

Date: December 10, 2015  
Time: 6:30 p.m.  
Place: Willard City Hall, 80 W 50 S, Willard, UT 84340  
Attendance: Mayor Kenneth Braegger, Council members Robert Beebe, Del Fredde, Michelle Mund, Mike Crossley and Josh Braegger, Recorder Teri Fellenz, City Planner Bryce Wheelwright

Excused:

Others: (see attached for others)

### 1. Call to Order

- a. Invocation
- b. Pledge of Allegiance

**2. Open Comment Period** (Individuals have three minutes for open comments. If required, items may be referred to department heads for resolution. Items requiring action by the City Council will be placed on the agenda for a future meeting.) No public comment was received.

### 3. Business

#### a. Final Report of Eagle Scout Projects

- 1) Carter Rose – Carter Rose arrived later in the meeting and presented his report on his Eagle Scout project. Carter explained he appeared before the City Council to request approval to put information regarding graves in the Willard City Cemetery on a website that is searchable by the public. He said the Council directed him toward the Cemetery District for the approval. He reported he received the approval from the Cemetery District and he presented the final product to the City Council. He explained he had the assistance of 7 other scouts and 4 leaders to complete the project. He requested beneficiary approval. The Council commended him on the project and Council member Fredde stated he would sign the approval.
- 2) Matthew Gray – not present
- 3) Brandon Flinders- not present

**b. Unison Cellular Lease** -Presentation of a proposal for lease for cellular tower on City owned property. Rich Meeboer introduced himself and explained he is Site Development Officer for Unison Site Management based out of New York. He lives in Park City and is the most local representative. He stated he is there to discuss some possibilities about the cellular site owned by the City. He stated he has been speaking with Council member Braegger about some options on the site and would like to share them with the Council to see how they feel about them.

He stated their company has been in the cellular industry for 12 years and gave figures on their portfolio of purchase of 7,000 plus towers to date. He stated he purchases interest in towers that are specific to future use of cellular networks including cellular communication and wireless data. He named companies they work with. He explained how the towers are becoming more in demand as the number of wireless devices increases every day.

Mr. Meeboer explained the communication companies come to the site management companies with an RFP to locate on the towers. He explained Willard's tower has a

unique position in the area of networks. He stated there are several towers in the area, however; this one is in kind of an island that could use some more infrastructure. He stated they don't want to go out and build more towers and stated they are an eyesore. He also stated they don't want to go out and put towers on top of the mountain because they don't service devices the same way one close to the highway does and he would rather have 10 close to a highway than one on top.

Mr. Meeboer explained he works with the carriers and discussed the attached terms he is proposing and the network potential and the ability to add to the site. He stated the proposal has two areas. He said first and foremost they are an investor and manager. He explained they have to invest in the site to have the legal right to go out and approach carriers to locate on the tower. The first of the transaction looks at the current economics of the lease and they view that as a revenue stream to be able to come up with an investment package, like putting their money where their mouth is and then they work to get their money back. He stated they will provide money up front then work to get additional carriers. When they do then they split that fee 50/50 with the City. He said he feels the City can receive a lot more rent than the current lease provides. He stated typically he is going to get \$2500-3000 per month compared to the current \$640 the City is currently receiving. He stated that is basically what they do and opened the time up for questions from the Council.

Council member Fredde asked about the comment of other potential carriers. Mr. Meeboer explained the process of carriers approaching them with the need for a certain number of towers. They then locate existing towers to help fill that need. He explained there are three entities that currently handle the sites and they are Unison, Crown Castle and American Tower. He stated if a carrier asks for 300 towers the other two companies generally come back with 200 and he will be able to come up with the 300 because he is not a tower company, he specializes in cellular sites. He also added that most towers can accommodate far more carriers than those that exist and they can tie quite a bit of infrastructure into one pole. Council member Fredde then asked what typically they add in a year. Mr. Meeboer stated it varies from site to site, and felt in 4 to 5 years he could locate 4 additional people. He stated they have a very good feeling already for what is possible.

Mr. Meeboer then went on to explain further the Terms of Agreement. He stated for \$91,125 they are asking for assignment of the lease to offset the risk and they have to start a recapture of their investment right away. The revenue stream serves that purpose. He stated he is not in the business of waiting 10 to 15 years to get his cash back and typically what they do is the \$91,000 up front and the 50/50 on the back end and usually in two years they will start to see a turn around. He stated they ask for an assignment of the rent, and the lease, an easement that underlies the existing compound that is already granted and stated he does not want to change the use of the land and stated they are also asking for an additional 250 square feet. He said that will be for ground equipment for additional carriers. He explained ground equipment these days is about the size of the podium and not the size of the building currently on the site and explained what they do. Council member Crossley clarified that as they go along and get more customers on the tower they get more revenue and asked if Willard gets a portion of that. Mr. Meeboer explained they are a management company and with the agreement become a partner with the community. He then will go and negotiate a lease with a carrier at about \$2,000 to \$3000 a month which already is in a master lease. When they tie into the site he will send a copy of the lease to Willard so they understand what goes on and there is transparency in the transaction. The day the equipment turns

on they start paying rent and send the check to Unison. They in turn will send a check to split it down the middle and send it to Willard City for the life of the lease. If the lease extends beyond the easement his efforts revert to Willard City. As a point of clarification he noted the easement is for 50 years. Council member Braegger noted at that point Mr. Meeboer would be dealing with Crown Castle. Additional discussion was held on the terms.

Mayor Braegger asked that the City Attorney review the information and will be in contact with Mr. Meeboer. He works with large communities and is willing to speak with the City Attorney to negotiate some of the terms if it is necessary to the City's situation.

c. Review and discussion of revised requested changes to the Lease Agreement with T-Mobile submitted by Crown Castle for the Cellular Tower on City owned property. Mayor Braegger stated they will have the City Attorney review the information.

d. Review and possible award of bids to camera and clean sewer lines. The attached comparison of bids received was reviewed. Council member Fredde noted there were 3 bids submitted in response to the Request for Proposal. He explained that two of the bids did not include all the items requested.

**Council member Fredde made a motion to accept and award the bid to Val J. Kotter and Sons. The motion was seconded by Council member Beebe. The motion carried with the following bid:**

**Council member Beebe – yes  
Council member Crossley – yes  
Council member Fredde – yes**

**Council member Braegger – yes  
Council member Mund – yes**

e. Planning Commission Report – City Planner Bryce Wheelwright explained the Planning Commission is working on a revision to the Land Use Map to include a potential Commercial Neighborhood zoned along Main Street. They held a public hearing and a number of landowners were present. The Planning Commission are reviewing the comments.

f. Approval of minutes: November 12, 2015, meeting. The minutes of the November 12, 2015, meeting were individually reviewed.

**Council member Crossley made a motion to approve the minutes as written, seconded by Council member Mund. The motion carried with a unanimous vote.**

g. Financial - The vouchers and warrants were presented to the Council for approval. The reports were individually reviewed.

- 1) Warrants
- 2) Vouchers
- 3) Reports

**4. Department Reports**

a. Maintenance Department

- 1) Request for approval for replacement of salter control box 1999 International – approx. \$1,800. Council member Beebe explained the salter unit for the 1999 international has deteriorated because of the salt and needs to be replaced. The actual estimate is closer to \$1,880.

**Council member Beebe made a motion to approve \$1900 for the replacement of the salter control box. The motion was seconded by Council member Mund. The purchase was approved with the following vote:**

**Council member Beebe – yes  
Council member Crossley – yes  
Council member Fredde – yes**

**Council member Braegger – yes  
Council member Mund – yes**

2) Request for purchase of additional diesel fuel for shop tank – fill tank for emergency preparedness – Maintenance Supervisor Doug Thompson explained they would like to finish filling the diesel tank in the shop area for emergencies such as when the power is out or in a disaster. He stated the amount to finish filling the tank is about \$1,000.

**Council member Fredde made a motion to approve \$1,200 to fill the diesel tank, seconded by Council member Crossley. The motion carried.**

**Council member Beebe – yes  
Council member Crossley – yes  
Council member Fredde – yes**

**Council member Braegger – yes  
Council member Mund – yes**

3) Request for approval of \$800 for preliminary supplies and work on shop relocation of electrical service. Council member Beebe stated he would like to purchase supplies for the Maintenance Department to begin some preliminary work for the relocation of the electrical service at the shop. The cost of the materials will be approximately \$800.

**Council member Beebe made a motion to approve \$800 for the purchase of conduit and supplies for preliminary work to relocated the electrical service at the shop. The motion was seconded by Council member Mund and the motion carried.**

**Council member Beebe – yes  
Council member Crossley – yes  
Council member Fredde – yes**

**Council member Braegger – yes  
Council member Mund – yes**

4) Discussion on options leasing equipment. Council member Beebe stated they have received a range of quotes on different pieces of equipment. He will get more information for a future meeting.

**b. Police Department**

**c. Fire Department**

1) Requests for purchase

- a) 2 – LED Stream Lights \$400
- b) Batteries – Flashlights and Thermal Imaging Camera - \$840
- c) 4 – Buckets of Foam - \$360
- d) 2 – Helmets- \$374
- e) 2 – Headlamps - \$242

f ) Department Patches - \$300

Mayor Braegger explained the requests for items to be purchased.

***Council member Braegger made a motion to approve \$2,550 for the purchase of the equipment. The motion was seconded by Council member Crossley. The motion carried.***

***Council member Beebe – yes  
Council member Crossley – yes  
Council member Fredde – yes***

***Council member Braegger – yes  
Council member Mund – yes***

## **5. Council members**

a. Robert Beebe – Reported he received 1 bid for \$5,000 for the labor on the roof on the fire station. He will get two more bids and present at a later meeting. He thanked the office staff for the work putting together the Christmas dinner.

b. Mike Crossley – Thanked Council member Mund for her time on the Council and wished everyone a Merry Christmas. He also noted Clyde Westley would like a picture with the Mayor and City Council to record his selection as Citizen of the Year with the Council members and Mayor in office at the time.

c. Del Fredde – Granite construction has contacted him regarding the possibility of disposing of water used during the hydro blasting bridges during the I-15 project. They will be looking at more of the details.

d. Josh Braegger

1) Willard Creek Nature Park and Debris Basin update and review and possible approval of bid for bridge. Council member Braegger stated they will begin excavation on the park in the next week. He also presented the attached bridge quote from Contech for approval.

***Council member Beebe made a motion to approve the purchase of the bridge from Contech. The motion was seconded by Council member Fredde seconded the motion and the motion carried.***

***Council member Beebe – yes  
Council member Crossley – yes  
Council member Fredde – yes***

***Council member Braegger – yes  
Council member Mund – yes***

Council member Beebe noted the bridge will be about the last item done, just before the paving. The estimated completion is scheduled for July.

e. Michelle Mund – Asked if the Brigham City Fire Department instructed the Willard Fire Department to cut through the fence along 200 W. Mayor Braegger explained an individual had a medical issue and drove through the gates. A brief discussion was held.

## **6. Mayor's General Correspondence and Information**

Mayor Braegger thanked Council member Mund for her service and all she has done and presented her with a gift as a token of their appreciation.

Mayor Braegger then thanked the staff the Christmas Party and especially thanked Recorder Teri Fellenz for going above and beyond in dealing with computers and everything that keeps

things running in the City. He is looking forward to the New Year and wished everyone a Merry Christmas.

**7. Adjourn: A motion was made by Council member Beebe to adjourn, seconded by Council member Mund, motion carried. The meeting adjourned at 7:31 p.m.**

Minutes were read individually and approved on January 14, 2016.