

**TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
August 4, 2015**

Members Present:

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

CITY COUNCIL WORKSHOP

Mayor Pro Tempore Reese called the August 4, 2015 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 Pro Tempore Reese, Councilmembers Doutre, Holmgren, Rohde, and Wood, City Manager Shawn Warnke, and Recorder Darlene S. Hess. The following Department Heads were also present: Parks and Recreation Director Marc Christensen, Public Works Director Paul Fulgham, Librarian Kim Griffiths, Police Chief David Nance, and Treasurer Sharri Oyler. Also in attendance was: Zach LeFevre, Recreation. Mayor Fridal was excused.

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

The Council reviewed the August 4, 2015 Agenda with the following items being discussed in more detail:

Bicycle Facilities. Manager Warnke noted there have been previously adopted City plans to include bicycle facilities and lanes. UDOT (Utah Department of Transportation) has been contacted about creating bicycle facilities and lanes on Main Street and 300 East. Kris Peterson UDOT Region Director told Manager Warnke to work with UDOT's engineer and he (being Director Peterson) would find the funding to create the bicycle facilities. Plans have been made with UDOT's engineer showing the improvements. Garland is in favor of having the improvements continue in Garland on the UDOT roads. UDOT asked to see a map showing the facilities and bike lanes that would go on Tremonton roads showing the complete network. City Staff identified 600 South, 600 North and Tremont Street as bike corridors. The City has signs that will be put up designating the bike corridors. Originally, it was understood that UDOT would pay for the improvements and the ongoing maintenance for bicycle facilities and lanes on Main Street and 300 East (which are UDOT facilities).

City Engineer, Chris Breinholt, spoke with the UDOT engineer recently and found that UDOT will pay for the original creation of facilities and bike lanes on Main Street and

300 East but the City will be responsible for the ongoing maintenance. There will need to be another meeting as it is still unclear what liability goes with the maintenance or if the City would be required to enter into an agreement with UDOT. Director Fulgham stated that the bike lanes would be striped and clearly marked. The bike lanes on Main Street would have to be shared because the road is not wide enough for separate bike lanes. The biggest question the Council had was about the liability.

Councilmember Doutre asked if motorized wheelchairs and small children would be required to use the bike lane if one was available. It was unclear of the requirements. There would need to be some research. Councilmembers Doutre and Holmgren commented that bike lanes are a good idea. Councilmember Rohde is in support of bike lanes and commented that the City should do whatever is necessary to get them in Tremonton as they are a safer environment for bicyclists. Manager Warnke noted that regardless of the outcome with UDOT, Tremonton has the materials to put in bike routes on City roads.

ULCT Conference. The Councilmembers are all planning on attending the ULCT (Utah Leagues of Cities and Towns Conference) except Councilmember Wood who is still undecided. Manager Warnke stated that the City Employee Summer Party will be on September 14, 2015 at 5:30 p.m. at North Park. Mayor Pro Tempore Reese noted that ShopKo will be opening in October. Manager Warnke thought it was set to open on October 2nd but he will keep the Council posted of any changes.

Councilmember Rohde asked about the guidelines regulating signage for a home based business in a residential area. It was discussed that a small sign, essentially a name plate, designating the business might be allowed. The sign could not be for advertising and would be very restrictive. Manager Warnke stated that he would review the ordinance and provide this information to Councilmember Rohde.

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

The Council moved into closed session at 6:19 p.m.

2. **CLOSED SESSIONS:**

a. Strategy session to discuss pending and/or reasonably imminent litigation.

This item was not discussed.

b. Discussion regarding the character, professional competence, or physical or mental health of an individual

c. Investigative proceedings regarding allegations of criminal misconduct

Motion by Councilmember Wood to return to open meeting. Motion seconded by Councilmember Rohde. Roll Call Vote: Councilmember Rohde – aye, Councilmember Wood – aye, Mayor Pro Tempore Reese – aye, Councilmember Doutre – aye, Councilmember Holmgren – aye. Motion approved.

The Council returned to open session at 6:53 p.m.

The meeting adjourned at 6:54 p.m. by consensus of the Council.

CITY COUNCIL MEETING

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1. **Opening Ceremony:**

Mayor Pro Tempore Reese 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 Rohde and the Pledge of Allegiance was led by Councilmember Holmgren.

2. **Introduction of guests:**

Mayor Pro Tempore welcomed all in attendance.

3. **Approval of Agenda:**

Mayor Pro Tempore Reese asked if there were any changes or corrections to the Agenda. There were no changes.

Motion by Councilmember Holmgren to approve the agenda of August 4, 2015. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Mayor Pro Tempore Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

4. **Approval of minutes – July 7, 2015:**

Mayor Pro Tempore Reese asked if there were any changes to the minutes. There were no changes.

Motion by Councilmember Wood to approve the minutes of July 7, 2015. Motion seconded by Councilmember Rohde. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Mayor Pro Tempore Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

5. Public comments: Comments limited to three minutes:

Parks and Recreation Director Christensen thanked the Council for their support of the Tour of Utah. The Police Department helped keep everyone safe, and the Public Works Department provided a lot of help. It was a great event with positive feedback. Mayor Pro Tempore Reese presented the Parks and Recreation with a plaque from the Mayor and City Council for the outstanding work with the Tour of Utah. There was a lot of work that went into Tour of Utah and the different departments all helped make it a success. Councilmember Wood commented that the dinner was great. It was a fun night and great for the City. Councilmember Holmgren stated that Box Elder County Officials were pleased with the Tour of Utah. Councilmember Rohde noted that it was an exciting event. Councilmember Doutre liked the children's race. There were a lot of kids involved and excited about the race.

Mayor Pro Tempore Reese welcomed Jessica Tanner from the Leader back to City Council meeting as she has been absent for a while.

Ben Greener thanked the Council for the fun events during Tremonton City Days. They enjoyed the car show and bounce toys. It was a very good day and the contests were fun. The Council goes above and beyond the call of duty. Mr. Greener thanked the Council for their efforts.

6. Department Reports:

- a. Ten year service recognition award – Marsha Fuhriman, Library
- b. Twenty year service recognition award – Rusty Scoffield, Public Works

Mayor Pro Tempore Reese commented that the City has many great employees.

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

- a. Discussion of amending Tremonton City's emergency medical boundaries - Representatives from Honeyville

Honeyville Mayor David Forsgren noted that Brigham City started charging more for ambulance transports since changing to paramedic level. The rates have increased by \$500. The Honeyville City Council would like to petition the State to allow Tremonton City to provide ambulance transport for Honeyville. Honeyville Mayor Forsgren stated that the next step would be to set boundaries. The Fire Chiefs have spoken but there have not been boundaries established. Honeyville Mayor Forsgren will meet with the Brigham City Fire Chief tomorrow along with some Honeyville City Councilmembers to work on boundaries. Honeyville EMT will be first responder with the patient having the option of being transported to the Brigham Hospital or Tremonton Hospital.

The Council discussed item 8 f. Honeyville Mayor Forsgren discussed a mutual aid agreement with other cities to allow help with big fires at no cost to the Central Box Elder County Fire District. Currently, the Central Box Elder County Fire District has mutual aid agreements with Brigham City and Garland. The Central Box Elder County Fire District would like to enter into a mutual aid agreement with Tremonton. Honeyville Mayor Forsgren would like a copy of the Resolution discussing the mutual aid agreement before approval. The Council decided to table items 8 f. and g. to allow Honeyville Mayor Forsgren time to review the Resolutions.

8. New Council Business:

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

Motion by Councilmember Doutre to approve the June 2015 Warrant Register. Motion seconded by Councilmember Wood. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Mayor Pro Tempore Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

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

Motion by Councilmember Holmgren to approve the June 2015 Financial Statement. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Mayor Pro Tempore Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- c. Discussion and consideration of approving an appointment to the Tremonton City Library Board of Trustees

Librarian Griffiths submitted the name of Rick Jeppesen for the Library Board.

Motion by Councilmember Doutre to approve Rick Jeppesen for appointment to the Tremonton City Library Board. Motion seconded by Councilmember Holmgren. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Mayor Pro Tempore Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- d. Discussion and consideration of adopting Resolution No. 15-28 approving an agreement for animal control services between Tremonton City and Brigham City

Chief Nance noted that an agreement for animal control services with Brigham City is signed every two years. The agreement covers the City in case of an emergency, such as the animal control building burning down.

Motion by Councilmember Holmgren to adopt Resolution No. 15-28 approving the agreement for animal control services between Tremonton and Brigham. Motion seconded by Councilmember Rohde. Roll Call Vote: Councilmember Rohde - aye, Councilmember Wood - aye, Mayor Pro Tempore Reese - aye, Councilmember Doutre - aye, and Councilmember Holmgren - aye. Motion approved.

- e. Discussion and consideration of adopting Resolution No. 15-29 approving an agreement with iWorQ for building permit software

Manager Warnke commented that the City currently uses software from iWorQ and Caselle. Both companies have software that would help manage building permit data. The Caselle software has more capabilities and would cost the City around \$20K while iWorQ would be \$1,600 yearly with a onetime setup fee of \$550. The iWorQ software would help create a central database and be able to integrate with an iPad to provide inspection reports electronically. The software would also help with archives and retrieval of documents. There are other services available from iWorQ but the City is only purchasing what would be needed for Building Permits. The Code Enforcement Officer uses Spillman software.

Motion by Councilmember Doutre to adopt Resolution No. 15-29 and approve an agreement with iWorQ for building permit software. Motion seconded by Councilmember Holmgren. Roll Call Vote: Councilmember Rohde - aye, Councilmember Wood - aye, Mayor Pro Tempore Reese - aye, Councilmember Doutre - aye, and Councilmember Holmgren - aye. Motion approved.

- f. Discussion and consideration of adopting Resolution No. 15-30 entering into a mutual aid agreement pursuant to the provisions of Utah Code Annotated 11-7-1 and 11-7-2 with the Box Elder County Central Fire District

Motion by Councilmember Holmgren to table Resolutions No. 15-30 and 15-31 until the Council has a chance to do some research. Motion seconded by Councilmember Rohde. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Mayor Pro Tempore Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- g. Discussion and consideration of adopting Resolution No. 15-31 authorizing the Fire Department to submit a request to the State of Utah Bureau of Emergency Medical Services (EMS) to amend the boundaries for Tremonton City EMS to include Honeyville City

This item was tabled with item 8 f.

9. Comments:

- a. Administration/City Manager Advice and Consent.

- 1) Continuation of any item listed in the 6:00 p.m. City Council Workshop

Manager Warnke commented that City staff and the City Council do a great job. The way the Council conducts themselves influences the City and employees. The Council also provides stability to the City by their conduct and interactions with one another. Manager Warnke expressed appreciation to the City Council.

b. Council Reports:

Councilmember Rohde thanked City staff for all the work that went into Tour of Utah.

Councilmember Dautre noted that Tremonton City Days and Tour of Utah were wonderful.

Councilmember Holmgren heard people discussing Recreation Director Marc Christensen and Zach LeFevre, stating the City needs to keep those employees. Councilmember Holmgren watched the whole process of the Tour of Utah and was impressed with the organization of Recreation Director Christensen and Mr. LeFevre. Councilmember Reese asked when the process started. Recreation Director Christensen noted that the Tour of Utah process started in November of 2014. Councilmember Holmgren commented that whenever the Tour of Utah crew had a question, Recreation Director Christensen and Mr. LeFevre always had the answer. They were on top of everything from start to finish. City staff did a great job.

10. Adjournment.

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

The meeting adjourned at 7:30 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