

Date: October 8, 2020
Time: 6:30 p.m.
Place: Willard City Hall, 80 W 50 S, Willard, UT 84340
Attendance: Mayor Kenneth Braegger, Council members Josh Braegger, John Seamons, and Kaleb Kunzler; City Manager Chris Davis City Recorder Teri Fellenz, City Planner Bryce Wheelwright, City Attorney Colt Mund

Excused: Council members Brad Robb and Fred Ward

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. Kimball Clark – Municode – Discussion and possible award of bid for recodification services for online Municipal Codes. City Manager Chris Davis presented the proposals for digitizing and updating the City Code. He explained he contacted code publishing companies and received proposals from two companies and recommends moving forward with Municode. He explained they offer a self-publishing feature. He stated the process will have the code digitized for online by the end of the year. He stated he also recommends the legal review.

Kimball Clark introduced himself and explained the history of the company and his involvement. He reviewed the attached pricing and attributes of the codification process. It was also explained Kimball took the time to come in and count the number of pages involved. The legal review was also discussed. Kimball the Council is responsible for the content and the legal review is to look for things such as references to outdated State Codes. He also indicated some communities are using Cares Act funding to help with the accessibility of the codes to the public by allowing online access. Training was also discussed.

The total cost is dependent on the number of pages and the estimated amount including the legal review is \$15,000. The term of the initial agreement is 3 years. After 3 years the annual maintenance fee may increase, but Kimball did not anticipate a large increase. He also noted ADA Compliance and the availability of other items such as website design and meeting software. He stated they can have the code digitized in 3-6 weeks with the legal review taking 3-5 months.

Council member Kunzler made a motion to award the recodification to Municode for the city of Willard. The motion was seconded by Council member Seamons and the motion carried.

***Council member Braegger – yes Council member Seamons- yes
Council member Kunzler – yes***

- b. Planning Commission – City Planner Bryce Wheelwright reported the Planning Commission has a rezone they will be reviewing.
- c. Consideration of Resolution 2020-19 SUPPORTING THE SUBMISSION OF A PROPOSAL FOR THE DESIGNATION OF THE AREA WITHIN WILLARD CITY AS A UTAH ENTERPRISE ZONE. The Attached resolution was presented for approval. City Manager Chris Davis reported he received an email from Davis and Bott explaining the Enterprise Tax Zone credits will run out this year if the cities do not reapply for the zone through the State. The State has decided not to offer the credit beyond the next extension which will be an additional 5 years. City Manager Chris Davis explained there are several businesses within the community that take advantage of the credit which promotes economic growth in the community.

Council member Seamons made motion to approve Resolution 2020-19, seconded by Council member Braegger and the motion carried.

***Council member Braegger – yes Council member Seamons- yes
Council member Kunzler – yes***

- d. Approval of Minutes- The minutes of the September 24, 2020, meeting were individually reviewed.

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

***Council member Braegger – yes Council member Seamons- yes
Council member Kunzler – yes***

- e. 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
- b. Police Department – Reported the new truck has been purchased and they are working on getting equipment for installation.
- c. Fire Department

5. Council members

- a. Brad Robb
- b. Josh Braegger – Thanked all those who worked on the Nature Park restrooms. He stated the plumber is scheduled and they have met with Tammy Ames on a donation

- of sealing the floor. They have also requested a bid from them for sealing the walls.
- c. Fred Ward
 - d. John Seamons – Reported he met with City Manager Chris Davis and UTOPIA and they would like a work session next Thursday. Chris stated he will work at getting it set up with the City Council and Planning Commission.

Chris also reported Jason Burningham also has the revised impact fee study, annexation analysis, and additional impact fees to consider. He stated Blue Ox would also like a work session and they have been working on sewer agreements.

Council member Seamons asked about the gravel spill that occurred on Highway 89. He asked who cleaned it up and if the gravel pit owner was responsive. A brief discussion was held.

Council member Braegger then asked where they are on the process of getting replacements for the retiring employees. City Manager Chris Davis stated they are looking over job descriptions and will work on it in the next week.

- e. Kaleb Kunzler

6. Mayor's General Correspondence and Information/City Manager Report

City Manager Chris Davis reported Rocky Mountain Power sent a check for \$500 along with a \$500 voucher to replace trees lost in the windstorm.

Chris then stated he is working on a memo updated of 15-20 different items they are working on.

Mayor Braegger reported Perry City has received a grant to complete their 1200 West to Perry's southern border. They have an excess and they will be working with UDOT and the Wasatch Front Regional Council to allow the funds to be used to complete 200 W in Willard to 750 North. Chris explained it would only be 26 ft. of pavement and the match is 90/10 with Willard having to contribute 10%. The process will need to be completed by June. They are working with the Bailey V subdivision to extend the waterline as well.

Chris then reported Dominion Energy has installed the high-pressure gas line on 300 East. They have requested to give the estimated \$170,000 to the City for paving to allow the installation of the proposed water line to service developments to the south. He stated the downside is they will be dealing with basically a gravel road through the winter. This will be considered in a future meeting.

7. Adjourn: A motion was made by Council member Braegger to adjourn the meeting. The motion was seconded by Council member Seamons and the vote was unanimous. The meeting adjourned at 7:37 p.m.

Minutes were read individually and approved on October 22, 2020