

# SOUTH WEBER CITY CITY COUNCIL MEETING

**DATE OF MEETING:** 25 October 2016

**TIME COMMENCED:** 6:03 p.m.

**PRESENT: MAYOR:**

Tammy Long

**COUNCILMEMBERS:**

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

**CITY RECORDER:**

Elyse Greiner (excused)

**CITY MANAGER:**

Tom Smith

**CITY ATTORNEY:**

Doug Ahlstrom

**Transcriber:** Minutes transcribed by Michelle Clark

**VISITORS:** Mark McRae, Chris Tremea, Casey Watts, Cymbre Rowser, Jaydrienne Tolman, Justin Watts, Mike Watts, Britlie Silvester, Cole Fessler, Shawn Watts, Roney Ketts, and Derek Tolman.

Mayor Long called the meeting to order and welcomed those in attendance.

**PLEDGE OF ALLEGIANCE:** Mayor Long

**PRAYER:** Council Member Sjoblom

**AGENDA:** Council Member Sjoblom moved to approve the agenda as written. Council Member Casas seconded the motion. Tom called for the vote. Council Members Casas, Poore, Sjoblom, and Taylor voted yes. The motion carried.

**CONFLICT OF INTEREST:** None

**CONSENT AGENDA:**

- Approval of October 11, 2016 Meeting Minutes
- Approval of October 11, 2016 Work Meeting Minutes
- Approval of September 2016 Budget to Actual

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

**DISCUSSION ITEMS:**

**Fire Department service level:** Tom Smith, City Manager, said the Council has expressed to him that they would like to see the Fire Department stay in the City. He said most of the calls occur during the day and on weekends. He said two part-time fire fighters are required for a medical call. He said the City staff is suggesting a chief and two captains and that the City move from a volunteer department to part-time. He discussed the roles and responsibilities of these roles. He said daytime duties would include: hydrant flushing, public education with local schools, wildfire prevention, CERT program, emergency preparedness program, and additional safety assignments. He said code enforcement could provide fire inspections. The part-time service would be from 7:00 a.m. to 5:00 p.m. Monday through Friday. The hourly wage would not exceed \$13.50. He discussed establishing companies (as designated by the chief). He said the total Fire Department budget is \$121,000. The proposed Fire Department would be \$178,000. He said in contacting Layton City it would cost the City \$300,000 or \$400,000 to man the station with three fire fighters.

Derek Tolman, interim Fire Chief, said this proposal would allow for coverage during the day. He said currently the carbon monoxide/chemical detector broke a week ago. He has contacted Questar to see if they can provide something for the City through their grant program. He is willing to work with Tom and the Council concerning equipment. He said the biggest issue is the aging apparatuses. He discussed Riverdale City getting rid of a truck for \$250,000, but there are concerns with this truck. He said with his experience with other fire departments, he said instead of maintaining a truck and ladder truck, he would propose the purchase of a quint truck (which is capable of doing both). He said the City would only have to purchase one vehicle in rotation verses two. Derek said anytime there is a structure fire, the City receives mutual aide. He said maintenance would be cut and the vehicle would be replaced every fifteen years. He estimated a new quint costing \$900,000, but there are options that wouldn't include a single axle or bucket, which would lower the cost. Council Member Taylor asked if there are departments out there that have used vehicles. Derek said he is not opposed to purchasing used.

**Roney Ketts, 1165 E. South Weber Drive,** said a tandem axle takes a lot of maintenance and goes through tires quickly. He would suggest purchasing a vehicle that will fit into the budget. He said there are professional fire fighters and carrier fire fighters who are willing to help our City. He feels the department should hold off on the purchase of any vehicle. He said the quint truck will staff a minimum two people. He discussed the importance of ongoing training. He said we want to be above the minimal standard for training. Council Member Poore thanked Roney for his efforts. Council Member Casas said Derek Tolman and Roney Ketts have instilled confidence in the Council. Roney said he will pass that along to the eight other fire fighters.

Tom said the Council needs to decide whether or not they want to solicit for a Fire Chief. He would like to see something in place by December. Tom said Roney and two other fire fighters are certified instructors. He said they want to protect and serve this City. Roney said there are people qualified in the current department to fulfill the responsibility of chief and co chief. Council Member Sjoblom asked if they were used in the past for instructing. Derek said we haven't been utilized as an educational department. He said we need designation from the State.

He then discussed the plan for certification “in house”. He said they also have an EMS instructor.

### **Alternative location for Posse Grounds**

The Posse Grounds was recently appraised. After public hearings at the Planning Commission and Council level, the public has expressed their concern over the possible sale of the posse grounds. Councilmember Casas said this item was discussed in the work meeting. He said Council Member Taylor will lead a discussion with Smith and Edwards to see if they have any interest in a posse grounds on their property.

### **City leased vehicles**

Mark McRae said the City has five vehicles currently on lease. At expiration, the City will purchase three of those vehicles and lease two new trucks on a two year lease. He will be meeting with Public Works to go over summer needs, snow removal requirements, etc. He said the Council will need to approve the lease agreements.

### **Renewal of street sweeping contract with Sweep ‘N’ Utah**

Tom said the City had an unofficial contract for street sweeping services with Sweep 'N' Utah. Staff is looking to contract services for the future for three treatments. In June bids were solicited with only one bid received. He would suggest the City move forward with a contract with Sweep ‘N’ Utah. Council Member Poore would like to solicit more bids.

### **SWC employee timesheet**

Council Member Poore said the City employees have been using a new time sheet that separates hours worked into categories to get a better idea of where their time is being spent. Council Member Poore would like specifics included with the time each task takes.

### **Maintenance II SWPPP/Bldg. Inspection Job description**

Council Member Poore said she has issues with superintendent jobs that were take from Fruit Heights. She said Fruit Heights doesn't have a Public Works Director. She would like a couple of council members review the job description.

## **COUNCIL ITEMS:**

### **Council Member Casas:**

**Fertilizer Contract for Parks:** Tom reported that he met with the company concerning Canyon Meadows Park. He said the grass at this park does not grow very well. He isn't sure there is enough topsoil for the grass. He said the company did spray again following this meeting. Council Member Casas said he has monitored the park and is concerned about the appearance of the grass. Council Member Poore took a picture of areas with quite a few weeds. Council Member Taylor looked at Cherry Farms and the weeds are still there. Council Member Casas suggested negotiating with the company before they are paid for this fall. Tom said the Council will have the option to go to a different company next year.

### **Council Member Sjoblom:**

**Digital Sign:** She is still working with Maverik concerning the digital sign.

**Council Member Taylor:**

**Open House for 6650 South:** Tom said the open house for 6650 South will be held on December 7, 2016 at Highmark Charter School from 6:00 p.m. to 7:00 p.m.

**MAYOR'S ITEMS:**

**COG Meeting:** She attended the COG meeting last year. She said they want to increase the budget. This information will be put in the City's newsletter.

**CITY MANAGER ITEMS:**

**Park and Ride:** The striping has been completed.

**Central Weber Sewer Improvement District:** is proposing a 2% increase. He said the City will be passing this on to the residents. The Public Hearing will be held December 19, 2016 at 6:00 p.m. at Central Weber Sewer Improvement District.

**Mock Crisis:** This will be held at the EOC on December 6<sup>th</sup> from 3:00 p.m. to 5:00 p.m. disaster crisis management meeting.

**Water Reservoir Committee:** He said a meeting was held yesterday. The water tank is estimated to get us by for 20 years with some repairs.

**ADJOURNED:** Council Member Taylor moved to adjourn the meeting and go into a closed session as per UCA § Section 52-4-205(1)(a): Discussion of the character, professional competence, or physical, or mental health of an individual. Council Member Casas seconded the motion. Tom called for the vote. Council Members Casas, Sjoblom, Poore, and Taylor voted yes. The motion carried.

**APPROVED:** \_\_\_\_\_ Date

Mayor: Tammy Long

\_\_\_\_\_  
Transcriber: Michelle Clark

Attest: \_\_\_\_\_  
City Manager: Tom Smith

# SOUTH WEBER CITY COUNCIL WORK MEETING

**DATE OF MEETING:** 25 October 2016

**TIME COMMENCED:** 5:00 p.m.

**PRESENT: MAYOR:**

Tammy Long

**COUNCILMEMBERS:**

Scott Casas  
Kent Hyer (via electronically)  
Marlene Poore  
Merv Taylor  
Jo Sjoblom

**CITY RECORDER:**

Elyse Greiner (excused)

**CITY MANAGER:**

Tom Smith

**CITY ATTORNEY:**

Doug Ahlstrom

**Transcriber:** Minutes transcribed by Michelle Clark

**VISITORS:** Mark McRae, Chris Tremea, Derek Tolman, Roney Ketts, Michael Poff, and Jackson Hatfield.

Council Member Taylor suggested putting aside petty differences. He said it sickens him when he hears from the citizens about this Council. He is afraid they are going down in the history of the City. He would like the Council to be united.

## **CONSENT AGENDA:**

- **Approval of October 11, 2016 Meeting Minutes**
- **Approval of October 11, 2016 Work Meeting Minutes**
- **Approval of September 2016 Budget to Actual**

Mayor Long asked if there were any questions concerning the minutes. There were none. Mayor Long asked if there were any questions on the budget to actual. Council Member Sjoblom asked about the status of Country Fair Days. Paul Laprevote said he is still waiting for all the bills to come in. He said currently the expenditures were under budget. He thanked Holly Williams (Chairman for Country Fair Days) for keeping on top of this. He said this does not include the recent containers purchased for storage, which will save the City money in the future.

## **DISCUSSION ITEMS:**

**Fire Department service level:** Tom Smith said the Council has told him they want to keep the Fire Department within the City. He has met with fire fighter volunteers. He said in the past there was a fire chief, deputy chief, and three captains. He said at the meeting they discussed not having a deputy chief. He discussed their goal of having a three to five minute response time.

Tom feels the City is at the point of transferring to a part-time department. It is suggested to have two daytime employees serving Monday – Friday 7:00 a.m. to 5:00 p.m. He said the fire chief would be in charge of payroll, execute sop's & sog's, and quarterly reports. He said part-time employees would conduct hydrant flushing, public education, wildlife prevention, CERT preparations, vehicle maintenance, and public assistance. He estimated this will cost \$13.50 per hour for 50 hours per week. He said the budget would need to go from \$121,000 to \$178,000. He said they have spoken to Layton City and it would cost the City \$300,000 to contract with them or \$400,000 with ambulance coverage and three staff employees in the City. He would ask the City Council consider this and then come ready on 8 November 2016 to solicit a fire chief. Council Member Taylor asked where the money will from. Tom said from the general budget. Mark McRae explained having two out of the twenty volunteers completing the weekly 100 hour a week. Discussion took place regarding the difference between EMT's certifications. Chris Tremea explained the need for part-time with the growth the City is experiencing and trying to limit response time. Council Member Taylor thanked Tom for his research and work on this. Tom thanked Derek Tolman and Roney Ketts. Council Member Hyer said he was overwhelmed by the response on last Thursday night. He said they have their eye on making the Fire Department the best it can be.

**Council Member Hyer was excused electronically from the meeting at 5:30 p.m.**

#### **Alternative location for Posse Grounds**

The Posse Grounds was recently appraised. After public hearings at the Planning Commission and Council level, the public has expressed their concern over the possible sale of the posse grounds. Councilmember Casas said he would like to start looking at an alternate location for the grounds, and suggested the City approach the Smith & Edwards property owners about the possibility of a posse grounds on the north end of the parcel. Council Member Taylor said he is willing to contact someone he knows from Smith & Edwards.

**City leased vehicles:** Mark McRae said currently the City will buy back three  $\frac{3}{4}$  quarter ton trucks. He said this is in the budget. He said they will turn in the two trucks that the parks are currently using and replacing those with two trucks that will be leased. He is working with the Public Works Department concerning which jobs require the big trailers, snow removal, summer work, etc. Council Member Poore would like to see the actual lease agreement before it is approved. Mark said the next meeting will include a proposal for the Council to review. Tom said he has been in contact with the representative from Hinckley concerning the lease expiration.

#### **Renewal of street sweeping contract with Sweep 'N' Utah**

The City had an unofficial contract for street sweeping services with Sweep 'N' Utah. The City staff is looking to contract services for the future. Tom said the City received only one bid. He said the City had three treatments. Council Member Casas is concerned about having an open ended bill. Doug Ahlstrom suggested the agreement include an amount not to be exceeded.

Council Member Taylor is concerned about lawn care companies blowing leaves and grass into the streets. Chris Tremea discussed this being illegal. It was stated this information should be put in future newsletters.

#### **SWC employee timesheet**

City employees have been using a new time sheet that separates hours worked into categories to get a better idea of where their time is being spent. Council Member Poore said she is having a hard time figuring out how the time sheet tracks a specific task. Tom explained the codes used in recording tasks. Mark said he designed the time sheet for entry into the payroll system.

**Maintenance II SWPPP/Bldg. Inspection Job description**

Council Member Poore is concerned about the job description having only two duties being building inspections and SWPPP inspector. Tom explained the duties of the SWPPP inspector. He said there has been an increase in building inspections. He said some of the duties will be delegated to another employee. Tom discussed the SWPPP recurring tasks list. He said there are weekly tasks, biweekly tasks, quarterly tasks, and annual tasks.

**Adjourned at 6:00 p.m.**

**APPROVED:** \_\_\_\_\_ **Date**  
**Mayor: Tammy Long**

\_\_\_\_\_  
**Transcriber: Michelle Clark**

**Attest:** \_\_\_\_\_  
**City Manager: Tom Smith**