



WORK/STUDY MINUTES Springville City Council Work/Study Meeting - February 12, 2019

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, **FEBRUARY 12, 2019** AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Mayor Richard J. Child presided. In addition to Mayor Child, the following were present: Councilmember Christopher Creer, Councilmember Craig Jensen, Councilmember Jason Miller, Councilmember Brett Nelson, Councilmember Michael Snelson, City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane and Deputy City Recorder Jennifer Grigg.

Also present were: Lieutenant Warren Foster, Power Director Leon Fredrickson, Recreation Director Corey Meredith, Public Works Director Brad Stapley, Building and Grounds Director Brad Neel, Facilities Superintendent Joel Bree, Community Development Director Glen Goins, Library Director Dan Mickelson, Children's Librarian Lauren Tolman, Operations Manager Rod Oldroyd, Golf Pro Craig Norman, Water Superintendent Shawn Black and Museum of Art Director Rita Wright.

Excused: Public Safety Director Scott Finlayson

CALL TO ORDER- 5:32 P.M.

COUNCIL BUSINESS

1. Calendar

- Feb 18 - Presidents Day Holiday (City Offices Closed)
- Feb 19 - Work/Study meeting 5:30 p.m., City Council meeting 7:00 p.m.
- Mar 05 - Work/Study meeting 5:30 p.m., City Council meeting 7:00 p.m.
- Mar 10 - Daylight Savings (clocks ahead one hour)
- Mar 12 - Work/Study meeting 5:30 p.m.

2. DISCUSSION AND PRESENTATIONS

a) Protection of drinking water source protection zones - Brad Stapley, Public Works Director

Director Stapley started his presentation on protecting our underground drinking water sources by explaining the Underground Injection Control Program as mandated by the Safe Drinking Water Act (SDWA) from the EPA. It has a mission—

To protect underground sources of drinking water from contamination by regulating the construction and operation of injection wells.

Injection wells are required to not endanger drinking water sources. Some of Springville City's underground drinking water source collection zones are close to long-term contamination risk from Class V Injection Wells being used in both Springville & Mapleton. The problem is class V injections wells are minimally used as a means of storm water disposal in Springville, but the primary means of storm water disposal in Mapleton.

In Mapleton, all new development has no plans for a piped storm water system. Springville & Mapleton currently operate and maintain storm water structures (sumps) in Zones 3 & 4. He suggests new code language because it currently prohibits use of storm water infiltration structures in zones 3 & 4. The proposed language change is—

The use of storm water infiltration structures, including storm water sumps may be allowed in this zone [Zones 3& 4], but will require additional approval from the City as described in sub-section (e) below.

He suggests developments be reviewed by the city engineer and best management practices be required as well as a maintenance schedule and inspection. The proposed code changes would be reviewed by the State

of Utah City Water & Storm Water Divisions. Director Stapley continued by asking about enforcement. The State DWQ wrote a statement–

The operation of the injection well may be subject to additional requirements and/or restrictions established by local ordinance and/or a Source Water Protection Plan.

Looking ahead, Springville City should begin a retrofit program on existing sumps and establish mitigation measures required on new development. The main objective is to work with or require Mapleton City to do the same by asking Mapleton to not pollute our water sources. He continued by stating he is preparing a long-term plan for our community and Mapleton. Both municipalities use storm water inlets that go into sumps. The problem is that water that comes off the streets has other things in it and long-term that can cause a problem. Mapleton uses sumps to handle storm water. Councilmember Jensen asked why sumps are bad. Director Stapley suggested retrofitting storm drains with downward facing snouts and pillows to suck up hydrocarbons. Administrator Fitzgerald says our current code requires this in new development. Councilmember Snelson asked how close their sumps are to our water source and what direction does the water flow. Director Stapley said the Ensign Bigford incident was a huge disaster for well water and ground water mediation is expensive and slow

Councilmember Nelson asked is there a looming problem that we need to take care of now. Director Stapley answered the current methods of ground water disposal will allow ground water to become contaminated to some extent. Councilmember Nelson asked about other municipalities that have experienced this and what did they do to mitigate the problems. Administrator Fitzgerald asked if Logan is obligated to follow the storm water rules we are required to follow. The cost is nominal, snouts and pillows are standard practice. Mapleton needs to do what everyone else is doing. Mayor Childs stated there are realistic things. He is on the board of SUVMWA (Southern Utah Valley Municipal Water Association) and they conducted a survey of underground water and what you can do to refill the aquifers. He said none of our wells are where the groundwater is at; our water table is pretty high. Director Stapley agreed, but said we are drawing water from deeper water. Mayor Child says there is only one place where the spring is required to recharge the aquifer. Director Stapley said he wants to fix our code so Mapleton can fix theirs. The state has the language, but no the hammer. Mapleton needs to be required to be responsible until they are.

Administrator Fitzgerald stated Springville has complied with higher storm water standards six years ahead of Spanish Fork because of our proximity to the Provo/Orem area. Mapleton does not have a storm drain utility. An example of the requirements was we got in trouble for having a hose at the compound. There is a nominal increase to cost. We even have a written plan for parades if it rains required by the state. Mapleton needs to protect our water from the stuff they are doing. Administrator Fitzgerald added the county does not have the same storm water requirements in Hobbie Creek Canyon. Director Stapley said if they are violating code they need to fix their code.

b) New Monthly Reports - Troy Fitzgerald, City Administrator

Administrator Fitzgerald started his presentation by referring to the city recorder report. He asked for comments and suggestions to better understand what is happening in the city on a metric basis. Some reports are putting measurable underneath each goal. Council will see various iterations, but the reports will have a similar format from each department. He asked if a mission statement is important to council, or can it be eliminated to save space. Councilmember Snelson said the mission statement is too long. Councilmember Nelson said he is interested in objectives and outcomes repeated on each report. He suggested presentations also start with an objective statement. As an example, Councilmember Nelson suggested the volunteer report describe what is being done and what the objective is. He asked for a metric on why there are not more volunteers. He asked what departments are accomplishing and how we are accomplishing it. Administrator Fitzgerald asked council to look at the form in general. He asked if a year over year number, then 6 months, then an annual metric with three prior years of data is helpful.

Councilmember Miller asked about the new reports and said he likes the new formatting and specific metrics. He suggested graphs, not data, showing a year's worth of data. He suggested a chart that shows a year's worth of data, with axis, and rotate the information quarterly. Administrator Fitzgerald said data might have seasonality like snow plowing in winter and pot holes and painting in spring. The charts and graphs would change on a monthly basis. Councilmember Miller suggested keeping the narrative at the beginning at a minimal. He asked for a metric with passports revenue versus employee hours. Councilmember Jensen asked what the goal was to get into passports. Administrator Fitzgerald said the original idea was a revenue gap, filling in time at



reception. Administration is asking about impact of accuracy and turnaround time on minutes because of passport interruption. He asked for comments on return on investment and profitability from council. Councilmember Miller asked if it really matters.

Councilmember Nelson asked what is the objective or desired outcome of taking passports. The interruption is just a process question.

Councilmember Miller said council needs the data before commenting. He asked if we want profitability or not. Councilmember Jensen said metrics should lead the process. Administrator Fitzgerald said the struggle is to grasp the concept in each department of determining outcome in nontraditional business methods. Outcomes are trackable, measurable and determinable. Traditionally our management has not thought about it. As an example, the cemetery promises peace and beauty and eternal green grass. Councilmember Nelson said if you dig down into some businesses you can't figure it out. He said this team is amazing and outcomes are hard to measure. Administrator Fitzgerald said targets and outcomes are set by the departments themselves. The question is does council want to be in on target setting and determining outcomes. Specifically, do you want departments to fine tune and create recommended targets. Councilmember Nelson asked to add the strategy to achieve the targets. Administrator Fitzgerald asked if there is a value in an executive summary, meaning do you want administration to go through the report. Councilmember Snelson asked for just a paragraph. Director Fredrickson asked if the executive summary in each Friday update email is the same. Administrator Fitzgerald added getting into department level objectives is meaningful. Two projects are merging. The SCAD meetings are scheduled monthly. The question is if this information is what council needs to dig into things. He asked does council need just a few key metrics. Councilmember Jensen asked for consistency. He suggested keeping it on one-page numbers and metrics to track objective. Administrator Fitzgerald asked how does administration figure out which metric. There are different levels of data. Councilmember Miller said the data can be formatted the same over time. Don't create another subset; let us use what you are using already. Administrator Fitzgerald said that can change month to month. Councilmember Miller asked for just the highlights.

Councilmember Nelson asked what we are trying to achieve with these numbers; what did you do to get these numbers; what is being done to achieve these numbers. He said he is more interested in the strategy. Mayor Child asked what the directors feel about these reports. He said it is a lot of work and might not need it every month. Director Stapley answered they are hard, but they are helping. The water division has learned more about the water system by collecting and comparing the data. Mayor Child said the exercise is awesome. Director Stapley asked what data does the council want to see. Administrator Fitzgerald said this is a lot of work. The reports should convey to council in a few measures what the council needs to know we are doing a good job. It is hard to process and distill the data. He concluded by stating he has a month's worth of work. Council and Mayor complimented the reports. Councilmember Snelson said it is a living document. Councilmember Nelson said directors should know. Director Goins said directors are happy that we are going to be thinking differently and be a better person at the post. Administrator Fitzgerald stated an example is the police report shows measures citations, and public contacts per officer per month. Councilmember Nelson asked about the objective. Administrator Fitzgerald stated the data can show our police are better, more efficient or overworked. He needs to distill down the data. He will discuss outcome measures and efficiency measures in training with supervisors.

We would like to move this meeting away from reports and presentation and give council more time to ask questions of each director about concerns to drive to better get rid of superfluous stuff instead of take a full hour to go around the room.

3. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

- c) Discussion with Department Directors
- d) Commission, Board and Committee Minutes
- e) Economic Advisory Commission minutes for August 23 and October 23, 2018
- f) Springville Library Board minutes for January 10, 2019
- g) Mayor and Council Reports

4. CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or



reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by UCA 52-4-205.

COUNCILMEMBER JENSEN MOVED TO ADJOURN THE CITY COUNCIL REGULAR MEETING AT 6:28 P.M. AND CONVENE IN CLOSED SESSION TO DISCUSS PROPERTY.

COUNCILMEMBER NELSON SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER CREER AYE
COUNCILMEMBER JENSEN AYE
COUNCILMEMBER MILLER AYE
COUNCILMEMBER NELSON AYE
COUNCILMEMBER SNELSON AYE

5. ADJOURNMENT

COUNCILMEMBER MILLER MOVED TO ADJOURN THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:56 P.M.

COUNCILMEMBER CREER SECONDED THE MOTION, ALL VOTED AYE.

*This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, **FEBRUARY 12, 2019.***

*I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday, **FEBRUARY 12, 2019.***

Jennifer Grigg
Deputy City Recorder

