

Work Session  
11-10-15

MINUTES OF WORK SESSION MEETING HELD BY MORGAN CITY COUNCIL IN REGULAR  
SCHEDULED OPEN PUBLIC SESSION ON TUESDAY, NOVEMBER 10, 2015 AT 6:00 P.M., IN THE  
COUNCIL ROOM OF THE CITY OFFICE LOCATED AT 90 WEST YOUNG STREET

Present: Mayor, Ray W. Little.

Council Members: Tony London, Jeff Wardell, Mike Kendell, Fran Hopkin and  
Bill Cobabe.

City Staff: Gary Crane, Attorney; and Jamie Grandpre, Senior Wastewater Operator.

Others present: Jennifer Vesper, Morgan County News

This meeting was called to order by Mayor, Ray W. Little.

**Items for Discussion**

**Review – Canvass of Elections**

The members reviewed the official results of the election that was held on Tuesday, November 3<sup>rd</sup>. This was the first election held entirely by mail. The percentage of turnout was 54.1% which is a huge increase from previous elections, the last two being 17.1% and 15%.

**Ordinance #15-10**

**1% Transient Room Tax**

This ordinance would enact a transient room tax of 1% on motels, hotels, campgrounds, bed and breakfast, etc. Currently there are no such facilities within the City. This would establish the tax and it would then be charged when a facility is established. If adopted, there is a process that needs to be followed with the State to get it finalized.

Tony asked if this tax applies to a facility that allows long term residency. Attorney Crane stated this does not apply to those, only to temporary or short-term stay facilities. Mayor Little stated there are no restrictions on the use of these funds; they go into the general fund. They could be used as an incentive to attract facilities to the City. Fran asked if the County can adopt a similar tax. It was stated they can and already have it established.

**Sewer System Update**

**Capacity/Developments**

Fran thanked Jamie Grandpre, Wastewater Operator for providing the update from JUB Engineering regarding the sewer lagoon capacity. Jamie is here tonight to discuss this topic. Jamie stated JUB provided the memo; they already had the information from the work they have done on the master plan. There are items on the list that are more urgent than others.

Jamie stated there have been questions asked about the capacity of the sewer system, and how these are affecting the capacity. Attorney Crane asked if the estimated ERU's includes all of the currently approved connections. Jamie stated there are approximately 170 connections until

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capacity is reached. With the developments that are being approved, this would put the City at – or above capacity. It is still unknown how the current dredging project will affect the capacity. This will not be known until the project is finished and the ponds are operational.

Jamie reviewed the number of aerators at the current sewer lagoon ponds. He stated there are 12 and explained to the members the status of each of these – some are fairly new and some are older and cannot be refurbished. He stated if there are aerators replaced or additional ones installed, this will increase the capacity. This needs to be done to keep the ponds operational. It will take approximately 4 – 5 years to complete the master plan and move forward with a new facility.

Mike asked about the dredging that is being done he feels this has to increase the treatability of the facility. This will increase capacity and with the facility operating correctly, it has to help the status of the ponds. Jamie stated it will probably be spring before the ponds stabilize from the dredging project and they get an idea of how well they will perform.

There was discussion about the Island Road lift station. Jamie stated the concrete structures at this location are still in fairly good condition, it is the equipment that needs to be replaced. He estimates the repairs would cost approximately \$100,000. This does not have anything to do with the capacity of the ponds.

Mayor Little stated if the dredging project works and the ponds are no longer septic, this will help the situation. However, it does not fix all of the problems. The system is almost at capacity. He asked Attorney Crane when and how the City should handle any proposed developments in regards to sewer capacity. Attorney Crane stated there is a provision in the ordinances regarding this type of issue – the City can put a moratorium on developments. However, they must be working on solving the problem and working toward a new system or upgrades to the existing system. Mayor Little asked at what point in a development do they need to let the developer know of these problems, it was stated they should be told right up front.

Bill stated the developer should be told up front, and they (developer) should be asking these types of questions. They would either need to wait for the City to upgrade, or help improve the system. Mayor Little stated there are currently 180 apartment units going through the Planning Commission for approval. It has been asked if this should be allowed to continue. Attorney Crane stated that is why he asked Jamie if the capacity figures presented included this development.

Tony stated there have been some other developments discussed; the members need to know how to handle these when they are presented. The development in North Morgan has a development agreement and this needs to be allowed. Attorney Crane stated the City needs to count the entire amount of ERU's for that development. This has already been approved and the City has, by approval, committed to them being able to be serviced. Mayor Little stated they will not be building the entire development; it will be done over several years. The question is how to handle any developments that may come in the near future.

Fran stated the capacity they are looking at in calculating the ERU's is 80%. If the City is looking at a new facility and working toward this goal they can go above the 80%. Jamie stated they can go above the 80% as long as they are moving forward with the master plan and new facility

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review. The dredging has the ability of increasing the ERU's to approximately 1,800. This will depend on if the ponds stabilize. This would increase the available ERU's to over 300. Mayor Little stated it is not time to panic but the members need to be aware of this and move forward with the upgrade. Mike asked what funds the sewer department has available, and what will each of these problem areas outlined in the memo cost? Also, is there a list of what items need to be accomplished first? Jamie stated the lift station needs to be done regardless of what is done at the ponds. Mayor Little stated these items need to be looked at and a plan needs to be presented outlining these types of questions. Jamie and Fran will work on this item and report back to the members.

**Park Fees**  
**Review Draft**

Shayla Hurlbut, Community and Economic Director, submitted some suggested fees for the use of the park. Bill stated Shayla approached him about the use of the park and the need to look at fees for special events that are being held. There has been an increase in these types of events. This is not for the family reunions, etc. it is for the larger events. Shayla has contacted other cities and most charge a fee for these types of events.

Mike asked if there is an event that is renting the park, does this affect the ability of the City to provide parks for their residents. Bill stated these types of events do not typically use the entire park. Mike stated he would recommend when these "special" events are being held – the City needs to identify the area for the event so the public is aware of what is reserved. Bill stated there may need to be signage done so the public is aware of what is being reserved, and what is available. Mayor Little stated the event staff need to meet with the City and Sheriff department, and they have to state what they want to utilize so this is defined before they are given the permit.

Attorney Crane asked if there is any stipulation on the size of group these fees would apply to. The special event is established at being 200 or more participants and the need to have more than just a bowery area.

**Social Media/Reverse 911**  
**Discussion**

With recent events happening in the City – there has been an effort to determine better ways to communicate with the residents when something occurs, such as a power outage. There is a reverse 911 system. The County is in the process of hiring a new emergency service director and hopefully we will be able to utilize this system in the near future.

Another way a lot of cities are getting information out is to have a Facebook page. Julie Bloxham, Recorder has been gathering different policies from cities in regards to social media. Mayor Little asked for input from the Council on social media. Mike stated he likes the idea but does not feel there is a need to follow up on every comment. There was discussion on whether comments would be allowed to be posted. These type of items need to be outlined in the policy that would be adopted.

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Fran stated he feels there needs to be something more proactive. Mayor Little stated if any of the members have something in mind please bring it to the members, he is willing to look at all options.

Julie stated the new phone system does not operate during electrical outages. She has ordered a battery backup system that will keep the phones operational for a short time period.

MOTION: Tony London moved to recess work session.

SECOND: Jeff Wardell. Vote: 5 ayes.

This was at 7:05 p.m.

This meeting was reconvened at 7:50 p.m.

There was discussion about the citizen comments made during the council meeting. Mayor Little stated there are reasons Young Automotive are parking vehicles in the area of concern. They are planning on paving an area on November 19<sup>th</sup> if weather permits. There was discussion about whether or not this should be allowed or if they should remain due to the paving being planned.

Mike stated he feels Young Automotive should be contacted and Fran agreed. They know this is a violation and it would have been a simple thing to contact the City and ask for permission to park vehicles on this property for a short period of time. Tony stated Young Automotive knows the residents in this area are not happy with this development and the parking of vehicles in this area – they should have contacted the City. Jeff agreed Young Automotive knows vehicles are not to be in this area and they should be contacted.

Mike was excused from the meeting.

Bill feels the wall needs to be installed before vehicles are allowed; they should also do the paving. If this is not done – they need to be asked to remove them. Attorney Crane stated he would make contact with Garth Robinson about this matter.

### **Salary Survey**

Bill had previously asked about the possibility of having a salary survey done for the City. There was discussion and this was put back on the agenda for further consideration. Bill told the members about a recent article regarding how compensating employees is a very important part of providing a good service. Bill stated there are a lot of ways compensation can be given and gave some examples.

Attorney Crane stated there are a lot of cities that use a service provided by Tech Net. This company gathers information from each City that participates and inputs it into their system. The City can then use the information to do comparisons on salaries and benefits. Layton City uses this service and looks at the information every two years. He reviewed some weaknesses

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with going to a merit system. The members would need to look at the information and determine how to establish the pay schedules.

Tony stated he is on the board of a credit union and the service they use breaks down the various items for employment in many areas. He asked what type of service Tech Net provides, can they provide any type of breakdown needed for comparison.

The members discussed the various ways to compensate employees – there are steps and grade schedules, cost of living increases and merit systems. The pros and cons of these various options were discussed. Attorney Crane stated Ogden City recently moved from a merit system to a step and grade. Bill stated he has a friend that works for Ogden City and he can make contact with him to see how their new system operates.

There was further discussion on how to do a survey, how to implement changes and what the pros and cons are in trying to implement new ways of looking at salaries. Tony stated he would love to work for a company that pays 100% of medical insurance – that is a huge benefit. Bill stated he has not received any complaints from employees, he has talked to some about this but it is not being brought to the members due to complaints from employees.

Mayor Little stated he feels doing this will only increase problems and cause hard feelings by doing a salary survey. He does not feel it will make the employees happier and may backfire. Bill questioned if the City should just do nothing – are they just going to remain status quo. Mike stated he does not know most of the employees – he would like to sit down with them and ask them how they feel about their jobs.

Mayor Little asked what direction the members would like to take with this. Tony stated you cannot make changes unless you know what you are dealing with. Fran stated Mayor Little cautioned about the consequences of what “stick you pick up”. In reality by discussing it – has the “stick” already been picked up. He worries about what type of message it would send if nothing was done. Fran stated he feels the City is fair with their employees. Bill stated he does not feel anyone on the Council knows – there has not been any comparison done. Fran asked if there is a huge turnover and/or complaints from employees.

Bill stated he would like to know where the City stands, where they stand in comparison with other entities and look at what may need to be changed.

Mike left the meeting at 8:35 p.m.

Mayor Little asked what direction the members want to move on this item. Fran stated he would be willing to let it rest at this point. If there is not a huge turnover, and there are not a lot of complaints he is not sure why there would need to be any action taken. Tony stated he agrees with Fran – is this a fight they want to take on. Jeff stated he feels every year they look at the salaries and benefits and are fair with employees. He feels the medical insurance benefit it huge.

Fran stated he does not feel if they do not initiate a salary survey that they are not performing their duties. Tony stated he also feels you cannot beat the retirement program that is offered to

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employees. The majority of the members feel there should not be a salary survey done at this time.

**Power System Update**

Mayor Little stated they are working on updating the lines and transformers to the new voltage so the substation can be upgraded. They have received bids for having the old transformer in the Island Road substation removed in order for a new transformer to be installed.

Mayor Little provided the members with a memo on the status of the carbon free power project.

**Commercial Street Update**

Mayor Little stated the Utah State group was here on Saturday and they looked extensively at the Commercial Street area. They flew a "drone" to give an aerial perception of the area. They met with property owners after the site visit. They will take the information gathered and compile it and bring back some different scenarios. They are only asking for mileage and meals as compensation for their services.

**Depot Building Maintenance**

Mayor Little stated there have been businesses that want to rent this building. In order for this building to be accessible, there is concrete repair work that needs to be done on the steps and sidewalk. There also needs to be an ADA accessible ramp installed. The question being presented to the members is do they want to do this repair work on this building, or do they want it to remain as it is. Bill and Jeff stated they felt the City should get estimates on what it would cost to do these repairs and improvements. It was stated this building is on the historical register. Bill stated he feels it would be a great location for a visitor center, museum or something similar.

Mayor Little was given direction to move forward with getting estimates on bringing this building up to code and in useable condition.

**Council Department Review**

This item was not discussed.

**Financial Statement Review**

This item was not discussed.

**Attorney Crane**  
**Council Training**

This item was not discussed.

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This meeting was adjourned at 8:50 p.m.

  
Julie A. Bloxham, Recorder

These minutes were approved at the 11-24-15 meeting.