

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
May 19, 2016**

PRESENT:	Alden Farr	Councilmember
	Ruth Jensen	Councilmember
	Tom Peterson	Councilmember
	Mark Thompson	Councilmember
ALSO PRESENT:	Joseph Bach	Fire Chief
	Rick Bosworth	Human Resource Coordinator
	Mark Bradley	City Planner
	Paul Larsen	Community Development Director
	Kirk Morgan	City Attorney
	Mike Nelsen	Police Chief
	Derek Oylar	Finance Manager
	Marge Porter	Deputy City Recorder
	Tyler Pugsley	Public Works Director
	Jason Roberts	City Administrator
EXCUSED:	DJ Bott	Councilmember
	Tyler Vincent	Mayor

Councilmember Thompson, in the Mayor's absence, conducted the meeting. He excused Mayor Vincent and Mayor Pro Tem Bott. The Reverence Period was given by Pastor Mac of the Aldersgate United Methodist Church. The Pledge of Allegiance was recited.

Approval of Minutes: A motion to approve the minutes of the May 5, 2016 Council meeting was made by Councilmember Jensen, seconded by Councilmember Bott and unanimously approved as distributed.

AGENDA

PUBLIC COMMENT

COUNCILMEMBER COMMENTS

CONSENT

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections

Changes to Employee Policy and Procedure Manual to Allow Employees to Combine their Two 15-Minute Break Periods into 30 Minutes to Provide Time for Exercising

SCHEDULED DELEGATION

Youth City Council Annual Report

NEW BUSINESS

Request from West Corinne Water Company to Allow Two Homes to Connect to the Wakegan Waterline

Request from Willard City Police Chief to Donate Surplus Police Vehicle Equipment

Resolution Requiring a Fire Department Key Box in New or Renovated Commercial Buildings

General Obligation Bond Process Information

PLANNING COMMISSION

Ordinance Requesting Amendment of Zoning to Allow for Small Woodworking Shops in the General Commercial District between 500 North and 900 North

PUBLIC COMMENT

There were no comments from the public.

COUNCILMEMBER COMMENTS

Councilmember Farr stated that he met with the Library Board and they would like to invite Derek Oyler to attend their next meeting on June 21, 2016 to give them a quarterly report. He also reported that a citizen told him about an experience he had with the Police Department and told him they were very professional. Another citizen told him Public Works was very responsive when he called and told them he was riding his bike on 900 North and fell off his bike because of the loose gravel due to the construction. Public Works responded that same day.

Councilmember Jensen also complimented the Police Department. She also thanked Donna Pett. She uses her as a resource and she appreciates what she does and all the hard work she does to keep the City in line and help the Councilmembers and Mayor.

Councilmember Peterson met with the Golf Course Commission. It was a very positive meeting. The new groundskeeper has taught Chris Marx quite a bit about golf grass care. They toured the greens to see what they are doing differently to make sure the golf course is well manicured and taken care of. They did some cuts on the green and found out that the thatch is about 1½" deep on the green, which does not allow the water to sink into it. They are struggling with some of the valve locations. Councilmember Peterson suggested the City's GIS shoot some points for them and have it mapped.

CONSENT

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections

A list of accounts totaling \$7,336.84 was presented to be removed from the City's system due to customer taking out bankruptcy or being sent to collections.

Changes to Employee Policy and Procedure Manual to Allow Employees to Combine their Two 15-Minute Break Periods into 30 Minutes to Provide Time for Exercising

Councilmember Farr expressed concern with some directors allowing this schedule and others not. Mr. Bosworth replied that it could be a potential problem, but staff will work through it. Councilmember Jensen explained that this is why the Personnel Committee thought the policy should be vague so it is up to the discretion of the directors if it was suitable for their department and in the time the employees work. Not everyone will be asking to do this. She added that in order to keep health insurance costs down, the City is always promoting employees to be as healthy as possible and this is one way to promote this.

MOTION: A motion to approve the Consent Agenda was made by Councilmember Jensen, seconded by Councilmember Peterson. Councilmember Jensen, Councilmember Peterson and Councilmember Thompson voted aye. Councilmember Farr voted nay. The motion carried 3-1.

SCHEDULED DELEGATION

Youth City Council Annual Report

Youth City Council Mayor Pro Tem Kevin Bradley came forward and expressed appreciation to Mayor Vincent and the Council for all their support. The purpose of the Youth City Council is to provide an opportunity for youth to develop leadership skills as well as citizenship skills, and to develop an understanding of the City's government.

The Youth City Council presented a slideshow of their activities for the past year.

- Placed flags on the headstones of veterans on Memorial Day.
- Assisted with the Heritage Arts Festival by doing the children's activities.
- Toured the Deseret Industries and saw how donations from Brigham City affect the world.
- Assisted with the Dam Donut Run at Mantua Reservoir.
- Assisted with the Turkey Trot.
- Toured the Box Elder News Journal facility.
- Helped with the Christmas and Thanksgiving decorating at the Train Depot.
- Replied to children's letters to Santa Claus and helped with Breakfast with Santa.
- Attended "Local Officials Day" at the capital. They were able to tour the Capital with Representative Lee Perry.
- They also did a food drive for four weeks. They were able to exceed their goal of collecting 1,787 pounds of food for the Box Elder Food Pantry.
- Toured the local post office.
- Attended a Leadership Conference at Utah State University.
- Assisted with the Easter Egg Hunt at Pioneer Park.
- Met with the County Recorder regarding the election process.
- Worked with Smith's on their Primary Children's Hospital fundraising by selling cakes and nachos. They raised \$250.
- Put on a Senior Ball at the Senior Center.
- Designed and constructed the Brigham City booth at the County Fair.

NEW BUSINESS

Request from West Corinne Water Company to Allow Two Homes to Connect to the Wakegan Waterline

Mr. Pugsley came to the table and explained that the West Corinne Water Company recently contacted him requesting the City to allow two connections not in Brigham to connect to the Wakegan waterline.

During the Wakegan Project, Brigham City abandoned the emergency water connection near the airport for Brigham City and West Corinne Water and put one nearer the heart of their system. Property in this area was recently annexed into Brigham City. As part of the annexation, they were required to relocate the line for West Corinne Water.

If the Council approves the request for these two homes, they would pay impact fees, connections fees and the non-residential rate. West Corinne Water talked to the two homeowners and they agreed to connect to the system and are willing to pay these fees.

This request also requires the approval of Procter & Gamble. Mr. Pugsley and Mr. Roberts met with P&G and they are discussing this with their attorney.

MOTION: Councilmember Jensen made a motion to approve the request from West Corinne Water Company to allow two homes to connect to the Wakegan Waterline, contingent upon the approval of P&G. The motion was seconded by Councilmember Peterson and unanimously carried.

Request from Willard City Police Chief to Donate Surplus Police Vehicle Equipment

Mr. Pugsley explained that when police vehicles are no longer used, the Fleet removes the equipment (radios, computers, etc.) and keeps it for about a year, then recycles it. This is the equipment Willard would like to try and retrofit for their vehicles.

MOTION: Councilmember Farr moved to approve the request from Willard City to donate surplus Brigham City police vehicle equipment, seconded by Councilmember Jensen. The motion carried unanimously.

Resolution Requiring a Fire Department Key Box in New or Renovated Commercial Buildings

Chief Bach and Mike Young came forward and said the Fire Department has been doing this since 2010, but there was nothing in writing. The business is responsible for purchasing and installing the key box. They then call the Fire Department and the Fire Department personnel will lock the keys in the box and they are the only one with the key. One key fits all the boxes in Brigham City's jurisdiction.

MOTION: A motion to approve the resolution requiring a Fire Department key box in new or renovated commercial buildings was made by Councilmember Farr. The motion was seconded by Councilmember Peterson. Voting was unanimously in favor.

PLANNING COMMISSION

Ordinance Requesting Amendment of Zoning to Allow for Small Woodworking Shops in the General Commercial District between 600 North and 900 North

Mr. Bradley approached the Council and stated that this is a request from a business that wants to move his woodworking business to 779 North Main. It would be an office space and a detached shop. This area is currently not zoned for a woodworking shop. This amendment would require the shop be totally enclosed and not exceed 2,000 square feet, and would be limited to North Main between 600 North and 900 North. All work must be conducted within the enclosed woodworking shop. The shop must be constructed or insulated to reduce noise.

Councilmember Peterson said it seems the City is creating an ordinance for a certain individual. Mr. Bradley said a lot of ordinances are created in this way. He added that there has been discussion in the review of the general plan, which is not completed yet, of creating nodes along North Main to focus on different use categories.

The Council discussed waiting on this until the zoning ordinance is rewritten. Mr. Bradley said there is nothing in the 2016-17 budget for this.

Councilmember Peterson did not like limiting the shops to a certain square footage or limiting it to a certain area in the General Commercial zone. If it is allowed in General Commercial, it

should be allowed and not be so specific. A wood shop more than 2,500 square feet has to have overhead sprinklers. This almost prohibits any "Mom and Pop" shop because of the building code. He felt it was unnecessary language and creates a door for someone saying the City created an area for a certain business. He recommended no square footage limitation and no 600 North to 900 North delineation.

Mr. Bradley said the current language limits it to five employees. The Planning Commission felt this was too arbitrary so they wanted to be more specific.

MOTION: Councilmember Peterson made a motion to approve the ordinance and that the Council will find \$40,000 to rewrite the zoning ordinance. Councilmember Thompson questioned whether the budget portion of this can be tied to this motion.

AMENDED MOTION: Councilmember Peterson made a motion to approve the Planning Commission's recommendation for the zone change that would allow small woodworking shops in the General Commercial District between 600 and 900 North. The motion was seconded by Councilmember Jensen. Councilmember Peterson added that he does not like this idea, but if this is the way the state is moving he needs more education and training. Councilmember Jensen said she would like to hear from the applicant.

Mr. Eldon Nowell came to the table. Councilmember Jensen asked if he was comfortable with the Planning Commission's recommendation. Mr. Nowell said he is. When he was looking for a shop, all the industrial parks in Brigham City were full. This was the only place they found. He felt the location will be very beneficial because of the exposure on Main Street. Councilmember Jensen added that Anvil Construction is also on North Main. They are not a woodworking shop, but they make cabinets. Councilmember Jensen asked if he agreed with the square footage limitation. He said he did.

Councilmember Thompson asked for a roll call vote on the motion.

Councilmember Farr - aye
Councilmember Jensen - aye
Councilmember Peterson - aye
Councilmember Thompson - aye

The ordinance was unanimously approved.

UNFINISHED BUSINESS

General Obligation Bond Process Information

Alex Buxton from Zion's Public Finance and Mr. Roberts came to the table. Mr. Buxton presented a calendar outlining the dates to have a GO bond on the November 2016 election. The first item that requires Council consideration is the adoption of a resolution on August 25, 2016 calling for the special bond election. This needs to take place at least 75 days before the election.

A public hearing will be held in September. There will need to be two consecutive publications of the public hearing in *The Box Elder News Journal* on September 7 and 14.

The Council, or someone they choose, must submit an argument in favor of the bond proposition and submit it to the Election Officer before September 9. Any resident may submit an argument against the proposition by this same date.

A voter information pamphlet must be mailed to all residents from September 26 through October 24. This must be a non-biased brochure.

Twenty days prior to the election (October 25 - November 4) the City must hold a public meeting to allow public to present arguments in favor of and against the ballot proposition.

Mr. Buxton recommended the City involve the Utah Taxpayer's Association. It is better to be proactive and have them hear about it from the City. This does not mean they will support the tax increase.

Mr. Buxton said the best way to pass the bond is to establish the need, talk about the solution, and explain the costs.

If the bond passes, it will take approximately 60 days to issue the bond. Interest rates are lower than they have ever been. Mr. Buxton added that they always like to add a little cushion because rates can change from the time of the election to the time the bond is issued.

Legally, the City has to state what the tax impact is on a standalone basis regardless if there are bonds outstanding or bonds being paid off. Because Brigham City has a bond that will be paid off, the proposition ballot will have to show how much the bond would cost per year for an average home. Following this statement there will be an explanation of the bond that will be paid off, with the net effect of the new bond on the residents' property tax for an average home. This will also have to be in all the brochures and literature.

This will be discussed further in the June 2, 2016 Council meeting.

The meeting adjourned at 8:58 PM.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the May 19, 2016 City Council Meeting.

Dated this 16th day of June, 2016.

Mary Kate Christensen
Mary Kate Christensen, Recorder