



Oakley City Council Meeting Minutes
Wednesday November 11, 2020
Digital Meeting Zoom Platform
6:00 p.m.

In Attendance: Mayor Wade Woolstenhulme; Councilmembers: Ron Bowen, Joe Frazier, Dave Neff, Tom Smart, Steve Wilmoth.

City Staff: City Recorder, Amy Rydalch; Parks Director, Kendell Staples; Water Operator, Dallas Hansen

Others in Attendance: Lisa Yoder, Summit County; Mike Lee, Public

1. **Call to Order.** Mayor Woolstenhulme opened the meeting. Councilmember Neff offered the invocation and Councilmember Frazier led the council in the Pledge of Allegiance.

2. **Items from the Public not Listed on the Agenda:** None.

3. **Community Renewable Energy Update – Lisa Yoder, Summit County**

Lisa Yoder stated five communities in Summit County signed a resolution to adopt a net-100% renewable energy goal. The Community renewable energy program helps these communities give the option to their residents to choose renewable energy as their energy source. Mayor Woolstenhulme asked if the goal of the county was to ultimately be 100% smart energy. Ms. Yoder stated yes by 2030 but residents will still have a choice as Rocky Mountain Power will keep the existing energy sources but will add to that source with a renewable energy source. Those customers who elect for renewable energy will pay the renewable energy price structure. Mayor Woolstenhulme asked if those costs would be disclosed to the municipalities in advance. Ms. Yoder discussed the steps that will need to happen to implement the program. She discussed that this program is a first of its kind where a group of communities are working with a utility to bring renewable energy to its customers. The program implementation costs are determined by the size of each participating community. The non-noticing cost estimate for Oakley City should the city elect to participate is approximately \$1,368.83 amortized over budget years 2022 and 2023. Ms. Yoder stated that the next steps are for participating communities to come to a governance agreement, cost sharing, and utility agreement. Councilmember Frazier asked for clarification that the City does not have to commit to any of these agreements currently. Ms. Yoder stated that this is correct and that a decision from the individual communities will not be required until approval of a Governance agreement sometime in 2021.

4. **RFP – Engineering Services**

Mayor Woolstenhulme directed the Council's attention to the RFP responses that were delivered to each Councilmember prior to the meeting. He asked that each councilmember familiarize themselves with the

44 responses. **Recorder Rydalch** reminded the Council that they have a work session scheduled with Rural
45 Water for the Monday the 16th of November and that might be an appropriate time to discuss criteria and
46 desirable qualifications as the council moves forward in their decision process since Rural Water
47 facilitated the original RFP discussion. **Mayor Woolstenhulme** stated that he would like to have a ranking
48 or score sheet to facilitate the RFP discussion. **Councilmember Neff** asked if it would be prudent to bring
49 in our local experts to be a part of the discussion and offer recommendations. It was decided that getting
50 their general input in seeking referrals was sufficient. **Councilmember Smart** asked about conducting the
51 discussions regarding the engineering firms in a closed session. It was determined that staff would check
52 with city's legal counsel to verify that this is an appropriate item for a closed session.
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54 **5. Weber Basin Water Contract**

55 **Mayor Woolstenhulme** summarized the proposal presented to the city. The city currently has a
56 reservation contract with the Weber Basin for 200-acre feet of water. The city currently pays \$50 per year
57 to reserve this water. The basin has notified this city that when this contract expires in 2025 they do not
58 have the intention of renewing the contract at that time the city will either need to forfeit the water or
59 take possession at a cost of \$455.91 per acre foot. The Basin is offering a discounted price of \$292.14 per
60 acre foot if the city contracts to take possession before August of 2021. **Mayor Woolstenhulme** asked for
61 discussion on the proposal but strongly encouraged the council to consider taking possession of the water
62 as it is a valuable and needed resource for the city. General discussion as to potential for secondary water
63 usage and budgeting issues.
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65 **Councilmember Smart** made a motion to perfect the water rights as proposed before August 2021.

66 **Councilmember Neff** seconded the motion. **All voted in favor. Motion passed.**
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68 **6. South Bench Ditch Company Pipeline Fee Discussion**

69 **Mayor Woolstenhulme** asked **Operator Hansen** to address the fee proposal from South Bench Ditch
70 Company. **Operator Hansen** summarized the proposal and answered questions from councilmembers
71 seeking clarification. He reiterated that the city is essentially paying the ditch company to transport city
72 water to our secondary water system to water the recreation complex. The water to be transported is
73 already owned by the city and is not water that is a part of the South Bench Ditch Company. The Ditch
74 Company is acting only as a vehicle to move the city water. The city is not a shareholder in the South
75 Bench Ditch Company. **Operator Hansen** stated that during summer months the city uses on average 105-
76 120 gallons per minute to water the complex which equates to 22,680,000 gallons of billable culinary
77 water. **Councilmember Smart** pointed out that this is billable water that the city is not currently
78 generating revenue that would become available for traditional culinary consumption and generate
79 revenue that would help offset these connection costs, particularly because residents have been on
80 restrictions during the summer months. The demand is there. **Mayor Woolstenhulme** asked for a cost
81 estimate on using a well for the complex as an alternative. **Operator Hansen** stated that cost estimates
82 with all necessary operating infrastructure were \$750,000 not including operating costs. **Mayor**
83 **Woolstenhulme** asked if there would be enough pressure with the proposed connection to the ditch
84 company's pipeline. **Operator Hansen** stated that he believed we do and if necessary, the city could
85 boost the pressure because we have enough volume. **Mayor Woolstenhulme** asked **Operator Hansen**
86 which system was the most efficient. **Operator Hansen** stated that connecting to the South Bench Ditch
87 Company's pipeline was the most efficient.
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89 **Mayor Woolstenhulme** stated that the time has arrived for the city to decide on whether to participate in
90 the South Bench Ditch company's pipeline project and as part of that decision to consider the fee
91 proposal submitted by the ditch company. **Councilmember Neff** stated that the fee proposal was
92 reasonable and the fact that the City was being treated on par with shareholders of the company was
93 appreciated. **Councilmember Wilmoth** agrees that this is the best option available but questioned the
94 justification for the proposed fees. He stated that it would be prudent to negotiate and proposed
95 returning to the ditch company with a city fee of \$45,000. **Operator Hansen** explained the ditch
96 company's justification for the proposed fees being based upon an 8" line as opposed to a 6" line.

97 Further discussion among councilmembers regarding counter-fee proposals.
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99 **Councilmember Wilmoth** made a motion that the council move forward with the intent to connect to the South
100 Bench Ditch Company Pipeline project for purposes of an Oakley City secondary water system to service the
101 Recreation Complex and submits a counter-fee proposal of a \$45,000 connection fee. **Councilmember Bowen**
102 seconded the motion. **All voted in favor. Motion passed.**
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104 Councilmembers thanked Operator Hansen for his work on this proposal as well as his efforts over the
105 weekend with the fire in Weber Canyon.
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107 7. New City Logo

108 **Recorder Rydalch** stated that the staff is seeking clarification on an official logo for the city. The city is
109 currently undergoing a new website construction and design and needs direction on which logo to use for
110 official city business since there are different logos in use. The Oakley Rodeo recently adopted a new
111 logo, and the Public Works department is using a version of the new rodeo logo. City administration is still
112 using the original "seal logo" on all documentation and correspondence. **Recorder Rydalch** provided
113 photographs of all three logos currently in use to the Council.
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115 General discussion regarding the logo. **Mayor Woolstenhulme** stated that the new rodeo logo was
116 designed by Brandon Bates. **Councilmember Neff** stated that the city should approach Mr. Bates about
117 purchasing the logo for city-wide use and/or have him sign an agreement for official city use. General
118 discussion that the logo could be tailored to each department by changing or adding departmental
119 language as needed.
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121 **Councilmember Neff** made a motion to adopt the new city logo and allow for changes in color and department
122 identification. **Councilmember Smart** seconded the motion. **All voted in favor. Motion passed.**
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124 8. Website Design Discussion

125 **Recorder Rydalch** stated that the current host of the city website is geared more towards retail sales and
126 has made the functionality of our website very difficult. The city has already signed a contract with Muni-
127 code for a new website design. The functionality will be significantly improved as they operate and design
128 sites for municipalities and local government as a main product of their offered services. **Recorder**
129 **Rydalch** displayed several examples of existing Municode websites for various cities. Municode also
130 offers possibilities for online reservations through the city website. **Recorder Rydalch** stated that the city
131 is in the design process with Municode and needs Council's input on preferred color schemes, background
132 photographs, and features for the website. **Mayor Woolstenhulme** stated that he would prefer to have a
133 rotation of photographs on the home page. **Recorder Rydalch** shared various photographs that
134 Councilmember Smart had shared with her of the area. General sentiment of favorability of the red from
135 our existing website was expressed. As was the blue from the town of Cusick Washington was also
136 favored and Gray or white as a secondary or tertiary color. Council trusts staff to sort out the colors and
137 photographs for the website. **Mayor Woolstenhulme** expressed preference for the features on the home
138 page for the latest news and calendar items. **Recorder Rydalch** stated that one of the features is an
139 emergency alert banner that can be used for issues such as city-wide water shut-offs, road closures etc.
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141 9. Regular Business:

142 a. RV Rental – Length of Stay

143 **Recorder Rydalch** stated that the RV Rental agreement had been updated to include
144 a restriction of 2 vehicles, assumption of all liability by renter to city property including the
145 water/sewer system, noise restrictions, keeping space clean and free from clutter. One
146 remaining issue is the allowed period for their length of stay. By city ordinance, individuals are
147 not allowed to live in RV's longer than 90 days unless permission is secured from the city planner
148 and is then allowable for up to one year. The city has received numerous requests to rent
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150 RV/Campsites for longer than the allowed 90 period. City staff is seeking clarification on whether
151 the 90-day allowance is per calendar year or if an individual leaves the site for a period, when can
152 they allowably return and if they change sites does the 90 period start over?
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154 **Mayor Woolstenhulme** stated he is of the opinion that if there is a tenant who in that 90 days
155 does not maintain a well-kept site or is problematic then 90 days is the limit. However, if a
156 tenant has demonstrated adherence to the rules/policies of the site rental and is not problematic
157 they should be able to stay. General discussion took place regarding the lay-out and location of
158 the RV sites.
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160 **Operator Hansen** asked Council for direction on policy for trailers/campers that have been
161 vacated but remain onsite without current permitting. Consensus that at that point it was
162 permissible to have trailer impounded and towed. Costs associated are to be passed on to the
163 owner of the trailer. A fee to be reinstated at the RV site should be required. General discussion
164 regarding ATV's and how they are to be viewed as vehicles. Consensus was that if an ATV is off
165 trailer it counts as a separate vehicle. ATV's loaded on the trailer count as one vehicle.
166 Continued discussion on length of time for allowable time to stay.
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168 **Councilmember Wilmoth** made motion that tenants desiring to stay longer than 90 days at the City RV sites at the
169 complex must make application at the end of 60 days to petition the city council for the extension.

170 **Councilmember Frazier** seconded the motion. **All voted in favor. Motion passed.**

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172 **b. Fees for Charitable, School, and Government Rentals**

173 **Mayor Woolstenhulme** stated that there are inconsistencies in how the city has charged
174 rental fees for our facilities to various groups. Staff is seeking clarification on how to apply
175 rental fees to these organizations. Consensus by Council that school and church groups
176 should be charged the local rate with the option of contributing volunteer hours or service
177 to the city in exchange for a free rental. Council recommends charging governmental
178 entities/Non-profits the local rates except for non/profits that are a community services
179 such as Alcoholics Anonymous or are very small in scale i.e., Ditch Companies, with little to
180 no financial resources are to pay the security deposit only. Youth groups for the arena are
181 free based upon a request by a donor, Nadine Gilmore.
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183 **c. Approval of the Minutes:**

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185 **Councilmember Wilmoth** made a motion to approve the minutes from 8-26-2020. **Councilmember Bowen**
186 seconded the motion. **All voted in favor. Minutes approved.**

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188 **Councilmember Frazier** made a motion to approve the minutes from 9-23-2020 with changes as discussed.
189 **Councilmember Neff** seconded the motion. **All voted in favor. Minutes approved with changes as discussed.**

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191 **Councilmember Smart** made a motion to approve the minutes from 10-28-2020. **Councilmember Wilmoth**
192 seconded the motion. **All voted in favor. Minutes approved.**

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194 **d. Approval of Payables 10-23-2020 thru 11-09-2020**

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196 **Councilmember Wilmoth** made a motion to approve the payables dated 10-23-2020 thru 11-09-2020.

197 **Councilmember Smart** seconded the motion. **All voted in favor. Payables approved.**

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199 **e. Other Council Items**

200 **Covid-19 Executive Order by the Governor's Office**

201 **Mayor Woolstenhulme** apprised the Council of the steps taken for City rentals once the
202 executive order went into place. All rental facilities were closed to the public except for the

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arena. The arena remained open for scheduled times by single household groups only. Waivers and agreements were required by all arena household groups.

Water Discussion

Councilmember Bowen stated that he had been discussing the water situation with former Councilman DelRay Hatch. Councilmember Bowen's thoughts are to get the historical engineering records for the drilling of the Humbug Well to get the depth of the first aquifer. He stated that this might be an opportunity to bring more water into our existing infrastructure. **Mayor Woolstenhulme** stated that this was an interesting idea to approach the new engineering firm that city plans on retaining to address the water sourcing issue. **Councilmember Bowen** also stated that there is existing piping from the Cottonwood Springs that would allow for collecting additional water with some improvements. General discussion that the soon to be retained engineer needs to be aware of these possibilities.

Pinion Corner Update

Councilmember Neff reported that the meeting on the corner had taken place and that the residents approved the trail easement. General discussion regarding the trail's foundation and their involvement in the project on the corner. **Councilmember Neff** recommends taking on the Pinion Corner improvements at the same time the trails foundation improves the trail easement and takes advantage of the financial benefit of doing the projects concurrently. Rusty Webster Construction can facilitate both projects. **Councilmember Wilmoth** reported that Rusty quoted replacing the culvert (100 ft), removing trees and some grading for approximately \$8,000. **Councilmember Wilmoth** proposed not removing the metal fence and improving the trail easement along said fence. **Councilmembers Neff and Smart** recommended that the projects happen simultaneously. **Councilmember Wilmoth** agrees that it make sense that they happen together but that oversight of the two projects remain separated. **Councilmember Wilmoth** recommends that **Councilmember Smart** facilitate the trails portion of the project. **Councilmember Smart** reiterated that there is \$7,600 available from the trail's foundation for this trail project.

Councilmember Neff made a motion to move forward with the Pinion Corner project in conjunction with the South Summit Trails foundation improvement project along Oakley city property in the Weber Wild Road area contracting with Webster Construction. **Councilmember Frazier** seconded the motion. **All voted in favor. Motion Passed.**

Councilmember Bowen made a motion to adjourn.

Meeting adjourned.

Minutes accepted as to form this 16 day of December 2020



Mayor Wade Woolstenhulme



City Recorder, Amy Rydalch