

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 19 July 2016

TIME COMMENCED: 5:31 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer (not in attendance)
Marlene Poore
Merv Taylor
Jo Sjoblom

CITY ENGINEER:

Brandon Jones

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Jason Watterson, Wayne Winsor, Suzanne Mitchell, Payden Mitchell, Brent Poll, Ed Parker, Nate Reeve, and Mark McRae.

Utah Local Governments Trust Accountability Program Presentation by Jason Watterson:

Jason Watterson, from Utah Local Governments Trust, presented the accountability program to those in attendance. He said several years ago they tried to look at putting a program together to help local government stay out of trouble. He said the most common cause for liability loss for local governments is automobile loss, with number two being sewer back up. He said South Weber City has done an excellent job. He said along with the award comes a check. He said in addition workman's compensation premium is reduced. He is pleased to present the City with the Trust and Accountability Award.

APPROVALS:

a. Scope of Work Proposal from Jones & Associates for the Westside Water Reservoir

Project: Tom explained that on May 2, 2016 a notice of solicitation for consulting services was posted for the Westside Reservoir Project. Interested consultants were asked to submit a 5 page statement of qualifications (SOQs) for consideration.

On May 23rd, five SOQs were received from:

- Bowen, Collins & Associates
- Hansen, Allen and Luce
- Horrocks Engineers
- Jones and Associates
- Stantec Engineers

On May 31st, the Selection Committee met and discussed each SOQ and evaluated them based on the advertised criteria. The preferred consultant, based on the evaluation scoring, was Jones and Associates (JA).

Tom said on June 3rd, a meeting was held with JA wherein the project scope and objectives were reviewed. Based on these discussions, JA was asked to submit a detailed scope of work (SOW), schedule and fee proposal for consideration. A final SOW and fee proposal was received on July 1, 2016.

Tom explained that the SOW is presented in four (4) phases. Phase 1 is the investigation phase. Phase 2 is remediation options to the existing structure. Phase 3 is replacement options for a new reservoir. Phase 4 is an alternative site selection option. This task is an additive alternate; meaning that this option need only be considered pending outcome/recommendations of information presented in Phases 1, 2, & 3. The approach of the SOW is to pause at the conclusion of each phase and determine if sufficient information is available to make a decision on the outcome of the Westside Reservoir.

The estimated fee for all four phases of work is \$49,820.

Options for City Council consideration:

1. Recommend award of contract to Jones and Associates for \$49,820 and authorize staff to give Notice to Proceed (NTP) on Phase 1 and Project Management service (\$13,433). Subsequent phases of work shall require prior City Council approval.
2. Recommend award of contract to Jones and Associates for \$49,820 and authorize staff to give Notice to Proceed (NTP) on Phase 1, 2 and Project Management service (\$24,361).
3. Recommend award of contract to Jones and Associates for \$49,820 and authorize staff to give Notice to Proceed (NTP) on all four phases.
4. Request additional information before rendering a decision. 5. Other options as determined.

Tom recommended the City Council award a professional services agreement to Jones and Associates for \$49,820 and to authorize staff to give notice to proceed on Phase I and Project Management tasks. Tom said the money will come from the Water Department. Council Member Taylor asked if this is the lowest bid. Wayne Winsor, participant on the committee, said the process was a SOQ and didn't receive bids. He said the fee is an estimate and he feels the City is getting a good value from the scope. He said at the conclusion of phase 1 he would recommend the Council review phase 2 for a fee. Council Member Sjoblom asked if the City is obligated for all phases. Tom said no the City is not obligated. Brandon said he is trying to make the best use of the City's money.

Council Member Casas moved to approve to award a professional services agreement to Jones and Associates for \$49,820 and to authorize staff to give notice to proceed on Phase I and Project Management tasks. Council Member Sjoblom seconded the motion. Elyse

called for a roll call vote. Council Members Casas, Poore, Taylor, and Sjoblom voted yes. The motion carried.

b. UDOT Pedestrian Safe Sidewalk Grant Cooperative Agreement

The City was awarded a \$65,000 grant from the UDOT Pedestrian Safe Sidewalk Grant program. The project area is on SR-60 from 1550 E. to 1720 E. The total cost of the project from UDOT is \$26,829.88, City (Match 25% minimum of Total) \$8,943.29. Total project is \$25,773.17. Council Member Casas discussed the location of the sidewalk and suggested it be located as far away from the highway as possible. Council Member Poore asked about the engineering costs. Brandon estimated at the most \$10,000 for engineering. Mark McRae said the amount in the budget is from the cost estimates of the agreement and can add \$10,000 to make sure the project is fully funded. Council Member Casas said at the Summit held in January, this project was added to the list of goals. Mayor Long feels since the City has received State funding, she feels the City should move forward with it.

Council Member Sjoblom moved to approve the UDOT Pedestrian Safe Sidewalk Grant and move ahead with engineering by Jones & Associates. Council Member Casas seconded the motion. Elyse called for a roll call vote. Council Members Casas, Poore, Taylor, and Sjoblom voted yes. The motion carried.

DISCUSSION:

a. 2016 Property Tax Increase: Tom said this discussion is a continuation from the July 12th meeting initiated by Council Member Sjoblom. If the proposed budget is approved, South Weber City would increase its property tax budgeted revenue by 20.00% above last year's property tax budgeted revenue excluding new growth. The South Weber City tax on a \$272,000 residence would increase from \$131.80 to \$158.13, which is \$26.33 per year. The South Weber City tax on a \$272,000 business would increase from \$239.63 to \$287.50, which is \$47.87 per year.

Council Member Sjoblom said a lot of the residents she talked to do not want to be doing a property tax increase every year; therefore, she is proposing a 66% increase or approximately an \$8 increase per month. She is concerned about those who are on a fixed income, but she said there are a Utah State Property Tax Abatement, Deferral and Exemption Program for individuals. She said the tax credit is available to household incomes of less than \$31,845. It was suggested this information be put in the City newsletter. Council Member Casas is concerned about how this information as already been advertised to the citizens in the three open houses that were previously held. Mark McRae said it can be advertised in the public hearing. Tom said based off of the direction of the Council, it can be advertised in the newsletter. Tom discussed the general fund revenue received from franchise, sales, and property tax. He then discussed the per capita growth. He said for fifteen years property tax has not changed. He explained the per capita with inflation, in which property tax went down. He said in keeping up with growth the City is under the margin of where they should be. Tom said the intention for the increase is to improve the City's roads and to be able to keep maintaining a level of service. Council Member Casas requested putting this on the next agenda so that citizens are aware of it as much as possible. The Council agreed.

b. Class “C” Road Fund Impact Fee: Tom said currently the City has class “c” road money that gets collected every year. If the money does not get spent, the City will have to return it. He said the money was originally appropriated to go towards the construction of Old Fort Road. He said the City staff is recommending that the use of this money now be for acquiring the necessary property along 6650 S. (Old Fort Road) so that the City has the option to construct the road at a later date. He said there are requirements for use of the money. He said there is approximately \$150,000 with the need to spend approximately \$75,000 because of maturity. Council Member Poore recommended looking at Cottonwood Drive. Council Member Casas discussed looking at widening the roadway on Cottonwood Drive. He said there is increased traffic with individuals using the Weber River Pathway Trail. He also suggested looking at the possibility of widening Cornia Drive and adding a gravel pathway for Job Corp. Tom suggested showing that South Weber residents are using Cottonwood Drive because of the trailhead. Tom said this money has to be spent in 2016-2017. Council Member Sjoblom asked if the City can still partner with Uintah. Tom said yes.

c. Surplus of Central Park Playground Equipment

Tom said the playground equipment at Central Park is outdated and is becoming no longer safe to play on. He said the City staff has removed the equipment and he would like to surplus it. The Council agreed to surplus it.

d. Brent Poll Agenda Request Concerning HAFB Pollution: Brent Poll said Hill Air Force Base (HAFB) recently met with the Council and he would like to know if the Council has verified the information they were given. He said there are documents that verify totally uncontrolled dumping all along the hillside of South Weber. He said HAFB has misidentified the source. He said someone needs to cross verify things. He said they can't preclude what they can't identify. He said what HAFB is telling the Council is false. He said millions and millions of gallons of pollution was dumped over the hill. He said the problem is they are saying there is no risk here, and he suggested the Council read the Baseline Risk Assessment. He said the information is available. He said the plume maps are bigger. Council Member Taylor asked about exposure to radon gas. Mr. Poll is concerned because people are being put at risk. He said Dr. Carter is the technical advisor for the South Weber Coalition and he recommended the Council read his findings. He said Elyse has some information on file that the Council can review as well.

e. Dust Control at the Staker/Parsons Gravel Pit: Council Member Casas introduced and asked Ed Parker, of the Davis County Environmental Health Division, to attend this meeting. Ed said there isn't any monitoring being done in this general area. He said to monitor particulate matter it has to be collected and weighed. He said to do that is expensive and time intensive to EPA standards. He said they go off the air quality index. He discussed the health concerns. Council Member Casas asked Ed if the Environmental Health Division can help monitor dust from the pits in South Weber. Ed said he does have the ability to do an estimate. Council Member Casas said the City has recently set up a dust control committee. He said right now there is no baseline or way to measure. He would like to get the Councils' approval. Nate Reeve said he understands the monitors don't work in high wind areas. Ed said it can still monitor. Nate said he recently spent money to have the sand removed from his home and property. He has also contacted the EPA. Council Member Poore said she was contacted by a resident on South Weber Drive and he is concerned not only about the dust but the content as well. Ed said

testing the content can be very expensive. Discussion took place regarding the Division of Environmental Quality (DEQ) and how they are required to conduct assessments and if the pits are in violation, they should pull permits. Ed suggested the City contact the DEQ. Council Member Casas invited someone attend the dust committee meetings from the Davis County Environmental Health Division.

Council Member Taylor moved to amend the agenda to allow a motion on this item. Council Member Poore seconded the motion. Elyse called for roll call vote. Council Members Casas, Poore, Taylor and Sjoblom voted yes. The motion carried

Council Member Casas moved to direct City staff to send a letter to Davis County Health Division to attend the Dust Control Committee meeting and set up a dust monitoring system in the City. Council Member Taylor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Poore, Taylor and Sjoblom voted yes. The motion carried.

Nate Reeve offered to allow a monitor system to be installed on his property at 2208 E. 7400 S. Ed suggested looking at purchasing monitors for the City.

f. City Tree Planting: Council Member Casas would like to see more trees planted in the City. He said most of the trees in the park are small. He feels there are areas that need more trees. Council Member Poore said there were a lot of trees that died that weren't taken care of. She said someone needs to take responsibility of maintaining them. Council Member Casas said when he first came to the Council he did a study on all the trees on City property. He feels the staff should prune the trees in the spring and fall when they are not mowing. He said there is room for more trees on Easton Village holding pond. Council Member Poore is in favor of more trees, but she is concerned about how many are lost because they are not taken care of. Tom would suggest allocating the proper resources and funding to take care of things. He is concerned about the time to trim and water with respect to equipment and manpower. Council Member Casas suggested using the \$5,000 in the budget to purchase trees this fall.

Tom discussed the duties of the Public Works Department and said it is difficult to pinpoint the daily duties because they vary from day to day. He is working with Mark Larsen concerning the Public Works Department's weekly and monthly goals. Council Member Casas commended the City staff for clearing the area around the fire hydrants.

g. Residential Parkway Tree Planting Policy: This item will be placed on the August 16th work meeting agenda.

h. Christmas Lighting: This item will be placed on the August 16th work meeting agenda.

COUNCIL ITEMS:

Council Member Casas: Council Member Casas is working with UDOT concerning cleaning the park and ride.

Council Member Sjoblom: Council Member Sjoblom said when we are thinking about spending money, she feels the Council needs to focus on the project evaluation criteria with public safety/health being the number one priority.

MAYOR’S ITEMS:

Mayor Long said the CDC is doing testing in Utah because of the gentleman who passed away from the Zika virus.

Council Member Poore moved to adjourn the meeting at 8:20 p.m. Council Member Casas seconded the motion. Council Members Casas, Poore, Taylor and Sjoblom voted yes. The motion carried.

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

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner