

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, September 10, 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 Brett Nelson, Councilmember Michael Snelson, City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, Recorder Kim Crane, and Deputy City Recorder Jennifer Grigg.

Also present were: Public Safety Director Craig Martinez, Power Director Leon Fredrickson, Public Works Director Brad Stapley, Building and Grounds Director Brad Neel, Library Director Dan Mickelson, Operations Manager Rod Oldroyd, and Museum Outreach Educator Jenessa Van Buren.

Excused: Community Development Director Josh Yost, Museum of Art Director Rita Wright, Golf Pro Craig Norman, and Councilmember Jason Miller.

CALL TO ORDER- 5:31 P.M.

COUNCIL BUSINESS

1. Calendar

- Sept 11-13 - ULCT Annual Convention
- Sept 17 - Work/Study Meeting 5:30 p.m./Regular Meeting 7:00 p.m.
- Oct 01 - Work/Study Meeting 5:30 p.m./Regular Meeting 7:00 p.m.
- Oct 08 - Work/Study Meeting 5:30 p.m.

Mr. Oldroyd added that the Quarter Carnival is this Friday from 4:00 p.m. to 6:00 p.m. He asked for volunteers.

2. DISCUSSION AND PRESENTATIONS

a) Wavetronix - John Penrod, Assistant City Administrator/City Attorney

Attorney Penrod started his presentation by updating the council on the Wavetronix development agreement dealing with 1950 West. On their site plan, 1950 West is the road that will be going around Wavetronix to the west near I-15, with a roundabout at 100 North, later returning to 1750 West. The first Wavetronix building, a warehouse/manufacturing building, is scheduled to be completed by January 1, 2020. In order to get the Certificate of Occupancy for that building, Wavetronix would build a pioneering road (not the full 72-foot width.) They have been working with the property owner and the DNR (Department of Natural Resources) to build the road through those properties near the creek and to the north, but those agreements will not be completed by January 1, 2020.

Wavetronix is proposing an agreement to build the infrastructure and life safety requirements for the pioneering road in order to get the Certificate of Occupancy by January 1, 2020. Councilmember Snelson asked about getting in and out of the Wavetronix complex. Attorney Penrod stated there will be two accesses along the frontage. Councilmember Jensen asked who is contracted to build the roundabout. Attorney Penrod answered the roundabout will

be built in the future with impact fees. Director Stapley asked about the access that is not scheduled to be built yet. Attorney Penrod answered it is a private driveway at this time. Councilmember Nelson asked how many employees will be using this building. Attorney Penrod said it would be a few hundred until they open up the other buildings. He said the DNR is excited to get the road done, but there are hoops to jump through before the road goes through sometime next year.

Councilmember Jensen asked about a pioneer road. Attorney Penrod answered that road would eventually be a collector road. It would be less wide as a pioneering road than it will be in the future as a collector road. Councilmember Nelson asked Director Stapley if a pioneering road can handle a few hundred people. Director Stapley answered it will be fine, but is the responsibility of Wavetronix. Administrator Fitzgerald added the analysis shows that as the site is developed, the impact will increase as the population increases. Mayor Child said he is very excited for Wavetronix to locate here, but he wonders who will finish the job if they do not continue development. Attorney Penrod answered the building is looking very good. The mayor has a legitimate concern because not all projects are finished to completion. Attorney Penrod concluded with the support of the Council.

b) Parking Citations - Craig Martinez, Public Safety Director

Director Martinez stated the 1750 West parking signs have been installed and he checked Friday night at 9:00 p.m. and Saturday morning. The area is poorly lit, so the truck drivers, who pull in at night, cannot read the signs. He and Director Stapley decided to add north-facing signs on both sides of the road. Director Martinez spoke to Flying J staff as well, asking them to publicize the parking change. Director Stapley said the additional signs are ready.

Director Martinez continued on to a discussion of parking citations. He stated parking citations are currently handled by Paul DeWitt's office, just like all other criminal citations. He proposed that parking be decriminalized and infractions are classified as administrative/civil infractions instead of criminal. He stated this would help the social stigma of appearing in criminal court for parking infractions. He explained the citation would be a triple copy, with an envelope, written to the car, with fines set by the Council and handled by an administrative hearing officer in the Public Safety Department. Director Martinez continued by stating if the offender is not satisfied with the ruling of the hearing officer, the case can be appealed in district court. He continued by saying that eventually, an unpaid fine will go to a collections agency instead of issuing a warrant.

Attorney Penrod added it would be a new program, but similar to programs in other local towns. Mayor Child asked about trespassing. Councilmember Jensen asked about weeds. Administrator Fitzgerald said both can be changed and handled administratively. Attorney Penrod said the unpaid fine goes to collections, then civil court and eventually a lien against the property. Director Martinez said the hearing officer has authority to hold, dismiss or cut the fine. Payments can be accepted over the phone. Administrator Fitzgerald added there is ordinance work to be done and will be presented to the Council.

3. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS



c) Discussion with Department Directors

Mayor Child mentioned the power outage last Monday to Director Fredrickson. Director Fredrickson said vehicles have backed into pedestal style power department equipment 12 times this year, Administrator Fitzgerald said the boxes are not attached to the pedestal, to limit the damage. The homeowner will pay the cost to replace the box. Mayor Child suggested investigating the vulnerable equipment and placing landscaping rocks to protect them.

Director Riddle stated the Finance Department is working on the audit. Refunding (refinancing) the bonds for the library will be on the council agenda the first meeting in October.

Director Mickelson stated the Library hit their goals for the Summer Reading Program and had one of their best years ever. Supervisors are using iPads to manage volunteer minutes.

Director Meredith stated he conducted interviews today for Assistant Recreation Director. He reported the outdoor pool is open while some tile in the activity pool is being repaired. Director Neel elaborated that the tile damage was caused by an oversized slide rider purposely smacking the wall of the hot tub in the first month the recreation center was open. His department is pricing a cushioning pad. The lifeguards are trained now to stop that behavior to mitigate damage to the tile in the future. Director Meredith continued his report by saying fall sports are up and running. Councilmember Snelson asked him about the RAP tax. He answered he has a letter for the Mayor to sign to deliver to the County.

Director Stapley said the road chipping projects look great. Mayor Child asked about the striping. Director Stapley said the critical road painting is done and the rest of the painting starts next week. He continued by reporting the 400 South Pump #2 is scheduled to start on September 15th. Council will be invited out to see the process. Curb painting and crosswalks are going on all over town. Staff is discussing 1200 West with the school district and considering a hot crossing, costing \$80,000-\$100,000. The school district is considering contributing \$30,000. Councilmember Jensen asked for a definition of a hot crossing. Examples were given. Director Stapley is planning to install it by the end of the year.

Councilmember Nelson reported there are weeds on walkways all over town and the creek banks on 100 North on the detour around Center Street construction. Director Stapley said creek clean-up is already scheduled. He met with Administrator Fitzgerald and UDOT about road cleanliness and asked for funding to assist this staff with road clean up. Because of the June Sucker, no pesticides are allowed near the creek. Staff regularly cuts trash trees on that section, but they quickly grow back.

Director Neel reported that all the roads on the west side of Evergreen Cemetery were repaved as of last night. The splash pad is closed, but opening for Friday for the carnival and two September Saturdays. He said young mothers have approached the department and want the splash pad to stay open through September. His department will take it into consideration to support young moms in the next budget cycle.

Director Neel continued by stating that canyon parks start to shut down mid-October for winterization. The last reservations are around October 15th-20th. Emails are coming through each of the city communication channels asking his department to get rid of mosquitoes throughout the entire city. Mosquito abatement is a Utah County service, not Springville City. Mayor Child said mosquitoes are bad at Meadowbrook Elementary in the West Fields because of standing water and suggested contacting Nebo School district. Director Meredith said Utah County Mosquito Abatement is already on a recurring schedule.



Jenessa Van Buren, the Museum Outreach Educator stated that Dr. Wright is flying to Taiwan for a week. The Museum had a great August for rental revenue that consisted of mostly weddings in the garden. She gave credit to Gina Woolf, the event coordinator, and the rental staff.

Director Martinez reported that Porter Daniels started as our newest police officer, which brings the staff to 29, which is fully staffed. Marie Patten started at dispatch. Myra is training so dispatch will be fully staffed as well.

Councilmember Nelson commented that outreach at the Library and the Museum are why those departments are having a record year. He requested that each department invest in outreach to bring more value to our community and to report progress to the City Council each month.

Mr. Oldroyd said the Farmer's Market looks great with lights and it is getting busy. He continued by stating administration is conducting a bingo outreach contest trying to get kids and parents to see what services Springville City offers. Councilmember Nelson agreed and stated it adds value and goodwill. He asked department heads to brainstorm outreach ideas with their teams.

Administrator Fitzgerald said the citizen's survey arrives in mailboxes this week.

Attorney Penrod apologized because the new Community Development Director, Josh Yost, was not aware of this meeting. Director Yost has met with every planning commissioner.

Councilmember Jensen asked if Community Development Building Inspection staff was caught up with building plan reviews. Attorney Penrod answered staff has tried many things including hiring a contract part-time inspector who is reviewing plans at night. Spanish Fork agreed to help, but when ten plans were sent over, they did nothing. We are contracting an outside organization to do plan reviews, but most organizations are too busy. The state laws give us 14 business days to review the plan. After that, the builder can ask for the plans to be issued with or without a plan review. Staff is still looking at improving the inspections process and getting turn around down to where it should be. Councilmember Snelson asked what kind of education and training are required to be a building plan inspector. Attorney Penrod answered there are tests to become certified. Administrator Fitzgerald said there is not much education, but they must pass many tests to be certified. Attorney Penrod said the tests cover mechanical, electrical, and plumbing.

Administrator Fitzgerald said with the building increase in the last three years, cities are struggling to hire enough building inspectors and as well as police. Even though Community Development is fully staffed, there is a huge amount of plans coming in. Springville City has averaged 100 single-family home building permits per year. This year to date there are 90 pending permits plus an estimated 60 getting ready to submit. Even when we ramp up our speed, and are fully staffed, more plans are coming in. Attorney Penrod said the highest was 10 building permits submitted in one day.

Administrator Fitzgerald said staff is analyzing the current budget for a solution. The City Council authorized, but did not fully fund a position for this type of emergency. Building Official Jason Van Ausdal will get a feel from developers for their plans for this winter and spring and possibly hire another person. Each plan approval has at least eight inspections that will come as the build progresses. If we hire now it does not help for a month or two. Attorney Penrod added that even if we post the job, there is no one qualified available. Councilmember Snelson asked if



we can find someone to train. Administrator Fitzgerald and Attorney Penrod answered we are training two internally. Our code enforcement officer spent a week away and passed all the tests. It is the plan review side where we are struggling. If the code enforcement officer takes over inspections, the regular inspector can do plan reviews.

Attorney Penrod said outside companies who normally help us out are too busy. Councilmember Jensen suggested Director Yost might have resources. Attorney Penrod reported that staff reached out to Director Yost's resources and everyone is swamped. Administrator Fitzgerald asked all cities for their resources and they are too busy. Councilmember Nelson asked if we can get developers to review their own plans. Administrator Fitzgerald said when we pass the two-week deadline that is in essence what the process is. Attorney Penrod said the state requires third party reviews and plans must be stamped by an architect and an engineer. Attorney Penrod stated there are significant problems found on some plans even though they are stamped. Structural engineers and architects are swamped as well and making mistakes.

- d) Commission, Board and Committee Minutes
 - i. Emergency Preparedness Committee minutes from May 16, 2019
 - ii. Water Advisory Board minutes from May 09, 2019
- e) Mayor and Council Report

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.

There was none.

5. ADJOURNMENT

COUNCILMEMBER SNELSON MOVED TO ADJOURN THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:14 P.M. COUNCILMEMBER JENSEN SECONDED THE MOTION, ALL VOTED AYE.

This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, September 10, 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, September 10, 2019.

Jennifer Grigg
Deputy City Recorder

