

**TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
January 5, 2016**

Members Present:

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

CITY COUNCIL WORKSHOP

Mayor Fridal called the January 5, 2016 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 Vance, 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.

The following items were discussed out of order.

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

The Council reviewed the January 5, 2016 Agenda with the following items being discussed in more detail:

Library Board. Manager Warnke said there is an opening on the Library Board. The Board suggested that Dan Richard and Diana Murphy-Owen be appointed. The only requirement is that the appointees must be residents of Tremonton City. Another potential board member is Laura Bloomfield whose name will be submitted to the Council next meeting for approval.

Councilmember Rohde asked that discussion regarding appointing a potential Planning Commission member be added to the next City Council agenda.

Resolution No. 16-01. Manager Warnke noted that Resolution No. 16-01 is a requirement for the CDBG (Community Development Block Grant). The Capital Improvements are prescribed by the plan that was adopted for each Impact Fee for each specific Enterprise Fund. The short term section has more that belongs in the General Fund. If adopted, Manager Warnke will use the capital projects contained in Resolution No. 16-01 when drafting the budget.

Resolution No. 16-02. Manager Warnke noted that Resolution No. 16-02 adds clarity to Section I: General Policies and Section II: Purchasing Policy and Contracts. The Equal Employment Opportunity was removed from the introduction and put into Section I.

Resolution No. 16-03. It was noted by Manager Warnke that Emergency Management Coordinator Jim Hess refined the Emergency Operations Plan and added Emergency Support Functions. There is also a template proclamation that could be used in a declared state of emergency as prescribed by State Law. The Mayor or Mayor Pro Tempore would declare a state of emergency using the template proclamation. It would be open for thirty (30) days. The Emergency Support Functions essentially provide a job description for people fulfilling parts of the plan in different rolls.

Purchase of ambulance. Chief Batis stated that the newest ambulance lease will be paid off in December of 2016 and asked for authorization to submit for a grant to help purchase a new ambulance in the 2016-2017 fiscal year. If the grant is awarded, the City would be obligated to purchase an ambulance during that fiscal year. The ambulance standard requires a new anchoring system for the cot and loading anchoring system. The changes added substantially to the price of a new ambulance; however, Utah did not adopt the standard so the City can write a letter requesting to bypass the new standard. The bid for a new ambulance is \$158K. The City can usually receive \$25K from the grant. City policy is to buy a new ambulance when the second out ambulance reaches 80,000 miles. The second out ambulance is already over 80,000 miles. The new ambulance will replace ambulance 34 (A34) which has had several mechanical problems.

Chief Batis would recommend going from a three (3) year purchase plan to a two (2) year purchase plan. There were nine hundred twenty one (921) medical calls in 2014 and nine hundred twenty seven (927) in 2015. The calls have been very consistent. Between all the ambulances, they were almost 37,000 miles accrued last year.

Councilmember Rohde asked Chief Batis about the ambulances. Chief Batis noted that the new ambulance (A32) is two years old and mainly used in town. This year the ambulance went about 5,500 miles. The second out ambulance (A33) does most of the transfers and is five (5) or six (6) years old and went 23,000 miles last year. Ambulance 31 (A31) runs well and is used for shorter transfers and had about 8,000 miles put on it last year. Councilmember Rohde noted that A34 is not used much and the Fire Department managed without it. Chief Batis noted that A34 is used for rodeos and other small things and is used four (4) or five (5) times a year when all the ambulances are called out.

The new ambulance would move A31 to the fourth ambulance and it would then be used for the rodeos, etc. The newest ambulance is always used locally but does go to Brigham City more since the agreement with Honeyville City and Bear River City. Chief Batis stated that the Fire Department is now part of Life Flight at Bear River Valley Hospital. When Life Flight cannot fly, a Life Flight nurse will accompany the ambulance when transporting the patient.

Councilmember Vance asked if the new ambulance would break even in two years with the services provided or if the City would be paying the difference. Chief Batis explained that the medical side funds the whole Fire Department and has a surplus. Councilmember Doure asked how firetruck E31 is since the accident. Chief Batis noted that E31 is fixed and back in service. The final bills are in and City staff will reapply to the insurance for additional funds to cover the cost that was over the original estimate. If you didn't know the engine was involved in an accident, you would not be able to tell. The repairs were done well.

Jetter-Vacuum Truck. Director Fulgham has bids that range from \$333K to \$416K for a new jetter/vacuum truck. The rear jetter is preferable to the front jetter as it puts distance between the operator and the noise and heat of the engine. The public works employees are used to cleaning the rear jetter on the trailer. The used truck bids were priced from \$129K for a 2001 with 47,000 miles to \$297K for a 2012. Mayor Fridal asked if the hours used are a better indicator than mileage. Director Fulgham commented that the used 2001 truck was probably a lease that had a lot of hours and hard usage. The truck the City purchases will probably accrue 3,000 to 4,000 miles a year and will never leave city limits.

Mayor Fridal asked about the equipment currently used in the City. Director Fulgham explained that the City currently uses a jetter trailer. The City chose to go that direction in the past because it was less money. In 1986 the City used a machine that consisted of metal rods that were hooked to a lawn mower engine. The rods whipped around and could hit the operator. In 1987 the City bought their first jetter. The City is now on the third jetter. The jetter pushes debris down the line and city staff clean out what they can. Staff is not allowed to go in the manholes unless absolutely necessary because of the confined space and the possibility of dangerous gases. The jetter-vacuum can do hydro excavation for a water line repair and not have to wait for the fiber optic and gas lines to be marked.

Most jetter-vacuums can have a 1,000 feet hose but the City's manholes don't usually go more than 600 feet. The larger the hose the more power needed. The jetter-vacuum uses 2,000 to 3,000 psi and 60-80 gallons of water a minute. Garland City has owned a jetter-vacuum truck for twenty (20) years and will be getting a new one when they get their new sewer plant. Logan currently has four (4) trucks. All the bigger entities currently use this type of equipment. Councilmember Holmgren asked if the work can be hired out instead of purchasing a machine. Director Fulgham stated there are companies that can be hired to do the cleaning, but if there is a problem in the middle of the night it wouldn't be fixed in a timely manner. Director Fulgham expressed concern about the reliability of a used truck.

Manager Warnke noted that the City expects the life expectancy for the jetter-vacuum truck to be around twenty (20) years. Director Fulgham said that the current jetter is used 1,000 to 1,500 hours per year. The jetter-vacuum will get more hours on it as it will be

used for hydro excavation as well. A jetter is not used much in the coldest part of winter as it takes a lot of work to keep the equipment from freezing.

After seeing demonstrations and talking with city staff, Director Fulgham stated he would like to go with the new Aquatech truck for \$333K as it will do everything the City needs. There are several additional options that can be added that the City does not need. Councilmember Doutré commented that the citizens would be happy to know that the truck will not have all the optional add-ons. Director Fulgham explained that the Aquatech truck is user friendly and will do the work that needs to be done without paying for all the unnecessary extras. The new jetter-vacuum truck will hold 1,500 gallons while the current jetter trailer holds 700 gallons. The new truck would require fewer trips to the shop to refill with water. Director Fulgham commented that the majority of cleaning is for preventative maintenance.

Manager Warnke pointed out that sewer plugs and sewer back ups pose one of the greatest risks to the City based on information from the insurance company. The City tries to achieve the Trust Accountability Program (TAP) every year. One requirement for the TAP Program is having a Sewer Maintenance Program. The new jetter-vacuum truck will help enhance the Sewer Maintenance Program. Director Fulgham said there are about four (4) sewer plugs per year that are the City's responsibility.

Councilmember Vance asked how much a new jetter trailer would cost. Director Fulgham said the jetter trailer the City purchased in 2008 cost about \$36K. The current price for one would probably run around \$50K. Mayor Fridal wondered if there are vacuum units for trailers. Director Fulgham responded there are small vacuum units that come on a trailer but they are so small they cannot do the work. The jetter-vacuum truck comes with a ten (10) yard hopper that holds the debris that is vacuumed and holds a 1,500 gallon capacity of water for the jetter. The trailer cannot hold much because the weight would make it too heavy to pull with the one ton truck.

Manager Warnke stated the jetter-vacuum was included in the budget and the purchase was discussed with Finance Director Curtis Roberts. It is a large investment and would come out of several different funds. Finance Director Roberts told Manager Warnke during the discussions that if it was a needed piece of equipment, the City should purchase it and make adjustments as needed in regards to a financial standpoint. Councilmember Holmgren asked if there were lease options available. Director Fulgham replied there are lease options available but he did not receive bids for leases. He can pursue that if the Council would like him to but he is not sure what the stipulations would be and if the leases are used equipment. He is a little hesitant to go with used equipment for this purpose.

2. Discussion on the revised Tremonton City logo

This item was not discussed in the City Council Workshop.

3. Discussion and consideration of City Council assignments for 2016

This item was not discussed in the City Council Workshop.

4. Discussion regarding a Garland City Staff member inquiring of Tremonton City continuing to receive and treating the wastewater flow from the Bear River High School, Middle School, Natatorium, LDS Junior Seminary and other Facilities/Homes in that immediate area

The Council discussed the possibility of Tremonton City continuing to receive and treat wastewater from certain facilities and homes within the incorporated area of Garland. It was noted that Tremonton City would always take care of the schools. Mayor Fridal stated that the Council will wait to make a decision until an official request has been submitted from Garland City Mayor and Council. Director Fulgham commented that Garland needed reassurance so they can move forward with their RD Funding. A letter was sent to Garland noting that Director Fulgham would submit the request to Tremonton City Council for consideration. Councilmember Reese would like it clear that no acceptance has been made until Tremonton City Council gives approval in a City Council Meeting. Director Fulgham commented that Garland will still own and maintain the lines and Tremonton would just bill for services if the Council gives approval.

The Closed Session was moved to the City Council Meeting.

The meeting adjourned at 6:55 p.m. by consensus of the Council.

CITY COUNCIL MEETING

Mayor Fridal called the January 5, 2016 City Council Meeting to order at 7:00 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 Vance, 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, Senior Center Director Marion Layne, and Police Chief David Nance. Also in attendance was Emergency Management Coordinator Jim Hess.

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 Chief Nance and the Pledge of Allegiance was led by Councilmember Rohde.

2. Introduction of guests:

Mayor Fridal welcomed all those 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 Doutre to approve the agenda of January 5, 2016. Motion seconded by Councilmember Holmgren. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved.

4. Approval of minutes – December 1, 2015:

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

Motion by Councilmember Rohde to approve the minutes of December 1, 2015. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved.

Mayor Fridal asked the Council to review new Council assignments for 2016. They can discuss any changes the Council would like to see made later on during City Council Meeting.

Mayor Fridal asked the Council to review some ideas for a City logo. The purpose of a logo is to get your attention and make you want to take another look. It will be discussed at a later date when the Council has more time.

5. Public Hearing – 7:10 p.m.

Mayor Fridal called a Public Hearing to order at 7:08 p.m. to consider potential projects for which funding may be applied under the CDBG Small Cities Program for the Program Year of 2016. There were 30 people in attendance.

- a. **Community Development Block Grant (CDBG) 1st Public Hearing Notice**
Tremonton City, Box Elder County will hold hearing to consider potential projects for which funding may be applied under the CDBG Small Cities Program for Program Year 2016. Suggestions for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDBG funds for this Program Year will be discussed along with the range of projects eligible under this program and a review of previously funded projects. The hearing will begin at 7:10 p.m. on January 5, 2016 and will be held at 102 South Tremont Street, Tremonton, Utah 84337. Further information can be obtained by contacting Marion Layne at 435-257-9456. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during hearing should notify Marion Layne at 510 West 1000 North, Tremonton, Utah 84337 at least three days prior to the hearing that will be attended.

Individuals with speech and/or hearing impairments may call the Relay Utah hotline by dialing 711. Spanish Relay Utah: 1-888-346-3162.

Manager Warnke commented that the CDBG funds come through the Housing Urban Development. These funds are used for projects to benefit low to moderate income individuals. The projects must demonstrate that it does benefit those individuals. Seniors or individuals with disabilities are presumed to be low to moderate income individuals. The Council will discuss some Capital Improvements later with one of the Resolutions. One project identified is for generators for the Senior Center and Food Pantry. The generator for the Food Pantry is documented for eligibility that is a project that is serving low to moderate income individuals, through intake paperwork. The purpose of the Public Hearing is for the public to identify any other projects they think might be worth considering.

Mayor Fridal called for comments from the Council or audience. Being none, he closed the Public Hearing at 7:13 p.m.

6. Presentations:

- a. Donation from Intermountain Health Care (IHC) for the development of the Holmgren Nature Preserve and Trail - Eric Packer

Eric Packer thanked the Council for their time. The mission of Intermountain Health Care (IHC) is to help people live the healthiest lives possible. They take care of the sick, but you are the best person to take care of your own personal illnesses. Part of our responsibility is to eat right and exercise. When it was discovered that IHC had funding available for projects that would help with their mission, Mr. Packer spoke to Councilmember Rohde. Some potential options were identified and were submitted. Mr. Packer presented to the Council, on behalf of IHC and Bear River Valley Hospital, a check for \$25K to go towards the walking trail and help develop the infrastructure.

Mayor Fridal accepted the check and thanked Mr. Packer, IHC, and Bear River Valley Hospital on behalf of Tremonton City. The Council also offered their thanks for their support. Mr. Packer noted they were excited to see the trail completed.

Manager Warnke noted that the City is very appreciative of the donation. The \$25K donation will go with \$60K received from the Recreation Trails Program (RTP) from the State of Utah to build a trailhead along the river corridor. The City acquired about a seventeen (17) acres of easement under a Conservation Easement and Public Access Easement in the Malad River Bottoms. During the upcoming fiscal year, the City hopes to acquire the property for the trailhead and make improvements including a bathroom, parking lot, and other amenities and trail. A trail will be started in the Malad River Bottoms on the land for which the City already has a Conservation and Public Access Easement. It will be a

primitive trail at first with essentially some elevated boardwalks to get through some of the marsh areas. Overtime, the City hopes to improve the trail and have it function as a transportation corridor with connectivity from one end of the City limits to the other end. This is the first step in the vision of the Trails Plan.

- b. Employee Recognition of Mary Summers ten years of service - Mayor Roger Fridal

Mary Summers could not attend this evening. Ms. Summers has served faithfully at the Senior Center for ten (10) years of service. Mayor Fridal suggested that the Council thank her for her years of service if you see her. Mayor Fridal commented that he will deliver the recognition to Ms. Summers tomorrow at the Senior Center.

7. Oath of Office

- a. Newly Elected Council Members:
 - a. Jeff Reese
 - b. Diana Doutre
 - c. Lyle Vance

Recorder Hess welcomed the newly elected City Council members and gave the Oath of Office to Councilmembers Reese, Doutre, and Vance.

- b. Youth City Council Members

Recorder Hess called the Youth City Council Mayor Jaalah Brown to be given the Oath of Office. Recorder Hess noted that Lydia Francom is the Mayor Pro-Tempore and Ember Tucker is the Youth City Council Recorder. Neither one were in attendance. The rest of the Youth City Council members were given the Oath of Office. Recorder Hess thanked Aimee Brown for her work with the Youth City Council and noted that she does a fantastic job. It is good to work with Ms. Brown. Mayor Fridal thanked the Youth City Council for participated and noted it was a good experience and great opportunity to help the City and yourselves. Mayor Fridal also thanked the City Council members that were sworn in this evening and noted what a great asset they were to the City. They are appreciated very much.

- 8. 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. The Council took this opportunity to thank the Youth City Council for their participation in the Youth City Council Program.

9. Appointments:

- a. Appointment of two Library Board members – Librarian Kim Griffiths

Manager Warnke explained there are two vacancies on the Library Board and the Board has recommended two individuals that qualify under Ordinance. Recorder

Hess stated the two names that were submitted are Dan Richard and Diana Murphy-Owen.

Motion by Councilmember Reese to approve the two members to the Library Board. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved

10. New Council Business:

- a. Discussion and consideration of approving the November 2015 Warrant Register.

Motion by Councilmember Reese to approve the November 2015 Warrant Register. Motion seconded by Councilmember Rohde. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved.

- b. Discussion and consideration of approving the November 2015 Financial Statement.

Councilmember Doutre noted that the budget looked to be right on schedule. Manager Warnke stated there will be some budget amendments that will come forward in the near future.

Motion by Councilmember Reese to approve the November 2015 Financial Statement. Motion seconded by Councilmember Vance. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved.

- c. Discussion and consideration of adopting Resolution No. 16-01 adopting the Consolidated Capital Improvement and Capital Equipment List

Motion by Councilmember Reese to adopt Resolution No. 16-01. Motion seconded by Councilmember Doutre. Roll Call Vote: Councilmember Holmgren - aye, Councilmember Rohde - aye, Councilmember Reese - aye, Councilmember Doutre - aye, and Councilmember Vance - aye. Motion approved.

- d. Discussion and consideration of adopting Resolution No. 16-02 deleting and adding to Section I, General Policies and amending Section II, Purchasing Policy and Contracts of the Tremonton City Policies and Procedures Manual

Manager Warnke noted that Resolution No. 16-02 is to clarify some policies and procedures for employees but does not have any significant changes in the direction of personnel policies.

Motion by Councilmember Doutre to adopt Resolution No. 16-02. Motion seconded by Councilmember Reese. Roll Call Vote: Councilmember Holmgren - aye, Councilmember Rohde - aye, Councilmember Reese - aye, Councilmember

Doutre - aye, and Councilmember Vance - aye. Motion approved.

- e. Discussion and consideration of adopting Resolution No. 16-03 repealing Resolution No. 14-17 which adopted the Tremonton City Corporation 2014 Emergency Operations Plan and adopting a revised Tremonton City Corporation 2016 Emergency Operations Plan

Emergency Management Coordinator Hess noted there were some small changes. Some names were changed. Utah Department of Homeland Security was changed to Office of Emergency Management. There were a few clerical items that were fixed. The City went away from the Reverse-911 or CityWatch and went with the CodeRED Program. The process has begun to add the Emergency Support Functions. The functions are specific in the Emergency Operations Center to address certain issues. The following were added: Fire Department Search and Rescue, Emergency Management, Public Safety and Security, Hazardous Materials, and Mass Care. There will be more to add to the plan and will come before the Council for adoption by resolution. The plan includes the Disaster Declaration the Mayor would sign to request help from Box Elder County. There are also public information forms that would be used.

Councilmember Doutre asked the difference between Reverse-911 and CodeRED. Emergency Management Coordinator Hess explained that the old CityWatch Program was a landline based program. The CodeRED Program costs less, is internet based, and is from the east coast. CityWatch could only dial out thirty-six (36) phone numbers at a time. CodeRED allows a mass phone call, email, and text all at once. Those with a landline with Frontier are automatically entered into the new program. Anyone with a cell phone or internet based phone would need to go register the numbers. Emergency Management Coordinator Hess noted the newspaper ran an article about 1 ½ months ago. Box Elder County found a few issues that slowed it down. Councilmember Vance stated the information should go out on water bills. Councilmember Rohde asked for a link to be included on the City's website. Emergency Management Coordinator Hess said there is a link under Emergency Management now. It was remarked by Councilmember Rohde that the information would be good to go on Facebook.

Motion by Councilmember Reese to adopt Resolution No. 16-03. Motion seconded by Councilmember Rohde. Roll Call Vote: Councilmember Holmgren - aye, Councilmember Rohde - aye, Councilmember Reese - aye, Councilmember Doutre - aye, and Councilmember Vance - aye. Motion approved. Councilmember Doutre expressed appreciation that Emergency Management Coordinator Hess is keeping the plan updated. It sounds really good. Councilmember Vance asked if there is training coming up for the Council. Emergency Management Coordinator Hess said there will be training. The Council can review Command IS-100 and IS-200. A class is in the process of being scheduled for IS-300 and IS-400. Mayor Fridal asked if the training is a short review. Emergency Management Coordinator Hess noted there will be an abbreviated review before a City Council Meeting. Mayor Fridal pointed out that a review is nice as it covers complicated things that hopefully will not be used. Mayor Fridal thanked Emergency Management Coordinator Hess.

- f. Discussion and consideration of authorizing the Tremonton Fire Department to submit for an ambulance grant for purchasing an ambulance in fiscal year 2016-2017

Councilmember Rohde asked if the purchase of a new ambulance will jeopardize the Capital Funds. Manager Warnke reported that the jetter-vacuum truck was already included in the 2016-2017 budget. One ambulance is coming off the rotation schedule as far as debt service and a new one would be rolled into that program. The City would probably lease to own the ambulance through Zions Bank. The current lease to own lease for the newest ambulance expires in December of 2016.

If the City receives the grant, they would have anytime during fiscal year 2016-2017 to make a purchase. Chief Batis explained that if the grant is awarded, the funds could not be spent until July 1, 2016 and must be spent by June 30, 2017. The paperwork for the grant must be submitted by the end of January 2016. Chief Batis is not sure how much Ambulance 34 (A34) could be sold for. In the past, the old ambulances have been sold to neighboring communities for \$1. There is not a big value in the older ambulances, especially with high mileage. It has been more beneficial to donate the ambulances in the past. Garland has one, Fielding has two or three, Portage has one, even Newton has one. It has helped other communities by receiving these older ambulances from the City. Councilmember Reese mentioned that the new ambulance has been on previous Capital Equipment Lists. The City has been planning on buying a new ambulance for quite some time. It will come before the Council for approval before funding. This gives approval to submit for the grant and thereby commit to buying an ambulance within the specified timeframe of the grant.

Councilmember Reese asked if the ambulance is included in the fire rating. Chief Batis cited that ambulances do not help with the ISO (Insurance Service Offer). The City recently went from an ISO rating from 4 to 3. Nationwide there are not more than 4,000 departments in the Country that have a 3 or lower rating. Councilmember Reese gave kudos to the Fire Department for having that rating. The ambulance area is growing as Honeyville requested to be included. Councilmember Rohde asked why A34 which is a 2004 ambulance is being replaced instead of A31 which is a 2001. Chief Batis answered that A34 has had multiple problems and has a whine in the engine now.

Motion by Councilmember Vance to authorize Tremonton Fire Department to go ahead to submit for the grant so we can potentially buy an ambulance next January to July. Motion seconded by Councilmember Reese. Vote: Councilmember Dautre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved.

- g. Discussion and consideration on awarding bid for a new or used Combination Jetter – Vacuum Truck

Director Fulgham informed the Council that bids went out for a jetter-vacuum truck. The bids were received until November 30, 2015. There were four

companies that bid on new equipment with five bids being submitted. Cate Equipment submitted a bid for an Aquatech for \$333,252.00; Neverest Equipment bid for a Vacall for \$361,729.84; Legacy Equipment bid for a Vactor for \$369,576.00; Enviro-Clean Equipment submitted two bids for Vac-Con trucks for \$399,975.00 and \$416,689.00.

Used equipment had three bids received. Legacy Equipment submitted a bid for a 2001 Vactor with 47,307 miles for \$129,500; Cate Equipment for a 2014 Aquatech with 11,000 miles for \$263,200; Enviro-Clean Equipment for a 2012 Vac-Con with 12,915 miles for \$297,970.

Director Fulgham recommends the new Aquatech truck for \$333,252. It will be paid out of three (3) different budget accounts with 25% from Water, 25% from Storm Drain, and 50% from the Sewer Collection System. Director Fulgham hopes to get 15-20 years from the truck. Mayor Fridal noticed that the mileage on the used equipment is not too high, but the hours used can be quite high. Councilmember Rohde asked Director Fulgham to recall the advantages of rear vs. front. Director Fulgham noted that City staff is used to using a rear jetter. It also gets the operator away from the noise and heat of the engine. The new trucks all have the new EPA requirements for the exhaust and run a lot hotter and put out a lot of heat.

Mayor Fridal inquired if the motor of the truck runs the jetter-vacuum. Director Fulgham replied that different trucks are run differently. Some truck engines run the entire piece of equipment and run off a PTO (power take off). The Aquatech truck that Director Fulgham recommended is a PTO. There are advantages to both ways. The truck will be used more than the jetter trailer the City currently uses as it has more functions available. It can do a better job cleaning and can be used for hydro excavation for water leaks. The hole can be dug with the vacuum part of the machine and not need to bring out the backhoe. The City would not need to wait for UTOPIA or Questar to come mark where the lines are if they use the vacuum to make holes.

Councilmember Vance asked how many times the City is responsible for sewer backing up in a basement. Director Fulgham claimed the average is four (4) a year that is the responsibility of the City. The drier and colder the weather, the more problems there are. Tree roots seek water when it is drier and cold air will make grease plugs. Mayor Fridal asked if the truck can handle tree roots. Director Fulgham noted the truck can be equipped with cutters but the City usually chemically treats tree roots. When the roots are trimmed, they usually sprout and return.

Councilmember Rohde asked if the City uses the jetter trailer to help citizens remove the blockage. Director Fulgham remarked that when you use a jet it works from the bottom up. Citizens do not usually have a clean out right where the City would go in. It would also create a lot of pressure and water in their system as it goes from downstream up. There are small units that plumbers and contractors use with a small jet that use two (2) or three (3) gallons a minute. There would not be any additional hours or personnel necessary to use the jetter-vacuum truck. It would make the job more efficient. Councilmember Rohde

noticed that it might reduce the amount of hours needed to complete a job with more efficient equipment.

The goal is to have less liability in the sewer system. The City has been liable for sewer backups in the past and the insurance has paid out \$30K claims. It hurts the insurance rates when we have claims. Councilmember Vance asked for clarification that the funds to purchase the truck are available and accessible right now. Manager Warnke confirmed the funds are available but noted it will affect the amount in reserves. There are other projects that will be needed, but they will be addressed after this priority is complete. Manager Warnke noted that Finance Director Roberts does not have a problem with the expense. It is a needed expense and the City can make adjustments. There is cash available from other funds and inter-fund loans if necessary for another project.

Councilmember Vance wondered if the purchase would jeopardize any other priorities. Manager Warnke stated there are Storm Drain projects that will be coming in the upcoming years. There is a long list of Capital Improvements. This equipment will have a 15-20 year life expectancy and will improve the safety of employees and services provided. Director Fulgham commented that the main utility project is the Storm Drain and outfall line from Main Street to the River. The driving force for fixing it is the development along Main Street. The Council will be discussing an Impact Fee Facilities Plan and increasing wastewater treatment fees in anticipation of a wastewater expansion starting in 2018. There are always ongoing projects with the growth and development of the City.

Motion by Councilmember Holmgren to consider awarding for the Aquatech vac truck for \$333,252. Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Vance - aye. Motion approved. Director Fulgham thanked the Council.

h. Discussion and consideration of City Council assignments for 2016

Councilmember Doutre and Vance commented they would like to switch the Golf Course for the Senior Center. Mayor Fridal said that Manager Warnke suggested that the Golf Course be given to the Parks and Recreation. It was noted by Manager Warnke that the golf pro and Parks and Recreation Director Marc Christensen have a good relationship. Councilmember Holmgren wondered if there were other items not listed that may be needed. He would like to be part of city beautification. Councilmember Reese noted that the list is kind of a guideline. Everyone on the Council jumps in and helps where needed.

Mayor Fridal expressed that Lyle Vance has another assignment. He is on the USU Dean's Council. The Mayor Pro-Tempore is an election that can be changed. Councilmember Vance will switch and be over the Senior Center and Councilmember Doutre will handle the Cemetery. Councilmember Rohde and Reese have no changes to their assignments. Mayor Fridal would like the Council to add items they may be passionate about to their list. Councilmember Rohde gave Recorder Hess a copy of the changes.

11. Comments:

a. Administration/City Manager Advice and Consent.

1) 2016 Local Officials Day at the Legislature

Manager Warnke noted there will be a Local Officials Day at the Legislature on January 27, 2017 if the Council is interested in attending.

2) Municipal Officials Training in Logan -January 9, 2016

There will be a basic training session this Saturday for Municipal Officials. It is good overall training. David Church will be in attendance. They will discuss planning and the services and responsibilities of local governments. Councilmember Doutre commented that she has attended in the past and it was really good training. Councilmember Vance remarked that he is signed up to attend.

Manager Warnke notified the Council that a Public Hearing has been scheduled for January 19, 2016 to discuss the adoption and consideration of Impact Fee Facilities Plan and Impact Fee Enactment Ordinance. Essentially to increase the Impact Fee for the Wastewater Treatment Plan. The maximum fee calculated based upon some of the projects that are forth coming would be about \$6,600 for a single family residential. The Council was sent a draft copy of the plans and the analysis for the Impact Fee. There is a budget amendment that will be the first part of February.

The City owns a rail spur that services the Industrial Park. Primarily, Intertape Polymer and MOM Brands, use the spur. There is an agreement where the City pays the upfront cost of the maintenance and operation. There are required inspections monthly for the Federal Railroad Administration requirements. There will be some preventative maintenance that will cost upwards of \$40K. Intertape and MOM Brands will reimburse the City for the entire expense at the end of the fiscal year according to the agreement. That is one item on the budget amendment.

b. Council Reports:

Councilmember Holmgren showed the Council the City's new website – tremontoncity.org. Councilmember Holmgren urged the councilmembers to start a Facebook page. There has been some discussion about changing the logo but the logo has already been applied to the new website, letterhead, and checks. The logo can be changed but will require some effort. If the Council decides to switch to a different logo, it was suggested that the idea be refined by someone who works with logos and has some background. The website is up and going, it has been a year long project. Councilmember Holmgren asked the Council to review the new website and offer suggestions. Councilmember Rohde signed up for a Facebook page and sent invites to the Council. Councilmember Holmgren showed that the home page on the new website has a link to Tremonton City's Facebook page. The idea is to use social media to direct people to your website.

The Council thanked Councilmember Holmgren and noted the website looks good. Councilmember Rohde commented that someone will need to monitor Tremonton City's Facebook page closely.

Manager Warnke recalled that Councilmember Rohde suggested that the right software be used and that the software has the ability to work on mobile phones. The software used for the new website has that capability. Mayor Fridal commented that the website looks good.

Councilmember Rohde welcomed Councilmember Vance to the Council and commented that he looks forward to working with him.

Councilmember Doutre congratulated city staff for the Christmas light decorations and for the snow removal. She appreciates the staff coming out to clear the roads. Councilmember Doutre told the audience that the Christmas Light Show at the Civic Center was beautiful. She, also, wished Councilmember Vance good luck on his appointment to City Council.

Councilmember Vance stated he is learning a lot.

Mayor Fridal gave appreciation to all of the City Council and the work they do for the City. They do a terrific job. Mayor Fridal did hear many good comments on the light display. The staff that works on the light display did an exceptionally good job. The City Council is pro-Economic Development and it is very important to Tremonton City. Mayor Fridal would like to take 30-45 minutes during one of the next City Council meetings to discuss Economic Development. The City has a good Council.

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

The Council moved into closed session at 8:20 p.m.

5. ***CLOSED SESSION:***

- a. ***Strategy session to discuss the purchase 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***
- b. ***Session to discuss the mental health, character, and competence of an individual***

This item was not discussed in Closed Session.

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

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

The Council returned to open session at 8:39 p.m.

10. 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 Vance - aye. Motion approved.

The meeting adjourned at 8:41 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 _____, 2016.

Darlene S. Hess, Recorder