

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 8 March 2016

TIME COMMENCED: 6:03 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

**Scott Casas
Kent Hyer
Marlene Poore (excused)
Merv Taylor
Jo Sjoblom**

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Mike Bastian, Kit Morrison, Mike Rick, Ben Sims, Bob Flinders, Austin Meadows, and Tyson Hess.

Mayor Long called the meeting to order and welcomed those in attendance including Troop #634.

PLEDGE OF ALLEGIANCE: Troop #634

PRAYER: Council Member Sjoblom

AGENDA: Council Member Sjoblom moved to approve the agenda as written. Council Member Hyer seconded the motion. The Council voted all in favor. The motion carried.

CONFLICT OF INTEREST: None

CONSENT AGENDA:

- **Approval of February 23, 2016 City Council Work Meeting Minutes**
- **Approval of February 23, 2016 City Council Meeting Minutes**
- **February 2016 Check Register**
- **Resolution 16-12 Appointment of City Manager, Tom Smith**
- **Resolution 16-13 Appointment of City Recorder**

Council Member Taylor moved to approve the consent agenda. Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

PUBLIC HEARING and ACTION ON:

Council Member Sjoblom moved to open the public hearing for Ordinance 16-04. Council Member Casas seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

******* PUBLIC HEARING *******

Ordinance 16-04: Amendment to the South Weber City Code, Sec. 10.01.100, Definitions (Yard, Rear): Tom said the proposed amendment would allow the setbacks on a lot that has 5 or more sides to be able to reduce the rear setback to 15 feet so that a home/development is better able to fit on a lot. The Planning Commission recommended approval of the ordinance in their meeting on February 11, 2016. Below is the code as it reads currently with the proposed addition in red:

YARD, REAR: A yard between the rear lot line and the rear setback line of a main building extending across a full width of the inside lot; and for corner lots, a yard between the rear lot line and the rear setback line of the building, extending between the side lot line and the front frontage line opposite thereto. **On lots with (5) or more sides, the required minimum rear yard setback may be reduced to fifteen (15) feet measured form any point of the building foundation to the nearest point of a lot line. Only one corner of a dwelling may project into the required rear yard space.**

Mayor Long asked if there was any public comment.

Mike Bastian, 7721 S. 1750 E., said he is a developer and sees this in cul-de-sacs. He said this allows for a better configured house on those five sided lots. He said it also allows for better aesthetics.

Council Member Hyer moved to close the public hearing for Ordinance 16-04. Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

******* PUBLIC HEARING CLOSED *******

Council Member Hyer moved to approve Ordinance 16-04 - Amendment to the South Weber City Code, Sec. 10.01.100, Definitions (Yard, Rear). Council Member Casas seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

APPROVALS:

Resolution 16-14: Final Plat for Valley Flats Subdivision (8 lots) located at approx. 7500 S. 1900 E. (Parcels 13-033-0060, 13-033-0061, & 13-033-0064), 3.2 acres; Developer: Taska Capital IV, LLC: Tom said this subdivision started the approval process in 2014 under the name of Udy Acres with Aaron Haaga as the developer. In 2015, it changed hands to Nick Jensen and name to Valley Flats. Valley Flats went through the entire approval process and came before the Council on September 22, 2015. The developer had a few items to complete (plat errors and a geotechnical report being completed and reviewed) before approval could be given

at that time. Since then, the subdivision has changed hands again to Taska Capital IV, LLC. They have continued with the exact same subdivision that has already been approved by the Planning Commission and reviewed by staff, and have addressed the necessary issues raised in the September 22 meeting. The developers are now seeking final approval on the subdivision. Tom said the developer has paid the fee in lieu of detention as well as all required fees. Council Member Casas discussed the sidewalk on the north side. Tom said those issues were resolved.

Council Member Taylor moved to approve Resolution 16-14: Final Plat for Valley Flats Subdivision (8 lots) located at approx. 7500 S. 1900 E. (Parcels 13-033-0060, 13-033-0061, & 13-033-0064), 3.2 acres; Developer: Taska Capital IV, LLC. Council Member Hyer seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

Resolution 16-11: Approval of Procurement Policy Amendments: Tom said the Council has met and discussed amendments to the City's procurement policy. Tom reviewed the amendments to the policy.

Council Member Sjoblom moved to approve Resolution 16-11: Approval of Procurement Policy Amendments. Council Member Hyer seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

Motion to approve services of Grant Writer Francie Meacham: Tom said the Council has discussed employing the services of Francie Meacham, Grant Writer. He said the City staff needs direction as to how to continue. Council Member Hyer is concerned there is no formal request for proposal and asking her to do something without specific direction. He would like to establish a contract before awarding that to her.

Council Member Hyer moved to approve the services of Grant Writer Francie Meacham and direct City staff to put together a contract which includes the water tower and 1250 East sidewalk projects be the exclusive priority of her efforts, after 20% of her time is spent on her contract she will update the Council as to where she is headed with her work. Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

DISCUSSION (and possible action on):

Replacement of City Hall Sign: Council Member Casas said he has some contacts that can repair the existing sign with angle iron. He estimated it would cost less than \$500. He would be willing to paint the sign. He said if the wish is to replace the sign, then he would recommend an electronic sign. He said in the past the communications committee suggested three electronic signs in the City. He knows they are expensive and up to \$15,000 to \$20,000 per sign. He would like to modernize the sign if it is going to be replaced. Council Member Hyer suggested removing it, at this time, because it is a safety hazard. He said the current sign isn't doing us a whole lot. He said if it is replaced, he would suggest moving it to a different location where it can be seen. Council Member Casas said electricity is available at the current location. He said

moving the sign would be costly. Council Member Hyer said the functionality is fairly limited. He is willing to look into donations. It suggested to have the Public Works Department take down the sign.

Council Member Hyer moved to remove the existing sign and cap the electrical wiring. Council Member Taylor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

CITY COUNCIL ITEMS:

Council Member Casas:

North Corner across from Maverik: Council Member Casas discussed the location across the street from Maverik where there is a two foot hole with an existing sprinkler valve box. He said it needs a sprinkler valve box cover screwed into it.

Council Member Hyer:

Youth Council: The Youth Council will be doing a one day retreat this year instead of going to Utah State University.

Senior Citizen Luncheon: He said attendance has decreased and he would suggest headlining this event in the newsletter.

Council Member Sjoblom:

Family Activity Center: She reported that early morning walkers at the Family Activity Center have missed seeing Curtis. It was stated that Curtis has been ill.

Entrance Sign Update: She met with Ryan Cane (of YESCO Sign Company) and Kegan Zick (scout) concerning the entrance sign on the east end of the City. She said there is interest in doing the same type of sign on 475 East. They are waiting on electrical. She is also working with the property owner who is interested in helping with the cost of the sign.

Council Member Taylor:

Storm Drain 2345 East 8100 South: He thanked the Public Works Department for the timely response on work at 2345 East 8100 South.

MAYOR'S ITEMS:

Discount Pharmacy Cards: Mayor Long said discount pharmacy cards are available at the front desk.

CITY MANAGER ITEMS:

Spring Clean Up: April 16, 2016 will be held at the posse grounds. He said there have been safety issues with it being held at Cherry Farms Park; therefore, it will only be held at the posse grounds.

CITY RECORDER ITEMS:

New Position: Elyse thanked the Council for her new position.

ADJOURNED:

Council Member Taylor moved to adjourn the meeting at 6:51 p.m. Council Member Sjoblom seconded the motion. Council Members Casas, Hyer, Sjoblom, and Taylor voted yes. The motion carried.

APPROVED: _____ **Date**
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 8 March 2016

TIME COMMENCED: 5:30 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer (arrived at 5:44 p.m.)
Marlene Poore (excused)
Merv Taylor
Jo Sjoblom

CITY TREASURER:

Paul Laprevote

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS:

CONSENT AGENDA:

- Approval of February 23, 2016 City Council Work Meeting Minutes
- Approval of February 23, 2016 City Council Meeting Minutes
- February 2016 Check Register
- Resolution 16-12 Appointment of City Manager
- Resolution 16-13 Appointment of City Recorder

Council Member Casas and Taylor reviewed the contract for the City Manager and City Recorder. Neither had any concerns.

PUBLIC HEARING and ACTION ON:

Ordinance 16-04: Amendment to the South Weber City Code, Sec. 10.01.100, Definitions (Yard, Rear): Tom explained the proposed amendment would allow the setbacks on a lot that has 5 or more sides to be able to reduce the rear setback to 15 feet so that a home/development is better able to fit on a lot. The Planning Commission recommended approval of the ordinance in their meeting on February 11, 2016. Below is the code as it reads currently with the proposed addition in red:

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foundation to the nearest point of a lot line. Only one corner of a dwelling may project into the required rear yard space.

Council Member Casas said he isn't sure he agrees with this change. He said he isn't opposed to it. Elyse said this is something that the Planning Commission has been looking at since last fall. Council Member Casas is concerned about fire safety. Elyse said Mark Larsen reviews every building permit and is well versed in fire code and could probably apply his discretion to the application if there was a concern.

APPROVALS:

Resolution 16-14: Final Plat for Valley Flats Subdivision (8 lots) located at approx. 7500 S. 1900 E. (Parcels 13-033-0060, 13-033-0061, & 13-033-0064), 3.2 acres; Developer: Taska Capital IV, LLC: Tom said this subdivision started the approval process in 2014 under the name of Udy Acres with Aaron Haaga as the developer. In 2015, it changed hands to Nick Jensen and name to Valley Flats. Valley Flats went through the entire approval process and came before the Council on September 22, 2015. The developer had a few items to complete (plat errors and a geotechnical report being completed and reviewed) before approval could be given at that time. Since then, the subdivision has changed hands again to Taska Capital IV, LLC. They have continued with the exact same subdivision that has already been approved by the Planning Commission and reviewed by staff, and have addressed the necessary issues raised in the September 22 meeting. The developers are now seeking final approval on the subdivision. Tom said the developer has paid all fees and is ready to move forward with the subdivision.

Resolution 16-11: Approval of Procurement Policy Amendments: Mayor Long asked about credit cards and was wondering if there can be invoices received. Tom said invoices are generally paid with a check. He reviewed Council Member Poore's questions he received via email. He said Council Member Poore asked for clarification on the definition of "City" and where in the policy does the word "City" not include the City of South Weber and the City Council. Tom said he doesn't believe it is referenced in any other format throughout the policy other than when the policy references the council or any employees authorized to make purchases, such as department heads. Council Member Poore said in an email that under VII Informal Bidding Procedures (2) (e) this refers to exceptions and her understanding is any exceptions will be approved by the Council. Tom said Council Member Poore is correct; however, it was then discussed that the exception clause would better fit under the category marked VII Exempt Expenditures because the section expresses all forms of exceptions that could be subject to the rules. Council Member Poore said in the email that under VIII (8) exceptions, she believes there was a dollar threshold (in addition to the percentage). She remembered it being proposed that the dollar threshold was \$25,000. Tom said it was discussed to have a monetary threshold and then the final result was to attach a percentage to the amount for the reason that larger projects would require larger amounts than \$25,000.00 to be expensed. Council Member Poore asked in the email if the City keeps invoices (not the receipt) for credit card purchases. Tom said generally when we use a credit card there is no invoice because the purchase is either conducted online or in an actual store and we typically don't use a credit card to pay for purchases that have an invoice; those are paid for by writing a check.

Council Member Hyer asked about the \$5,000 threshold. Tom said that is still in place. The asset list is also \$5,000 and above. Discussion took place regarding receipts for credit cards. Tom said all receipts need to be submitted.

Motion to approve services of Grant Writer Francie Meacham: Tom said the Council has discussed hiring Francie Meacham as a grant writer for the City in a prior meeting. Council Member Hyer is in favor of having her do some work, but would like to specifically define what they want her to do. Council Member Casas said he has received information on a grant for changing all street lights to LED. Council Member Hyer isn't in favor of moving forward with things they aren't ready to fund. He said the two items that stick out in his mind are the water tower and 1250 East. Council Member Casas said Francie has the desire and the contacts to do the front end work. He isn't sure anyone on staff has the time to do that. Council Member Hyer is concerned about her spinning her wheels on \$5,000 and not going anywhere.

DISCUSSION (and possible action on):

Replacement of City Hall Sign: Tom said the City Hall sign is in need of being replaced or fixed. Council Member Hyer said he has connections with Yesco Signs to help with a solar powered sign. He is willing to work with some scouts concerning a possible Eagle Scout Project.

Adjourned at 6:00 p.m.

APPROVED: _____ **Date**
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner