Date: February 23, 2017
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, Mike Crossley, and Josh Braegger, City Recorder Teri Fellenz, City Planner Bryce Wheelwright, City Attorney Kevin McGaha

Excused: Council member Jared Profaizer.

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.) There was no public comment.

3. Business
   a. Allena Pierce - Presentation of the BRHD Annual Report – Allena Pierce handed out the 2016 Bear River Health Department Annual Report. She reviewed the programs the department has developed and the services it provides for the prevention, regulation and treatment of health issues. She noted one of the rising concerns is prescription drug addiction. She stated there are prescription drop boxes at the Tremonton and Brigham City police departments. Allena asked the Council members if they had any questions or health concerns. She did state the Flu vaccine was a better match this year than in recent years and flu cases are down, but the common cold seems to be one that everyone is dealing with. Mayor Braegger thanked her for her report.

   b. Discussion and decision to accept bids for the use of 120 Shares of Willard City Irrigation shares owned by Willard City Corporation for the 2017 irrigation season. Mayor Braegger explained the shares were used to irrigate the town square, but when the school was built they discontinued to avoid water in the school building and water in the playground area. Council member Braegger stated he would like to see the water used in the dike area. A brief discussion was held on how to get the water where it needs to be and it was decided it they need to focus on completion of the project and look next year into using the water for the dike area.

       Council member Braegger made a motion to put the use of the shares out for bid, seconded by Council member Beebe. The motion carried.

       Council member Beebe – yes Council member Braegger – yes
       Council member Crossley - yes Council member Fredde – yes

   c. Update and discussion on Crown Castle’s proposed agreement for granting an easement on city property housing a cellular tower and equipment. Mayor Braegger stated he is waiting on some additional information and would like the item to be tabled.
d. Planning Commission
   1) Building permit report. – City Planner Bryce Wheelwright gave a report of the building permits issued that are currently in progress. He also reported in the previous year there were 4 new homes that replaced existing homes. He also stated there is one in the progress of applying for a demolition permit on N. Main that will also be a replacement. Council member Braegger asked if the owner was aware the property is in a flood zone. Bryce stated the owner is aware.

   Bryce also reported the Planning Commission will hold a work session on March 16 to start working on discrepancies and questions in the Zoning Ordinances.

e. Discussion on WWTFB recommendation to sell Vac Truck. – Del Fredde – Council member Fredde stated there was a discussion during the last City Council meeting. He reviewed that during the WWTFB meetings Greg Westfall, Perry City Board member and City Administrator, had agreed to get the truck serviced. Council member Fredde said he has not followed through. A discussion was held on the used and logs of how many hours each community has used the truck, of which they were supposed to be charged an hourly fee to go toward ongoing maintenance. Council member Fredde stated that has not happened. Mayor Braegger stated Maintenance Supervisor Doug Thompson had made contact where the truck was purchased and service is recommended at 500 hours. The truck currently has 350 hours. Council member Fredde requested items f, g, h, and i. be moved to be discussed after the closed session.

f. Discussion on Willard/Perry Sewer Treatment Facility/Board – Del Fredde

g. Discussion on Willard/Perry Sewer Treatment Facility Permit Variance - Del Fredde

h. Discussion and possible approval of Resolution 2017-2 APPOINTING JOSH BRAEGGER AS THE MUTUALLY AGREED UPON 5TH MEMBER OF THE PERRY/ WILLARDWASTE WATER TREATMENT FACILITY BOARD.

i. Consideration of Resolution 2017-3 FIRST ADDENDUM TO INTERLOCAL COOPERATION AGREEMENT DATED FEBRUARY 28, 2008 BETWEEN WILLARD CITY AND PERRY CITY CLARIFYING TERMS, APPOINTMENT AND TRAINING OF PERRY/ WILLARDWASTE WATER TREATMENT FACILITY BOARD MEMBERS.

j. Approval of minutes: The minutes of the January 26, 2017, meeting were individually reviewed.

   **Council member Braegger made a motion to approve the minutes as written, seconded by Council member Crossley. The motion carried.**

   Council member Beebe – yes Council member Braegger – yes
   Council member Crossley- yes Council member Fredde – abstained

   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) Purchase approvals
      2) Discussion/decision on Updating Willard City Public Works Standards

   b. Police Department – Chief Loveland reported on the purchase of boots and coats with the grant funds previously approved. She also reported the department is down 3 part time officers. The part time officers work primarily for the Sheriff’s Department and are working additional hours due to the flooding in the northern part of the County. She has not been able to fill the additional part time positions.
      1) Purchase approvals
c. Fire Department
   1) Purchase approvals – Chief Mund was not able to be in attendance. Council member Crossley presented a request for approval of $1,500 for the Fire Department awards dinner from their restricted funds. and $400 for the purchase of 2 pair of wildland pants.

   **Council member Crossley made a motion to approve $1980 in expenditures. The motion was seconded by Council member Braegger and the motion carried.**

      Council member Beebe – yes  Council member Braegger – yes  Council member Fredde – yes

Mayor Braegger reported the Fire Department responded on an accident on I-15 involving a former Brigham City Fire Department member. The members met later in the day with a Team of professionals from various agencies that is put together to help the members debrief and discuss such incidents.

5. Council members
   a. Robert Beebe
   b. Mike Crossley
   c. Del Fredde – Council member Fredde stated the Planning Commission suggested a public open house sometime in May to get input on the possibility of secondary water. Mayor Braegger stated the culinary water study from Jones & Associates should be done by then and the information would be valuable in discussing secondary water options.

   Council member Fredde then presented a bill from Sunrise Engineering from 2016. The WWTFB Chairperson Steve Pettingill requested they look at discharge across property which resulted in property being purchased by Willard City. Council member Fredde spoke with Scott Archibald they have settled on $2,000 for the two invoices and feel Willard should go ahead and pay for it.

   **Council member Fredde made a motion to pay $2,000 to settle the outstanding bills with Perry City. The motion was seconded by Council member Beebe and the motion carried.**

      Council member Beebe – yes  Council member Braegger – yes  Council member Fredde – yes

   d. Josh Braegger – Council member Braegger expressed concern for the shortage of officers. Chief Loveland stated other agencies are offering $17-$18 per hour for part time to start. A brief discussion was held and Chief Loveland stated she would be looking at the budget to see how they can become more competitive with other agencies.

   Council member Braegger then reported he will be working on getting the improvements in the dike going again. He stated the outlet structure has been completed and he will be looking into the handrails as well as the bowery structures.

   e. Jared Profaizer

6. Closed session to discuss pending litigation

   **Council member Crossley made a motion to go into a closed session to discuss pending litigation. The motion was seconded by Council member Fredde. The motion carried.**

      Council member Beebe – yes  Council member Braegger – yes  Council member Fredde – yes
Mayor Braegger, Council members Beebe, Braegger, Crossley and Fredde, City Attorney Kevin McGaha and City Recorder Teri Fellenz remained in the Council chambers for the closed session which began at 7:10 p.m.

Council member Beebe made a motion to reconvene the regular meeting, seconded by Council member Crossley. The motion carried.

Council member Beebe – yes
Council member Crossley- yes
Council member Braegger – yes
Council member Fredde – yes

The regular meeting reconvened at 8:32 p.m.

Items h. and i. were then brought before the Council for consideration.

h. Discussion and possible approval of Resolution 2017-2 APPOINTING JOSH BRAEGGER AS THE MUTUALLY AGREED UPON 5TH MEMBER OF THE PERRY/ WILLARDWASTE WATER TREATMENT FACILITY BOARD.

Council member Crossley made a motion to approve Resolution 2017-2. The motion was seconded by Council member Fredde and the motion carried.

Council member Beebe – yes
Council member Crossley- yes
Council member Braegger – yes
Council member Fredde – yes

i. Consideration of Resolution 2017-3 FIRST ADDENDUM TO INTERLOCAL COOPERATION AGREEMENT DATED FEBRUARY 28, 2008 BETWEEN WILLARD CITY AND PERRY CITY CLARIFYING TERMS, APPOINTMENT AND TRAINING OF PERRY/ WILLARDWASTE WATER TREATMENT FACILITY BOARD MEMBERS. City Attorney Kevin McGaha then presented the addendum to the Interlocal Cooperation Agreement. He explained the changes to clarify terms, appointment and training. A brief discussion was held.

Council member Fredde made a motion to approve Resolution 2017-3, seconded by Council member Beebe. The motion carried with the following vote:

Council member Beebe – yes
Council member Crossley- yes
Council member Braegger – yes
Council member Fredde – yes

Council member Fredde also reported on the report received on the variance for the discharge permit. He has a comment he would like to send to the Division of Water Quality. He will meet at the City Office on Tuesday and provide the information for the letter to City Recorder Teri Fellenz.

7. Mayor's General Correspondence and Information
   a. WFRC 2019-2050 Regional Transportation Planning-Thursday March 30, 2017, 4 pm-6 pm. – Mayor Braegger called the attention to a letter regarding advanced transportation planning. All Planning Commissioners, City Council members and other planning officials are invited to the meeting.
   b. Discussion on Open and Public Meetings Training offered through the Utah State Auditor – Mayor Braegger instructed all members to complete the online training for Open and Public Meetings and turn their certificates into the City Recorder by March 15, 2017. It was noted a letter was received from the Office of the State Auditor regarding the audit finding in consecutive years and have given the Council 60 days to come into compliance.

   Mayor Braegger then reported on a meeting with Granite Ridge developers regarding warranties on the improvements. They have decided to start the 1 year warranty on the improvements completed with the exception of the sidewalk. He stated they will require a 2-
year warranty on the sidewalk due to the weather conditions in which it was poured. Mayor Braegger told them the other choice was to tear out what they have done and replace it. He said he has also given Bryce Wheelwright the responsibility to daily inspect the concrete and roads for damage by contractors building the houses. He also instructed the Granite Ridge developers that the irrigation line needs to be completed before the beginning of the irrigation season.

8. Adjourn-A motion was made by Council member Beebe to adjourn the meeting, seconded by Council member Fredde. The motion carried and the meeting adjourned at 8:43 p.m.

Minutes were read individually and approved on March 9, 2017.