to dig up the road again if a repair is needed.

Councilmember Wood likes that Rupp Trucking is a local company and not going anywhere. If there is a problem, they could get right on it.

Motion by Councilmember Wood to award the bid to Rupp Trucking. Motion seconded by Councilmember Doutre. Councilmember Wood noted the bid from Rupp Trucking was for \$126,321.64. Roll Call Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

8. Comments:

a. Administration/City Manager Advice and Consent

- 1) Continuation of the discussion of any item not completed in the 6:00 p.m. City Council Workshop listed above

Manager Warnke stated that the City is working on receiving the Utah Local Government Trust's (ULGT) Trust Accountability Program (TAP) Award. One of the criteria for the TAP Award is to discuss some of the elements of risk management with the City Council. The City has always participated in the Trust's Safety Grant. The TAP Program is the next version of the Safety Grant with more comprehensive requirements.

The City had some accidents in 2014 that exceeded the expected losses in workers' compensation from Utah Local Government Trusts (ULGT). In 2012, the City was \$7K below the expected losses for workers' compensation. During 2013, the City employee accidents were quite a bit lower, around \$24K below the expected losses. The workers' compensation premium is based on the class codes for the type of employees working for the City. The City received some new training on

employee safety and has a Safety Committee to discuss and review accidents that occur. The City has mandatory training for City employees, as well as additional training other departments provide.

The City classifies a vehicle accident as minor if there is no personal injury and the damage is less than \$1,500 to the vehicle. A vehicle accident is classified as major if there is personal injury or the damage is over \$1,500 to the vehicle. There have been several minor accidents lately. There were at least three minor accidents related to backing up. There were no accidents during the 2012, 2013, and 2014 fiscal years, and only one accident in the 2011 fiscal year. There were two major accidents in 2010 that barely surpassed the \$1,500 limit but had no personal injury.

b. Council Reports

Councilmember Rohde is excited that the two new Planning Commission members will stay on, but Commissioner Rick Seamons has asked not to be reappointed. Commissioner Seamons will remain until a replacement is found. Does the Council have any suggestions of individuals that would like to serve on the Planning Commission? Councilmember Rohde asked that a discussion be added to the next City Council work session.

Councilmember Rohde asked about the lighting along the 2300 West. Director Fulgham stated that there are lights at every intersection. There are more lights on 2300 West than on 1000 North.

Condolences were expressed for Sherriff Yeates' family. He was a wonderful man and wonderful servant of our community.

Councilmember Rohde explained to the scouts that were attending that the Council had an hour long work session before City Council started to discuss the items on the agenda. It's important to know that the Council has spent time discussing each item before a vote is made in City Council. Each item is discussed in great detail.

Councilmember Wood thanked Jim Abel for donating free meals for the police officers to hand out. Mr. Abel runs a great business down at J.C.'s Diner. Everyone in the valley appreciates him. Local Officials Day at the Legislature in Salt Lake is coming up. As the Youth City Council (YCC) budget is limited and it costs \$60 per person, Aimee Brown with YCC doesn't think YCC will be attending. It is a good agenda with Terry Bradshaw speaking, but the YCC will save their money for going to activity that is hosted at Utah State. Councilmember Wood stated it is a better situation and better training.

Councilmember Doutre thanked the City employees for all the work done to

decorate for Christmas. The town looked nice and the lights were wonderful. A lot of people enjoyed them. The special night (Holiday Extravaganza) with Santa was fun. There was a lot of work put into this activity.

Councilmember Holmgren thanked the Parks and Recreation employees and Manager Warnke for their work getting the Tour of Utah here in August. It will be a great event and exciting to have it in our City. There have been meetings and the training is under way.

Mayor Fridal thanked the Parks employees for the Christmas decorations. The City road crew did a great job on the roads this year.

Mayor Fridal told the audience that one of the City’s faithful employees, Norene Rawlings, will be retiring tomorrow. Today there was a going away party for her twenty years of service. She did an absolutely terrific job for Tremonton City. She was a huge asset and did a great job.

9. Adjournment.

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

The meeting adjourned at 7:35 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 _____, 2015.

Darlene S. Hess, Recorder