

SOUTH WEBER CITY COUNCIL MEETING

DATE OF MEETING: 24 February 2015

TIME COMMENCED: 6:00 p.m.

PLEDGE OF ALLEGIANCE: Council Member Poore

PRAYER: Council Member Casas

PRESENT: MAYOR: Tammy Long

COUNCILMEMBERS: Scott Casas
Randy Hilton
Michael Poff
Marlene Poore
David Thomas (excused)

CITY RECORDER: Tom Smith

CITY MANAGER: Duncan Murray

Transcriber: Minutes transcribed by Michelle Clark

*A PUBLIC WORK MEETING was held at
5:30 p.m. to
REVIEW AGENDA ITEMS*

VISITORS: Paul Laprevote, Bryon Saxton, Nate Reeve, Brent Tanner, Andrew Tanner, Dallen Reeve, Garrett Davis, Parson Heiner, and Kyler Freeman.

Mayor Long called the meeting to order and welcomed those in attendance including Troop #633.

APPROVAL OF THE AGENDA: Council Member Poff moved to approve the agenda as written. Council Member Poore seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

CONFLICT OF INTEREST: There was none

CONSENT AGENDA:

- Approval of January 30-31, 2015 South Weber City Summit Minutes
- Approval of February 10, 2015 City Council Work Meeting Minutes
- Approval of February 10, 2015 City Council Meeting Minutes
- Approval of February 17, 2015 City Council Work Session Meeting Minutes

Council Member Poff moved to approve the consent agenda. Council Member Hilton seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Check Register for February 1-15, 2015

Paul Laprevote, City Treasurer, said this is a standard check register. There were no questions.

Council Member Poff moved to approve the check register for February 1-15, 2015. Council Member Casas seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Budget to Actual for December 2014

Paul Laprevote, City Treasurer, said there are no surprises on this budget to actual. He said expenditures are moving along as they should be. Revenues are coming in as expected. Council Member Poff asked when the council will see the property taxes. Paul said usually there is a big wave in the fall and end of the fiscal year. He said there will be some come through in January. Council Member Poff asked about 41% of sales tax. Paul said they are coming in about where they should be.

Council Member Poff moved to approve the budget to actual for December 2014. Council Member Poore seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Fiscal Year to Date Revenue Report (July 1, 2014 to January 31, 2015)

Paul Laprevote, City Treasurer, presented the fiscal year to date revenue report. He said after researching the city is really close to where they should be. He feels they will reach their budget targets. He reviewed property taxes, sales tax, and franchise taxes. Concerning property tax, the city is just about where they should be. He reported that the sales tax is coming in where they should. The franchise taxes are as low as they have been since 2010. He said the goal is \$330,000. He feels going forward in the budget, he probably wouldn't recommend large increases, but said there should be no cut backs either. Council Member Poff said in the future, he would like a brief explanation of how the sales tax breaks down. Paul said he will get that information. Council Member Casas would like to set up a meeting to review the city audit. Duncan said Tom has scheduled that for the work meeting on 17 March 2015. He suggested the council email any questions a week in advance, and he will get those questions to Mark McRae, who will be in attendance at the meeting. Duncan said Mark Larsen will be making a presentation on the status of all the vehicles that night as well. Council Member Poff would like a break down of gravel pit royalty. He would like to identify their tax impact as far as what they pay for property tax.

Council Member Poff moved to approve the fiscal year to date revenue report (July 1, 2014 to January 31, 2015). Council Member Casas seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Motion to approve surplus of Public Safety Vehicles (Fire Trucks): Tom Smith, City Recorder, said the Fire Department will surplus a 1973 Jeep and a 1981 Chevy Diesel Truck. He said the vehicles have little value and will probably be sold for replacement parts. Council Member Poff asked if in the future surplus items be included in a resolution.

Council Member Poff moved to approve the surplus of public safety vehicles (fire trucks). Council Member Hilton seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Resolution 15-07: Approval of Budget Process Guidelines Manual for Fiscal Year 2015-2016: Duncan Murray, City Manager, has established a Budget Process Guidelines Manual for Fiscal Year 2015-2016. It serves to establish core goals and a budget calendar for fiscal year 2015-2016. Duncan said concerning the ten committee rules he would propose amending them as follows:

Item #7 – In order to maintain order and focus, the agenda and information regarding agenda items will be provided in advance.

Item #10 – Progress reports and staff assignments will be provided in weekly City Manager reports.

Council Member Poff is excited about what the City Manager has created in the budget process.

Council Member Poff moved to approve Resolution 15-07. Council Member Hilton seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Resolution 15-06: 2015 Arbor Day Proclamation (and for subsequent years)

Tom Smith, City Recorder, explained the purpose of Resolution 15-06 is to proclaim that April 24, 2015 and every last Friday in the month of April as Arbor Day in South Weber City.

Council Member Poff moved to approve Resolution 15-06. Council Member Casas seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Resolution 15-08: Appointment of a City Arborist/Forester: Mayor Long said Douglas Austin is unable to attend tonight's meeting. This resolution will be moved to March 10, 2015.

Council Member Poff moved to table Resolution 15-08 to appoint Doug Austin as the City Arborist/Forester. Council Member Hilton seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Discussion Items (and possible action thereon):

Turning the City into a Tree City U.S.A: Council Member Casas said the city is desirous to become a Tree City U.S.A. He said the city will set aside \$2 for each resident to maintain trees.

He said trees beautify the City, help to control dust, and keep areas cooler. He said the Youth Council will plant a tree on Arbor Day. The city has fulfilled all requirements for this.

Council Member Poff moved to move forward with turning the city into a Tree City U.S.A. Council Member Poore seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Schedule for Country Fair Days: Duncan said the city would like to be organized when it comes to the number of city staff members who will help with Country Fair Days this year. He said hopefully, this will help eliminate overtime and stay within budget. Council Member Poff said there is a document that outlines where staff is needed etc. He said in the past the Deputy Recorder has put that together on behalf of the city. Duncan said he will assign that to Tom Smith, City Recorder.

MAYOR'S ITEMS:

Troop #633: She recognized Troop #633.

UTA: Mayor Long is working with UTA in getting buses rerouted from Weber State campus in Ogden to the Layton campus.

PUBLIC COMMENTS: There were no public comments.

Council Member Poff moved to go into a closed session to discuss the potential purchase of real estate at 6:36 p.m. Council Member Hilton seconded the motion. Council Members Casas, Hilton, Poff, Poore, and Thomas voted yes. The motion carried.

COUNCIL MEMBER ITEMS:

Council Member Casas:

Cottonwood Drive Trailhead: Council Member Casas discussed the city installing some gravel along the shoulders of the road. He suggested contacting Parsons or Geneva to see if they can donate some gravel.

City Web-Site: Tom reported that the web-site will go live tonight, but it will take a few days to be up and running. He said there is still a lot of work content wise. He said the navigation and resources are easier to find. He commended Council Member Casas, Poore, and the Communication Committee with their help on the web-site.

Fuel Efficient Vehicle: Council Member Casas asked if the city would be interested in a small fuel efficient vehicle for city staff use. Duncan said that is something that he has discussed. Council Member Casas feels it would be advantageous for city staff. It was suggested incorporating something like that into the vehicle transportation plan.

Council Member Poff:

911 Bill: Council Member Poff and Duncan attended sessions at the Legislature yesterday where they discussed the increase in franchise fee by .91 for 911.

House Bill Gas Tax: Council Member Poff reported that on the gas tax the city would get one tenth of .25 and county would get one tenth and UTA gets .5. The County Commission will approve and bill will be ratified by voters.

Universal GRAMA Requests: Council Member Poff suggested the city create a policy for GRAMA requested videos for court security surveillance cameras.

Youth Council: The Youth Council will be attending the Utah State Leadership Conference March 12-14, 2015.

Easter Egg Hunt: The Youth Council will sponsor the Easter Egg Hunt on March 30, 2015 at Cherry Farms Park at 5:45 p.m.

South Weber Coalition: Council Member Poff received an email from Brent Poll and is under the understanding that they are getting ride of the coalition. He suggested if they do abandon it, he would suggest recognizing the coalition for their service.

Council Member Hilton:

Davis County Trails and Bikeways: He presented pamphlets he received from the Davis County Trails. They will have the pamphlets available in the City office.

Civic Center Roof: Council Member Hilton volunteered to shingle the City Civic Center. It was decided that the city staff will purchase the shingles.

CITY MANAGER ITEMS:

Dust from Gravel Pits: Duncan reported that Mark Larsen met with Geneva yesterday concerning the excessive amount of dust coming out of their pit.

Pre-budget Information: Duncan discussed the worksheet that the council was given from Paul Laprevote concerning employee compensation.

Garbage Cans and Park and Ride: Duncan reported that Tom has been working on getting more durable garbage cans for the park and ride.

Contractor List: Duncan reported that the city staff and Council Member Poore have been working on an updated contractor list.

House Bill 384: Duncan reported on this bill. He said in the future he is willing to report information from the Legislature to the council.

CITY RECORDER'S ITEMS:

City Council Meeting on 24 March 2015: The public will be trained on the City’s web-site. The council will recognize all those who helped to make this possible.

House Bill 321: Tom reported that House Bill 321 is concerning voting. Brian McKenzie, Davis County Elections Manager, will attend the 10 March 2015 meeting and discuss vote by mail and benefit therein.

ADJOURNED: Council Member Hilton moved to adjourn the City Council Meeting at 7:50 p.m. Council Member Casas seconded the motion. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

APPROVED: _____ Date
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Tom Smith