



**MINUTES**  
**Springville City Council Work/Study Meeting - OCTOBER 12, 2021**

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MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, OCTOBER 12, 2021 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

**Presiding and Conducting:** Mayor Richard J. Child

**Elected Officials in Attendance:** Liz Crandall  
Craig Jensen  
Bret Nelson  
Matt Packard  
Mike Snelson

**City Staff in Attendance:** City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, Deputy Recorder Jennifer Grigg, Recorder Kim Crane, Building and Grounds Director Bradley Neel, Community Development Director Josh Yost, Library Director Dan Mickelson, Operations Director Patrick Monney, Power Director Leon Fredrickson, Public Safety Director Lance Haight, Fire Chief Hank, Public Works Director Brad Stapley, Recreation Director Stacey Child, and Museum of Art Director Rita Wright.

#### **CALL TO ORDER**

Mayor Child welcomed the Council, staff and visitors then called this work/study meeting to order at 5:30 P.M. He reviewed the calendar and the details of tonight's meetings.

#### **COUNCIL BUSINESS**

##### **1. Calendar**

- Oct 19 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Nov 02 - Springville City Municipal General Election 7:00 a.m.-8:00 p.m.
- Nov 02 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Nov 09 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

Mayor Child added the Safe Trick-or-Treat is on October 29, 2021. He said item b of this agenda will be postponed and there is a meeting about the Cherrington Park at meeting at 7:00 p.m. in the multipurpose room. He turned the time over to Attorney Penrod for a property purchase discussion.

##### **2. REGULAR AGENDA**

Consideration of a property purchase agreement for property located at approximately 60 West Center Street, Springville, Utah - John Penrod, Assistant City Administrator/City Attorney

Attorney Penrod stated the owner is getting offers and does not want to condition the purchase. It is owned by Ron Lowe. Councilmember Packard suggested a closed session. Mayor Child continued this

item to the end as a closed session. Mayor Child continued the item to the end when the council will vote on a closed session.

### 3. DISCUSSION AND PRESENTATIONS

#### a) Fire Department Staffing Proposal - Lance Haight, Public Safety Director

Administrator Fitzgerald introduced this discussion about fire department staffing by mentioning this presentation was planned for earlier this year at the budget retreat because the ability to respond in the evening with volunteer/paid part-time staff is stretched. Springville applied for a Federal FEMA *Safer Grant*, but just found out it was not granted. Staff still believes the *Safer Grant* is a good option in the coming budget year due to the census numbers. In the meantime, community growth and the employment market strain fire services. The chiefs' presentation should cover staffing for the remaining budget year. Councilmember Jensen asked about impact fees paying for staffing. Administrator Fitzgerald said impact fees pay for brick and mortar or fire apparatus over \$500,000, not staffing. The completion of the second floor of Station 41 was through impact fees.

Chief Haight started his presentation by thanking the council and acknowledging the *Safer Grant* was not granted, but he is hopeful for next year. In the interim, he is presenting a staffing organization for this budget year. He elaborated on the history of the Springville Volunteer Fire Department which was founded in 1910 with 17 initial volunteers and acknowledged the very proud history of volunteer firefighters in Springville. With growth, the fire department can no longer rely on volunteers. He continued by describing 2010, with the hiring of a new fire chief, merging the fire department with the ambulance service through an eight-step plan with volunteers as well as professionals, and increased staffing with service from 7:00 a.m. to 7:00 p.m. for the first time. Today, the build-out of Station 41 is near completion which will allow rapid response with staff on-duty 24-hours a day at the station. The current staffing model is a combination fire department with a six-minute response time during the day and a 14 minute response time at night with five full-time employees, 25 part-time, and 40 reserve firefighter/EMTs, a part-time administrative assistant, and a fire marshal.

Chief Haight continued by showing calls-for-service dramatically increased over the years. Councilmember Nelson clarified the calls are fires and medical emergencies. Chief Hanks answered these calls are any call to 911 without police. Councilmember Nelson asked if the budgeted number of staff is appropriate to manage the Fire Department for 2021. Chief Haight answered the goal is to have 25 part-time firefighters and 40 volunteers. Councilmember Packard asked about the relationship between paid and volunteer firefighters. Chief Clinton said they work well together. Administrator Fitzgerald explained there are no firefighters designated as volunteers anymore. Chief Haight added 100 years ago volunteers trained and put out fires. Now it is a job with more training and requirements. Mayor Child agreed. Most volunteers have full-time jobs during the day. In 2012 night staff only needed to wake up once every three days. He showed a large percent of nights, staff wakes up multiple times each night while still needing a full-time job somewhere else during the day, not practical. Councilmember Snelson asked about feedback from the staff. Councilmember Nelson questioned the word *volunteer* and Chief Haight the word is shifting to *reserve*. Chief Clinton answered Councilmember Snelson's question by quoting the volunteer/reserve firefighters who say they do not know how much longer they can go on.

Chief Haight added constant turnover to current staffing challenges. Part-time firefighters trained by Springville City are more marketable to other cities, so they leave Springville City and take full-time jobs. Constant turnover/training hurts consistency, efficiency, and teamwork and is not a practical working model. The current staffing has a captain and four firefighters scheduled during the day which is two ambulance crews. That has become impractical with the increase in the number of calls when there are two calls simultaneously, Springville City needs enough staff to go to two different calls at the same time. Even worse, at night only three people are working which is only one ambulance crew. The important detail here is that night crews need a primary medic to transport a patient to the hospital. The classifications of firefighters are basic EMT (emergency medical technician), advanced EMT, and primary



medic (trained to perform advanced life support). If the night staff only has basic EMTs, they cannot drive a patient to the hospital. That process is the basic EMT pages all the Springville City reserves and most nights an advance EMT will join the crew authorizing the transport. Rarely the basic EMT receives no response from Springville City employed reserve EMTs. Councilmember Nelson confirmed the staff calls to other community's for Mutual Aid on nights when there is no Springville-employed primary medic on duty.

Chief Haight continued his report by referring to a large number of night shifts when a basic EMT called on Mutual Aid. Councilmember Nelson asked about the response time for Mutual Aid from a neighboring agency. Administrator Fitzgerald explained that Mapleton recently added a full-time night ambulance shift and can answer the Mutual Aid calls from Springville basic EMTs. Chief Haight described a night when a Springville basic EMT called Mapleton five times for Mutual Aid assistance because no Springville reserve EMTs answered the page. Chief Haight said this is a growing trend. Councilmember Packard confirmed this does not happen every night. Chief Haight said this was an isolated incident. Chief Clinton said the list of reserves has dwindled to one or two per night. Councilmember Nelson asked how many times a month does a Springville night ambulance shift call for a backup ambulance. Chief Haight explained when the Springville night shift is fully staffed, reserve advance EMTs answer the page from home and the response time for that backup ambulance is still within 13 minutes and transport capable.

Chief Haight explained that the Public Safety Department approached the Administration Department after this isolated incident/wakeup call and Administrator Fitzgerald was very supportive in finding a solution including paying night shift and day shift the same, which created gaps in the day shifts. Councilmember Nelson said to be clear it is easier to work the night shift from home and maybe not get called out. Chief Haight showed a chart of the nights when the ambulance staff was not transport-capable and days when only one ambulance shift could be fully staffed. Councilmember Packard asked how often two ambulances are needed during the day. Chief Clinton answered quite often. Administrator Fitzgerald explained the city average is three ambulance calls during the day. Each call averages two hours. It is common for calls to overlap during a 12-hour shift, where a second ambulance is needed. Councilmember Nelson clarified the average is three calls total per day shift. Chief Clinton added that a critical heart attack call requires both ambulances. Councilmember Crandall agreed. Administrator Fitzgerald said that is because a heart attack patient needs three personnel. Councilmember Snelson confirmed Springville staff serves as Mutual Aid to other communities. Councilmember Nelson asked how often Springville gets called out for Mutual Aid. Chief Clinton answered as often as they call us, we call them.

Chief Haight showed the proposed staffing model to achieve 6-minute response times 24/7 including night shifts staying in the newly completed dorms. Councilmember Snelson asked about a primary medic on staff 24/7. Chief Haight and Administrator Fitzgerald answered each shift will have two captains who are primary medic qualified. Councilmember Packard asked how to stop attrition and training and retraining. Chief Haight answered once the employees achieve full-time, they will stay. Administrator Fitzgerald, Councilmember Jensen, and Chief Haight explained the A, B, & C shifts who will always work together to build consistency and efficiency. Councilmember Nelson confirmed these changes will be in the proposed 2022 budget. Administrator Fitzgerald explained these full-time shifts will replace 12,000 part-time hours and greatly increase our stability and response time with an additional cost. Chief Haight said the impact to the budget will be \$250,000 annually and with a new grant writer, he anticipates getting the *Safer Grant* in June of 2021 for the fiscal year 2021-2022 which are partially funded by ARPA (American Rescue Plan Act of 2021). Councilmember Crandall asked if Springville City can reapply for this grant every year. Chief Haight answered it is a three-year grant with the understanding that the municipality is obligated to continue that staffing level. Councilmember Crandall asked if the city will step into the cost. Administrator Fitzgerald said this is the first step and eventually the full plan will



cost an additional \$2,000,000 per year. He believes that the American Community Survey in 2016 underestimated our community population and the 2020 U.S. census has corrected that.

Administrator Fitzgerald said realistically Springville City needs a six firefighter staff 24 hours per day and that is what will be stated when applying for the *Safer Grant* next year. Councilmember Nelson stated he is very supportive of this proposal to add firefighters to the Public Safety Department staff and the report is alarming. He asked staff to make sure this is a rolling process; planning for the next ten years, so there is not another emergency meeting. Administrator Fitzgerald agreed and said planning is hard because of the tightness of the job market. Many part-time firefighters have full-time jobs at other agencies and are being paid overtime at other short-staffed agencies. As far as better planning, the scheduled *Safer Grant* announcement was delayed from May until September, after the fiscal budget was voted on. Staff will prepare budget shifts within a month and analyze the long-term impact on next year's budget. Chief Haight complimented Chief Clinton's analysis of trends and statistics. Councilmember Nelson thanked the chief. Councilmember Crandall asked about continued staffing in 2022 and beyond. Councilmember Jensen said creating full-time positions will create Springville Firefighters. Administrator Fitzgerald said calling traditional volunteers to come back; meaning those in our community that are interested in fire/EMT response to return and respond to call-outs at night. Councilmember Packard expressed concern for the volunteers. Chief Clinton said it takes ten firefighters to process any fire call.

Councilmember Snelson said protecting citizens is an important function of government. Councilmember Packard said the council is in support of this proposal. Administrator Fitzgerald thanked the Council and said staff will get to work tomorrow.

Chief Haight concluded his discussion with a request to solicit donations for a canine unit in Springville City for the first time. He said elsewhere, he has run a canine program for 20 years and explained the request before the Springville police program is for a single purpose dog, drug detection only, not the mean dogs that bite and chase people although those dogs are pretty cool. He said the schools will love a drug detection dog. Councilmember Packard said this has been a priority for citizens for a long time. Administrator Fitzgerald said the budget allows for matching funds for donations for operational items without a budget burden. Councilmember Nelson asked about the cost. Chief Haight answered a typical police canine can cost up to \$10,000, trained through Utah Post for 6-10 weeks with continued weekly. Councilmember Nelson suggested asking for a cross-trained dog now. Chief Haight answered they are awesome, but a liability. He continued by saying *use of force* case law classifies a dog bite as *lethal force*. Councilmember Nelson prefers a drug dog. Councilmember Jensen said this dog could hang out at all parks, the library, and football games. Chief Haight suggested a floppy-eared dog. Councilmember Crandall thanked Chief Haight.

b) Discussion on Cherrington Park Plan - Troy Fitzgerald, City Administrator

Administrator Fitzgerald turned the time over to Director Neel who introduced the discussion by reviewing the marching orders he was given by the Council and the process of choosing the current property which will also house a three million gallon water tank. The concept plan is not concrete and came through discussion with other cities and contractors familiar with building parks and trails. There will be a public meeting following this meeting. Councilmember Nelson asked why a bike park is close to these homes and how Springville City ensures no encroachment on their property. Director Neel answered once a contractor is secured, the design process will determine the distance from property lines with public input. He said he knows residents are concerned the park will block their view and there needs to be a buffer zone. He believes staff should not move until there is a sense of comfort. Councilmember Nelson continued by noting there will be a three million gallon tank and this is a beautiful property, then asking if this is the best property for a bike park. Director Neel answered the proximity to the Bonneville Shoreline Trail and connectivity to Hobble Creek Canyon to work together to give people access. Councilmember Nelson suggested putting this bike park down in the Community Park even though that



park is in the flood zone. Director Neel said it still could be the case and was considered. That park is meant for recreation programming, meaning sports fields. He and Director Child conferred during the revision of the master plan to incorporate trails with the sports fields at Community Park and the bike park could definitely be part of that. He said Director Stapley would know more about the flood plain and that impact fees could be spent on a completely different type of park and at a different location. It is definitely something that could be back on the table. Councilmember Nelson concluded his questioning by asking Director Neel to push the park farther up to give a larger green space buffer between homes and bike riders. Director Neel answered that as Springville City comes together with a landscape architect and the design/build contractor for the bike park working together with the public, something that works well for the people and government purpose of building a bike park.

Councilmember Crandall asked about ownership and maintenance of the Bonneville Shoreline Trail. Director Neel asked Attorney Penrod, who answered that the BLM (Bureau of Land Management) owns the Bonneville Shoreline Trail and Director Neel has been in contact with many different entities concerning the Bonneville Shoreline Trail. Director Neel said there is a volunteer national parks group looking to develop the Bonneville Shoreline Trail from Brigham City to Santaquin and possibly Nephi, improving it, potentially giving dollars to the city if we meet some criteria. Councilmember Crandall noted that in the past residents could drive motorized vehicles on that trail and it was maintained better. Mayor Child explained it was maintained as a fire road so there cannot be cars on it anymore. Councilmember Crandall continued by stating cars driving on it would be a better fire break. Councilmember Snelson said car access died when the subdivisions were built up there. He stated Representative Curtis and Senator Romney are working together to enhance the BST (Bonneville Shoreline Trail). Councilmember Crandall repeated her maintenance question. Councilmember Snelson said volunteer organizations could maintain the trail. Councilmember Crandall asked if it is still maintained as a fire break. Administrator Fitzgerald interjected that this is an important discussion addressing BST maintenance because the city owns part of it. He said that as the Buildings and Grounds department updates its master plan with a trails component, standards of trail maintenance and resources will be addressed. There are no BST maintenance resources allocated in the current operational budget.

Councilmember Snelson returned the conversation to the bike park stating he assumes many communities have bike parks close to neighborhoods. Director Neel said some parks have more of a buffer. Councilmember Nelson said very few are right next to residential homes. Director Neel said some are in industrial areas and cited examples. Councilmember Nelson differed with Director Neel's opinion that the buffer at Eagle Mountain was similar to the proposed buffer in the concept plan for a Springville bike park. Councilmember Crandall asked if a trail system could connect to Community Park. Councilmember Snelson answered the Active Transportation Committee is working on trail connectivity and those things come together very well in the master planning process. Administrator Fitzgerald added the 1200 West trail goes through Community Park and connects to the Spanish Fork trail system and will eventually go north when Provo is willing. Councilmember Snelson reiterated the connectivity is in the planning stages. Councilmember Crandall suggested a bike park in the Community Park might be a good option. Councilmember Neel agreed.

Councilmember Nelson asked about 250 South connecting to Center Street. Administrator Fitzgerald answered the connecting road could be abandoned. Councilmember Nelson asked to circle back from a process perspective because he was surprised and wants to be engaged. Councilmember Packard added this location is preferred because of access to other trails, but citizen involvement is crucial because it is their neighborhood. Director Neel said well-spoken and he agreed. Councilmember Packard concluded by requesting the design includes rearranging activities and features so the neighborhood also enjoys this park. Director Neel agreed.

c) Discussion regarding Facility Use Agreements - Troy Fitzgerald, City Administrator



Mayor Child postponed this item.

4. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

- a) Discussion with Department Directors
- b) Mayor and Council Reports

There were none. Mayor Child asked for a motion to go into a closed session.

4. ADJOURNMENT

COUNCILMEMBER NELSON MOVED TO ADJOURN THE REGULAR MEETING AT 6:38 P.M. AND GO INTO A CLOSED SESSION FOR PROPERTY. COUNCILMEMBER PACKARD SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER CRANDALL	AYE
COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER NELSON	AYE
COUNCILMEMBER PACKARD	AYE
COUNCILMEMBER SNELSON	AYE

5. CLOSED SESSION

*The Springville City Council may temporarily recess the regular meeting and convene in a closed session as provided by Utah Code Annotated Section 52-4-205*

The City Council returned to the Work/Study Meeting at 6:44 p.m.

Mayor Child called the meeting to attention and turned the time over to Attorney Penrod, who introduced the discussion of the purchase of a property. He explained a property immediately north of fire station #41 is available for sale. It is 0.56 acres, the asking price is \$350,000 and an appraiser verified that price is in the market ballpark. He explained this lot could be a continuance of the Civic Center Campus, whether it become parking or some other amenity. He turned the time over to the Council.

COUNCILMEMBER NELSON MOVED TO PURCHASE THE PROPERTY AT 60 WEST CENTER STREET FOR \$350,000 AND TO AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT IMMEDIATELY. COUNCILMEMBER PACKARD SECONDED THE MOTION, AND THE ROLL CALL VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER CRANDALL	AYE
COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER NELSON	AYE
COUNCILMEMBER PACKARD	AYE
COUNCILMEMBER SNELSON	AYE

Mayor Child asked for a motion to adjourn.

COUNCILMEMBER SNELSON MOVED TO ADJOURN THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:44 P.M. COUNCILMEMBER PACKARD SECONDED THE MOTION, ALL VOTED AYE.





*This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, OCTOBER 12, 2021.*

*I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy 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, OCTOBER 12, 2021.*

DATE APPROVED: November 16, 2021

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Jennifer Grigg  
Deputy Recorder

