

Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, July 6, 2021, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: City Council: Norm Searle, Mayor
Braden Mitchell, Councilmember
Brent Ellis, Councilmember
Alan Arnold, Councilmember
Bart Stevens, Councilmember
Steve Hilton, Councilmember

City Employees: Bill Cobabe, City Administrator
Steve Brooks, City Attorney
Cody Cardon, Business Administration
Stacey Comeau, Human Resources
Scott Brenkman, Police Chief
Jared Sholly, Fire Chief
Mike Eggett, Community Development
Michelle Marigoni, City Recorder

Visitors: Dadong Ye Qingjun Weng

A. Welcome & Roll Call

The City Council meeting began at 6:03 p.m. Mayor Searle called the meeting to order and welcomed all in attendance, including all Council Members, City Staff, and all members of the public.

B. Pledge of Allegiance

Mayor Searle asked Steve Brooks to lead the pledge of allegiance.

C. Moment of Silence

Mayor Searle called for a moment of silence and asked everyone to remember our police officers, fire fighters, U.S. Military service members, and members of the City Council as they make decisions this evening.

D. Public Comment

Mayor Searle invited any member of the public with questions or concerns to address the Council and asked that they keep their comments to approximately three minutes. No action will be taken during public comment.

Councilmember Stevens indicated he was expecting some comments from members of the public regarding an issue with semi-trucks, though he was not sure if they would be able to make it. He said he would address it during the discretionary portion of the meeting if they were not present.

There was no other public comment.

E. Presentations and Reports

1. Mayors Report

Mayor Searle thanked everyone involved with the Old Glory Days Celebration and expressed his sincere appreciation for the efforts. He noted many accolades were received, the fireworks were the best they have ever been and that there was a great sense of community. He congratulated and thanked all involved for keeping safety paramount and was impressed no one was hurt.

2. Staffing Authorization Plan

This item was stricken, as it was placed on agenda inadvertently.

3. Community Development Status Report

Mayor Searle turned the time over to Mike Eggett to give a Community Development update. Mr. Eggett shared the following project updates: Dutch Bros coffee is now in the process of framing their new building. Café Rio is scheduled for their final inspection next week and plans to have a grand opening August 6. Mo Bettah's is at the 4-way inspection stage of development. Chick-Fil-A is addressing a storm drain issue. Autozone in Pep Boys now has their sign up. Brookhaven will house a medical training facility. Raising Caine's was able to acquire a contractor for their project. Maverik is in the final review stages and will be addressing the Planning Commission soon. Two new salons, GOAT and Sparks Studios, are opening soon.

Bill Cobabe, City Administrator, noted that this is an exciting time in Riverdale for commercial development, and that City Staff have been incredibly busy, but it has been fun. He mentioned there is more to come in the near future.

F. Consent Items

1. Consideration to approve the City Council meeting minutes from the Work Session and June 15, 2021 Regular Session.

Mrs. Marigoni advised the minutes for the June 15 City Council and Work Session were not prepared in time for this meeting. Consideration of minutes approval will be rescheduled for the next Council Meeting.

2. Consideration to appoint Michelle Marigoni as City Recorder

Mayor Searle informed Councilmembers there were seven interviews conducted for the City Recorder position after receiving numerous applications. He went over the hiring process and noted there was a panel of four interviewers, to include three City Staff and Mayor Searle.

Councilmember Stevens expressed his concerns and suggested information regarding resumes and backgrounds should be provided to Council Members prior to Council Meetings. There was discussion regarding applicant privacy and available information, as well as the duty of Councilmembers to advise and consent. It was suggested City Staff consider a process for providing information about new appointments. Mayor Searle pointed out the Councilmembers could speak to Human Resources before appointments if further information is desired.

MOTION: Councilmember Hilton moved to approve the appointment of the City Recorder. Councilmember Arnold seconded the motion. All Councilmembers voted in favor of the appointment and an Oath of Office was taken.

G. Action Items

1. Motion to approve Resolution 2021-20 amending Personnel Policies Handbook for policies 6-7 Conflict of Interest, 6-8 Reporting Fraud or Abuse, 6-9 Cash Receipting and Deposits, 9-12 Paid Holidays, 9-19 Work from Home (Telecommuting), 15-2 Communicable Diseases.

Stacey Comeau, Human Resources, went over the executive summary, which explained:

- Adding policies 6-7 Conflict of Interest, 6-8 Reporting Fraud or Abuse, and 6-9 Cash Receipting and Deposits to meet the Fraud Risk Assessment requirements of the Utah State Auditor's Office.
- Amending policy 9-12 Paid Holidays to recognize Juneteenth and the end of Slavery in the United States.
- Adding policy 9-19 Work from Home (Telecommuting) in response to Covid-19 and as a viable, flexible work option for some employees.
- Amending policy 15-2 to add SARS-CoV-2 (coronavirus) as a communicable disease.

Councilmember Arnold stated only five states are currently recognizing Juneteenth as a state holiday, Utah not being one of the five. He suggested Riverdale City follow the lead of the state and continue to recognize Juneteenth as a day of observation only. Councilmember Mitchell inquired about the number of paid holidays given to staff and asked if this is already more holidays than other agencies. Stacey Comeau explained the current holiday schedule and policy. Councilmember Arnold suggested the issue of Juneteenth as a paid holiday should be revisited later.

Councilmember Arnold said supervisors should not be allowed to telecommute and all remote work should be considered on an extreme case-by-case basis. Telework success rates at various companies and government agencies were discussed. Councilmember Hilton said managers should be trusted to use discretion for successful telework.

MOTION: Councilmember Arnold moved to approve, except for policy 9-12, Paid Holidays. Councilmember Stevens Seconded the motion.

ROLL CALL VOTE: All Councilmembers voted in favor. Motion carries.

2. Motion to approve a new liquor license for Dadong Ye, owner of Boat Haus Cajun Restaurant.

Michelle Marigoni, City Recorder, went over the liquor license application, noting that the business license had been issued and the application included all required information. A background check was completed by the police department and no issues were found. Qingjun Weng addressed the Council and answered various questions about the type of food served at the restaurant. Councilmember Ellis suggested the owners become very familiar with the liquor license statute to be sure and follow it.

MOTION: Councilmember Arnold moved to approve the liquor license. Councilmember Hilton seconded the motion. All voted in favor. Motion carries.

3. Consideration of Resolution 2021-21, to award a bid to Paradise Contractors, Inc. for fire station kitchen remodel.

Jared Sholly, Fire Chief, went over the executive summary, which explained:
The fire station kitchen is original to the station and was not part of the previous remodel in 2014. There is water damage to some of cabinets with mold on some outer walls. This remodel will create a safe and an improved cooking area for the on-duty crews.

Riverdale City Fire Department put out for a bid to remodel the fire station kitchen area. Two contractors submitted bids with a third (Wilkes Construction) who only gave an estimate over the phone and did not submit an actual bid. The two bids we received were from Paradise Contractors Inc. and Reynolds Construction and Sales. Paradise Contractors Inc. estimated the total price at \$28,000.00. Reynolds Construction and Sales estimate was \$61,870.00 The discrepancy between the two bids is due to the added cost for miscellaneous (\$6,500), project management (\$6,000,) and overhead and profit (\$8,070.) These additions by Reynolds total \$21,200. Chief Sholly recommended awarding Paradise Contractors the bid, in an amount not to exceed \$35,000. The additional funds are based off the significant increase to construction supplies and especially cabinets. Anything over the bid amount will need to include documented justification by the contractor.

There was a question from Councilmember Mitchell regarding the approved amount on the resolution being changed from \$28,000 to \$35,000. Steve Brooks answered that the verbal approval was enough for the change.

MOTION: Councilmember Arnold moved to approve the bid award in an amount not to exceed \$35,000. Councilmember Hilton seconded the motion.

ROLL CALL VOTE: All Councilmembers voted in favor. Motion carries.

4. Consideration of Resolution 2021-22, to approve an extension of an agreement with Stauffer's Towing for non-consent vehicle towing services within Riverdale City.

Scott Brenkman, Police Chief, went over the executive summary, which explained:

For years, the city has had a contract in place to provide towing for tows requested by the police department. Stauffer's Towing has been the contracted provider and has provided excellent service to the police department and city. Stauffer's has the resources needed to handle any type of call and has always provided timely, efficient service to the city with very little complaint from the public. The current contract allows for two-year extensions of the original contract which is the request being made. Chief Brinkman recommended approval of the two-year extension to Stauffer's Towing to provide all tows requested by the police department.

Mayor Searle affirmed the service from Stauffer's has been awesome and that he appreciates their willingness to work hard to provide this service. Councilmember Mitchell asked how many tows were done per month. Chief Brinkman explained the number varies based on many factors.

MOTION: Councilmember Arnold moved to approve the resolution. Councilmember Hilton seconded the motion.

ROLL CALL VOTE: All Councilmembers voted in favor.

5. Discussion on water restrictions.

Mayor Searle invited discussion regarding drought water restrictions. As discussed in the Work Session, restrictions will continue as stated. The notifications are on social media and will be included with residents' utility bills. There was no other discussion.

6. Discussion on fireworks.

Mayor Searle invited discussion regarding fireworks. As discussed in the Work Meeting, firework restrictions will continue with the current policy. Jared Sholly, Fire Chief, reported 300 educational flyers were handed out, 32 hours of patrol were done over the weekend by himself and Fire Marshal Randy Koger. There were 352 bottle rockets confiscated, along with 152 M98s and 7 firecrackers. Six warnings were given, and one citation was written.

7. Discussion regarding sale of property on Ritter Drive.

Mayor Searle invited discussion regarding the sale of property on Ritter Drive. As discussed in the Work Meeting, the City will proceed in the usual manner. Councilmember Stevens voiced his concern about a request to have the property donated and inquired as to the process of approval for this. Mr. Brooks advised this would be a public process.

H. Discretionary Items

Councilmember Stevens addressed an issue with semi-trucks parked in the At Home parking lot and voiced concerns about the noise and hygiene of the truck drivers. The issue of noise was also brought up regarding roosters belonging to residents in the area. Mayor Searle commented these types of complaints have historically been referred to Law or Code Enforcement. Chief Brenkman communicated the importance of having a willing complainant to enforce any ordinances and resolve complaints but advised animal control or dispatch may be called for the respective complaints.

I. Adjournment.

MOTION: Having no further business to discuss, Councilmember Mitchell made a motion to adjourn. The motion was seconded by Councilmember Hilton; all voted in favor. The meeting was adjourned at 7:34 p.m.

Norm Searle, Mayor

Michelle Marigoni, City Recorder

Date Approved: