

Work Session  
05-24-2016

MINUTES OF WORK SESSION MEETING HELD BY MORGAN CITY COUNCIL IN REGULAR  
SCHEDULED OPEN PUBLIC SESSION ON TUESDAY, MAY 24, 2016 AT 5:00 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, and Fran Hopkin.

Excused: Council Member, Bill Cobabe.

City Staff: Gary Crane, Attorney; and Shayla Hurlbut, Community and Economic  
Development.

Others present: Kolby Kendell; and Jennifer Vesper, Morgan County News.

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

**Items for Discussion**

**Commercial Street Project**

This meeting was scheduled to allow the member's time to make decisions on how they want to proceed on the Commercial Street revitalization project. At the last meeting the members were given a list of items that had been prepared by Mayor Little that needed to be discussed. They were asked to review this list, add any items they felt were needed and be ready to make decisions.

Mayor Little stated the next step is for this project to be sent to the engineer. There needs to be discussion on what needs to be decided before this can be done. Mike stated he feels the sidewalk widths, parking spaces and angle, trees and plants need to be decided on before sent to an engineer. Tony stated they need to decide if they want improvements on one side or both sides. Shayla stated they also need to discuss how many bulb outs they want.

Mike contacted someone he worked with in the past on a large plaza project there were involved in. He asked them how the plants and trees in this project were doing and asked how they maintained them. He was told there are some easy things you can do to help plants and trees survive the salt and other chemicals that come from the street. They add gypsum to the soil, and they use calcium chloride salt instead of regular road salt. Part of the vegetation being able to survive is also due to having proper drainage. Mike asked his contact to provide a list of plants they used for that project; he will give it to the members when he receives it.

Fran stated one issue he feels can be decided is if the sidewalk should be on both sides. From discussion that has taken place in past meetings, he feels there is enough consensus on this to agree it should only be on one side. The members agreed. Tony stated he feels the angle of parking should be changed to 45 degree angle on both sides of the street. Shayla mentioned Bernie Carter, Street Department stated you would gain 1 to 1 ½ feet of road if you change to 45 degree angle.

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There was discussion on whether the sidewalk on the business side of the street should remain the same width. The members agreed the current width should be maintained. Mayor Little gave the members some information on the slope of the sidewalk Mark Schmid, Building Official had given him on this topic. The slope of the sidewalk will affect the drainage. Mayor Little asked if the sidewalk slope is changed does this affect the curb, gutter and road. He is not sure if this is something this group can decide, or if an engineer needs to determine this. Mike stated a typical curb face is 6" – in Salt Lake City they would vary from 5" to 8", occasionally 10". However, 10" is quite high to step over, and you need to take into consideration the need for ADA parking. You can utilize bulb outs areas for ADA parking. Mike feels most of this would need to be determined by an engineer, with some guidance or suggestions from the members.

Jeff asked what ADA accessibility parking is currently on this street. There was discussion about what is currently there and if it should remain where it is, or move it due to the construction being done. Jeff stated he would rather do the sidewalk and not touch the curb, but would have to look at what the engineer or architect would suggest.

Mike stated he feels the bulb outs on each end of the street would be good for traffic calming, along with the center plaza, and the bulb outs at the intersection of 125 North Street. Shayla stated she likes the bulb outs, but there have been concerns about the number of them in the plans and the amount of parking spaces they take away. Mike drew an outline of the sidewalk grade and showed how if the grade gets over a certain percentage, you can use those areas for planters. Shayla asked if you would irrigate the planters or depend on the business owners to water the planters. Mike stated he does not feel it should be dependent on the business owners, you must provide for watering. Mike stated you can direct the engineer by telling them you are looking at keeping the slope at a certain level and let them do a design.

Jeff asked if Mike feels the curb and gutter need to be replaced. It is not in good condition in some areas, it might not be that expensive to do this while you are doing this project. This again would be something the engineer could make recommendations on. Mike and Jeff stated their recommendation on the slope, this should have a 2% grade (cross slope) and the sidewalk design needs to have at least .3%.

Next, the members discussed the bulb outs and trees that have been suggested in the concept drawings. One concept shows trees only in the bulb outs, and the other has trees all along the sidewalks. Tony stated he likes the center plaza. The rest of the members agreed the plaza should remain. Tony stated he does not have a problem with the bulb outs being reduced to what Mike had stated. All the members stated they want to have some bulb outs. Mike restated his preference, which is to keep the proposed ones at each end of the street, and the ones at the 125 North intersection remain, and all others be removed. Also, the center plaza would remain.

Mayor Little asked if the bulb outs on the west end of the street should be moved farther west in anticipation of development being done on the vacant lot. Mike stated he feels these should be left as they are drawn. When a development goes into the vacant lot, they will have to bring a plan that shows how they will add into this street design.

Jeff asked what type of bulb outs the members would want do they want raised ones? This does not need to be decided at this time, they can do the engineering and see what the cost will

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be to do basic ones, versus some that are a little more decorative. The members agreed to keeping the bulb outs that Mike had suggested.

Mayor Little stated he favors the bulb outs that are raised on the sides. The members agreed they prefer them to be raised. Tony stated if you take out the other proposed the bulb outs it may look better to keep some trees in the sidewalk. Mayor Little asked if the members want planters on the lamp posts and trees, or none – or both. There was discussion on what the members prefer. Tony stated he likes the lamp posts with two arms on them and would prefer plants. Fran stated he would like to be able to put planters and banners on the lamp posts. This can be done with the type of arms that are installed on them. There was discussion on watering these planters. Mike stated he is opposed to the water lines being run to the planters. This is a huge expense, and the City Planner has stated the maintenance is very high on planters.

Mayor Little stated the scenario with trees is some of the business owners will not want trees in front of their stores. If they want to bring out tables, or other items in front of their store having trees in this space takes away from what they can put out in this area. Mike stated they might want to ask the business owners how they feel. He feels they might prefer to have the trees to provide shade. Shayla stated she has an email she will send to the members that shows a variety of how areas have done their projects, some have trees some do not.

The members agreed there should be trees planted along the street, but not at the density shown on the concept drawings. There was discussion about coloring and/or stamping the concrete bulb out and plaza areas.

Mayor Little asked Mike about the steps that can be taken to protect the trees from the salt and other chemicals that come from the street. Mike stated other areas apply gypsum annually and this absorbs chemicals so they do not harm the trees. The members discussed whether there should be grates in this area. Fran stated he feels the arms on the lamp posts should be added later, unless you can purchase them and they can be attached at a later time.

Mike stated there would need to be discussion about the placement and height of the arms on the lamp posts, and they need to take in consideration about how this affects the lighting of the street. Mayor Little stated Paul Simmons; Electric Lead Lineman has done quite a lot of work on the lamp posts. Shayla shared with the members information received regarding lamp post standards. There is a model that shows the amount of posts you need to cover the street with light. They also need to decide if they want single lights or double ones on each post.

Mike suggested getting the historic committee involved with items such as lamp posts to see what they would prefer. Shayla stated you need to have the posts far enough off the street so the banners do not interfere with large trucks that need to maneuver down the street. If the members prefer arms on the posts, they look better if you order them that way instead of adding them at a later date. Fran stated he would add them later, not order the posts with arms. Mike stated if the members want to use the posts to hang planters and/or signs, he feels they should come with the posts they order. Jeff stated he agrees with Mike on this item. The members agreed they would rather have the two headed lamp posts.

Mayor Little stated with these decisions being made, what steps need to be made next. Do they send it to an engineer to start the plans? Jeff stated he feels they should set down with the city

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engineer and see if they can do this in-house. Mayor Little asked Attorney Crane what action the members need to take next to be legal. Attorney Crane stated the only legal thing you need to do is to budget it. This project is in the current, and the upcoming budgets. Mayor Little asked if they should take the decisions back to the public. They do not need to take it back to the public; they can now send it to an engineer.

Jeff stated he feels it should be taken to the city engineer to see what type of commitment he can give to the project. Tony stated they should tell the engineer this is what has been decided, and not ask them to try to come up with a design. Mike stated he would like to have comments from the business owners about the bulb outs, if they want to use these areas for tables, etc. Mike mentioned the need to be careful not to “pick and choose” who gets bulb outs. Fran stated he is not against adding bulb outs if there is a specific reason for them. Mike stated if there is another meeting with the business and property owners, they could see if they bring this up during the discussion. Shayla asked if the members want to hold a public community meeting.

Jeff stated he feels it should go to the engineer first. Mayor Little agreed the engineer can work on this now, the meeting for the public and/or owners can be decided later. Shayla asked if there could be someone from the council appointed as the project manager so there is someone the engineer can contact on the project. Mike stated if there is going to be a public meeting, there needs to be an updated drawing. Shayla stated she is not sure the Utah State group that did the concept drawings is available; she will have to check on this.

Mayor Little stated he will contact the engineers on this project.

**Resolution #16-15**  
**Law Enforcement Contract**

The law enforcement contract with the County expired in December 2015. This contract will reinstate the agreement for law enforcement services. Mayor Little reviewed the changes in this agreement. The changes in section 9.01 are adjusting the dates of the contract, and 10.01 changes the amount of the contract. They eliminated 13.02, and made wording changes to 13.01 to refer to the changes that have occurred with justice court.

Tony asked if this is for the same time period as the last one – it was stated it is for a five year period and the amount increases from \$126,113 to \$132,949. Tony stated he likes the way this contract is handled; it was very ambiguous the way it used to be calculated.

**Resolution #16-16**  
**Animal Control Contract**

This contract is between the City and the County for animal control services. There is no increase in the cost; however it is ½ of what was budgeted last year due to the animal control officer being made a part time position.

Mayor Little reviewed the changes - item #4 changes who handles the licensing. This will change it to read the City if responsible for their own licensing and collecting the fees and vice-versa. Item #10 defines the amount to be paid under the contract. This was originally for a full

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time person; the amount in this agreement is for half of the amount previously agreed upon. Fran asked what percentage the City pays toward the animal control officer. It was stated the City pays ½ of these expenses. Tony stated most animal control calls are in the City. The total budget for this contract is \$9,370.

Attorney Crane stated he has received some contracts regarding dispatch costs for emergency services. These costs used to be covered by the 911 fees collected. These fees no longer cover the costs. They are requesting the City and County approve joining the special service district – this would add .00038 of a percentage increase on taxes to fund this service. They will be coming in the future to ask for a decision on this matter.

Mayor Little stated the Justice Court Judge will be retiring soon and there will be the need to go through the process to put a new judge into this position.

### **2016-2017 Budget Review**

Mayor Little stated the items that have been discussed tonight as far as animal control and law enforcement are already in the budgets that have been prepared. He stated the members need to decide if they want to change what has been suggested as far as salary and benefit increases.

Mayor Little also asked if there are any other changes the members would like to make. These need to be discussed as the final budget will be approved at the next meeting. Tony stated as far as the increase in insurance rates and the 3% cost of living, he is okay with this being left as is for the upcoming budget. He does feel there needs to be a committee formed, or more dialogue sooner in the year to discuss options for insurance in future years. Fran stated he agrees this should be done, and even though there is no rate information in the fall, they could look at the options and be better prepared to make a decision.

Tony mentioned they discuss every year making changes, and start too late every year to implement them. Jeff asked about what had been budgeted to purchase a truck for the street department. There was \$30,000 put into the capital improvement budget for equipment, this should be adequate and can be adjusted later if needed. Mayor Little asked each member if they wanted to make changes to the salary increases. The members all agreed it should stay as budgeted.

### **Council Department Review**

Fran stated he has not finalized the letter Earth Renaissance Technologies (ERT) wanted us to sign to send to the Division of Water Quality (DWQ). This is not a letter committing the City to their services; it just states the City is interested in this type of system. Fran will get a copy of the letter to the members when it is available.

Jeff stated there has been a delay in the project on 200 East Street. He stated the water line was partially a 2" galvanized line. This is being replaced and the project will be back on schedule soon. They have also been delayed due to the weather.

Shayla stated there is a triathlon event planned and this street is part of their route, it is June 11 – 12. Jeff stated this should be completed by then. Mayor Little stated there was also a

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concrete irrigation pipe that is no longer in use. He requested Jeff follow up on this to decide if it should be removed or left in place.

Shayla asked the members for clarification on the recommendations for Commercial Street. She reviewed the decisions the members made on this project. She stated she will type a memo that outlines these items and will email it to the members for their review.

Shayla asked what should be asked of as far as the engineer – should we ask them to move as soon as possible. The members stated that was what had been discussed. She mentioned the possibility of having someone appointed project manager. Jeff stated he would be willing to be the contact person for the project in order to keep things moving forward.

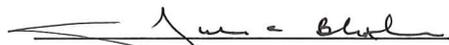
Shayla thanked the members for their input and the decisions they have made. She would like to hold the community meeting in two weeks. Jeff stated he feels this should wait until the engineer has been contacted and has been able to look at the project. They need more information before they present to the public.

Mayor Little stated he feels the meeting with the public should be done before the engineer has been contacted. Mike asked what the purpose of the public meeting is. They have had several meetings and asked for input and the decisions that have been made have taken that input into consideration. Do they want the public to be allowed to make changes to the plan at this point? Mayor Little stated he feels the plan the members have agreed on should be shown to the public. Fran stated if it is taken to the public it should be done in a way that shows what is being planned, not necessarily asking them to make changes.

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

This item was not discussed.

This meeting was adjourned at 7:00 p.m.

  
Julie A. Bloxham, Recorder

These minutes were approved at the 06-14-16 meeting.