

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
November 18, 2021
7:00 P.M.**

PRESENT:	Tyler Vincent	Mayor
	D.J. Bott	Councilmember
	Alden Farr	Councilmember
	Joe Olson	Councilmember
	Robin Troxell	Councilmember <i>arrived at 7:03 p.m.</i>
ALSO PRESENT:	Christina Boss	City Recorder
	Dave Burnett	Public Power Director
	Mike Christiansen	City Attorney
	Paul Larsen	Community & Economic Development Director
	Mike Nelsen	Police Chief
	Derek Oyler	Finance Director
	Melisa Pehrson	Event Coordinator
	Tyler Pugsley	Public Works Director
	Jason Roberts	City Administrator
	Kristy Wolford	Community Activities & Services Director
EXCUSED:	Tom Peterson	Councilmember

Mayor Vincent called the meeting to order at 7:00 p.m. The Reverence Period was given by Bishop Hepworth and the Pledge of Allegiance was recited. Mayor Vincent excused Councilmember Peterson who was out of town.

AGENDA

RECOGNITION OF EMPLOYEES

New Hires in Fire Department and Community Activities & Services

CONSENT

Request for Approval of November 4, 2021 Work Session and City Council Meeting Minutes

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections

SCHEDULED DELEGATION

Youth City Council Presentation Supporting Swings in Parks

**PUBLIC COMMENTS FROM BRIGHAM CITY RESIDENTS AND THOSE PAYING
PROPERTY TAXES IN BRIGHAM CITY**

COUNCILMEMBER COMMENTS

ACTION ITEMS

Consideration of Ordinance Amending Title 3.03 Brigham City Facilities

Consideration of Resolution Authorizing Mayor to Renew Declaration of a Local Emergency

DISCUSSION ITEMS

City Hall Generator Project

**ADJOURN TO CLOSED SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE
OF REAL PROPERTY**

RECOGNITION OF EMPLOYEES

Mayor Vincent recognized the following newly hired employees:

Nate Newman	Firefighter Paramedic
Carl Nielsen	Recreation Supervisor
Amanda McLean	Recreation Specialist II (part time)

CONSENT

Approval of November 4, 2021 Work Session and City Council Meeting Minutes

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections

A list of accounts totaling \$1,623.09 was presented to be removed from the City's system due to customers taking out bankruptcy or being sent to collections.

MOTION: A motion to approve the Consent agenda was made by Councilmember Bott, seconded by Councilmember Olson, and carried unanimously.

SCHEDULED DELEGATION

Youth City Council Presentation Supporting Swings in Parks

Mayor Vincent recognized Linda Baugh for her work with the Youth City Council (YCC). Katelyn Dalton and Katia Hadfield came to the podium and presented the YCC's Swings in Parks Project. The first park project would replace aging equipment with new and all accessible swings at Constitution Park. A series of swing set layouts were presented along with estimates for the equipment. The YCC is currently working on a budget and has received a sponsorship commitment from the Rotary Club. There was a discussion on the risks associated with swings in the parks. Mr. Roberts spoke with the City's risk insurance company and confirmed the City is permitted to have swings in the parks. Councilmember Olson suggested contacting a local manufacturer for the equipment. The YCC received the City Council's support for the proposed changes to the parks. Mr. Roberts asked that the YCC work with City staff on the project.

PUBLIC COMMENTS

There were no public comments.

COUNCILMEMBER COMMENTS

Councilmember Farr – attended an Advisory Council on Aging meeting and advised that Meals on Wheels delivery drivers are greatly needed.

Councilmember Olson – commented on YCC's hard work on the parks project.

Councilmember Troxell – stated CERT is working on their 2022 monthly meeting dates and on their emergency response preparedness training classes.

Mayor Vincent – attended the Habitat for Humanity dinner with Councilmember Bott. He commented on Public Works setting up the Christmas Village and noted Daniel Kennedy's involvement in the refurbishment of some of the Christmas houses. During the Thanksgiving holiday, Mayor Vincent challenged the community to focus on giving thanks for the blessings over the past couple of years and to be thankful for our community and the support citizens have shown to one another.

ACTION ITEMS

Consideration of Ordinance Amending Title 3.03 Brigham City Facilities

Mr. Roberts presented issues with the rental of the Community Center including lack of renter supervision, and damage to equipment and the facility. With the recent remodel and future rental of the facility, and the upcoming remodel of the kitchen, these issues are of concern. Current Community Center rental fees are \$20/hour which would not cover damage to the facility/equipment, or staff time.

Mr. Roberts raised additional concerns regarding City subsidization of the Community Center rental and possible competition with the Academy Building. Ms. Wolford came to the podium in support of Community Center rentals but with an increased rental rate due to the improvements made. There was a discussion on the two venues and the types of events each venue draws. Ms. Wolford confirmed that once

the Community Center kitchen has been remodeled, only ServSafe certified renters would be allowed to use the kitchen. There was Council support for increasing the rental rates and for charging a deposit.

With respect to the Academy Building, Ms. Pehrson came to the table and reviewed comparable venue rates for facilities within a 50-mile radius of Brigham City. The proposed Chapter 3.03 fee schedule and language changes were displayed, and Ms. Pehrson went over the changes.

Mr. Roberts asked for guidance on bringing a Community Center fee schedule back to the City Council for consideration. Councilmembers asked for a breakeven rate. There was a discussion on having different rates for non-residents for both the Community Center and the Academy Building.

Mr. Christiansen suggested that if the Community Center was made available for rental subject to a security deposit, a user agreement with a termination section be considered.

MOTION: Councilmember Olson made a motion to approve the Ordinance amending Title 3.03 Brigham City Facilities including the new fee schedule. The motion was seconded by Councilmember Bott. Mr. Roberts asked that the motion be amended to make the Ordinance effective January 1, 2022 and to exclude any existing reservations. Councilmember Olson amended his motion and Councilmember Bott seconded the amended motion.

Roll Call:	Councilmember Troxell	Aye
	Councilmember Olson	Aye
	Councilmember Bott	Aye
	Councilmember Farr	Aye

Ms. Wolford asked for confirmation regarding Community Center rentals. Councilmembers supported delaying rentals until the item is brought back to discuss fees and usage, and until the kitchen remodel has been completed.

Consideration of Resolution Authorizing Mayor to Renew Declaration of a Local Emergency

Mr. Roberts stated the reason for the Declaration was to allow for electronic meetings without a quorum at the anchor location in case several Councilmembers are exposed to COVID-19 at the same time. This Resolution would extend the Declaration another thirty days.

MOTION: Councilmember Bott made a motion to approve the Resolution authorizing the Mayor to renew the Declaration of a Local Emergency. The motion was seconded by Councilmember Olson.

Roll Call:	Councilmember Farr	Aye
	Councilmember Bott	Aye
	Councilmember Olson	Aye
	Councilmember Troxell	Aye

DISCUSSION ITEMS

City Hall Generator Project

Mr. Roberts stated Staff was not prepared for the direction this discussion went in a previous meeting. To provide additional information to the Council, he presented a timeline of the project history.

- October, 2018 – City applied for a \$412,000 grant for generator power to sewer lift stations and City Hall
 - City Hall plan included the proposed location due to concerns with canine unit training and future building addition location

- July, 2019 – generator project was included in the budget before the grant was awarded
- September, 2019 – grant was awarded
- July, 2020 – the project was included in the budget but was disrupted by COVID-19
- October, 2020 – site plans and electrical design completed
- April, 2021 – final design completed for all four generators
- July, 2021 – the project was included in the budget
- October, 2021 – bid awarded for sewer generators

Mr. Roberts noted facility upgrades to City Hall have been over \$1 million in the past few years.

There was a discussion on the necessity of City Hall being powered during an emergency. Mayor Vincent confirmed that the Fire Station was the emergency operations center (EOC), but the generator would power things at City Hall needed by the EOC.

Mr. Roberts stated the project is under budget and explained the next bid was \$258,000 higher than the low bid. Staff feels if the project goes back out to bid, there is a chance it will be more expensive. Because the project is under budget, Staff feels it is within the purview of Administration to move forward.

Mr. Roberts informed the Council that the City applied for a \$10.5 million grant to replace the penstock lines on the hill. Staff does not want to jeopardize receiving that grant because of a generator project delay.

Councilmembers supported the plan as presented in the November 18, 2021 meeting.

MOTION: Councilmember Farr made a motion to move forward with the generator project as presented. The motion was seconded by Councilmember Bott and carried unanimously.

ADJOURN TO CLOSED SESSION

A motion to adjourn to a closed session to discuss the purchase, exchange or lease of real property was made by Councilmember Olson and seconded by Councilmember Bott. A roll call vote was taken with all Councilmembers voting aye. The meeting adjourned to a closed session at 9:06 p.m.

The Council returned to an open meeting at 9:23 p.m. and adjourned.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the November 18, 2021 City Council Meeting.

Dated this 6th day of December, 2021.

Christina Boss

Christina Boss, Recorder