

City of Washington Terrace

Minutes of a Regular City Council meeting

Held on December 6, 2021

City Hall, 5249 South 400 East, Washington Terrace City,
County of Weber, State of Utah

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member F. Carey Seal
Council Member Jeff West
Council Member Larry Weir
Council Member Scott Barker
Council Member Randy Ferlin
Finance Director Shari Garrett
Public Works Director Jake Meibos
Fire Chief Clay Peterson
Recreation Director Aaron Solomon
City Recorder Amy Rodriguez
City Manager Tom Hanson

Others Present

Jill Christiansen

1. COUNCIL RETREAT CONTINUATION

3:00- 5:30 P.M.

Council held a continuation of the Council Retreat was held at the Public Works Shop located at 575 East 5600 South, Washington Terrace. Strategic Planning and Council Priorities were discussed.

MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member F. Carey Seal
Council Member Jeff West
Council Member Larry Weir
Council Member Scott Barker
Council Member Randy Ferlin
Finance Director Shari Garrett
General Planner Tyler Seaman
Public Works Director Jake Meibos
City Recorder Amy Rodriguez
City Manager Tom Hanson

Others Present

Charles and Reba Allen, Loralie Gars, Bon Jenkins, Arlo McKee, Jill Christiansen, Amy Morgan, Amy Miller, Ed Simone, Tony Dekazos, Darvin Phillips, Steven Phillips, Deborah Phillips, T.R. Morgan, Blair Brown

2. ROLL CALL

6:00 P.M.

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51 **3. PLEDGE OF ALLEGIANCE**

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53 **4. WELCOME**

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55 **5. CONSENT ITEMS**

56 **5.1 APPROVAL OF AGENDA**

57 **5.2 APPROVAL OF NOVEMBER 16, 2021 MEETING MINUTES AND NOVEMBER 19,**
58 **2021, COUNCIL RETREAT MINUTES**

59 Items 5.1 and 5.2 were approved by general consent.
60

61 **6. CITIZEN COMMENTS**

62 Lorelie Gars, representing the Bonneville that Cares Program, thanked the Mayor , Council, and staff for
63 their support of the program. She stated that the City has been a part of the park installations on the park
64 prevention programs in the community. She presented the City with a plaque of appreciation. She stated
65 that the Program has garnered a lot of support.
66

67 Amy Miller, representing the United Methodist Church, stated that they had a “make it and take it” event
68 last week. She stated that 75 percent of the people who participated were from the community. She stated
69 that they hold free basketball on Saturdays. Miller stated that the food bank has asked for “pantry packs”
70 this year. She stated that this will be coming up in January. Miller left flyers that outlined the events that
71 are coming up in the community.
72

73 Blair Brown stated that the Landlords in the City represent 2500-3000 people in the City. He stated that
74 recent actions to raise the licensing fee from \$10.00 to \$40.00 hurts residents. He stated that there were
75 no explanations or notice. He is asking for a meeting with the Council to understand the “why”. Brown
76 stated that he is asking for Council to meet with the landlords to consider reductions. Brown stated his
77 concerns, noting that Ogden charges less per unit. He stated that he does not understand why the first unit
78 is \$102.00. He stated that the nursing homes fees were doubled, yet the landlords were quadrupled.
79

80 Arlo McKee stated that he is a property manager in the Terrace. He stated that he is concerned as well
81 about the increase. He stated that the increase is passed on to their residents in their units. He stated that
82 he doesn’t understand how a 450 percent increase is justified and asked for Council to reconsider.
83 He stated that he believes it is wrong.
84

85 Bob James, the owner of James Place Apartments also inquired as to why the cost was increased. He
86 stated that he would like to know where the money is spent. He stated that he feels there is no service
87 coming out of the Sheriff’s Office and wants to know why we are paying them. He wanted to know
88 where the \$45.00 increase is coming from. He stated that he wants justification.
89

90 Darwin Phillips reiterated what has been stated and would like to know how the tax increase came about.
91 He stated that he would like to know where the money is going. He stated that the City promoted the
92 Good Landlord Program and he does believe the Program works.
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94 Steven Phillips stated that he is a landlord in the Terrace and stated that a 450 percent increase is not in
95 keeping with affordable housing. He stated that it would be passed on to the resident. He stated that
96 raising this fee will increase rents. Phillips stated that he is raising property values in the city and he is
97 requesting that a meeting be held to discuss this topic.
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7. **COUNCIL/STAFF RESPONSE AND CONSIDERATION TO CITIZEN
COMMENTS**

Mayor Allen thanked Amy Miller and her congregation for all that they do in the community.

Council Member Barker stated that the City held work sessions on the issue as well as Council meetings that were noticed. He stated that the Council looked at the expenses that were incurred and the discounts that were given to the program participants, and it was found that the rest of the City was making up the difference of what could have been received if the full amount was charged. He stated that it was not fair that the rest of the city was paying to subsidize property owners of rental apartments to cover the calls for service. He stated that there are too many calls for service to rental properties and the Sheriff contract cost increases every year. Council Member Barker stated that he is not opposed to having a discussion as to why council made the vote, but wanted to make it clear that the original discussions were properly noticed. He stated that it would have to be a civil discussion but is not opposed to having a meeting. He stated that solutions can be discussed but it has to be equitable for all residents in the city. He stated that the good landlord program was not working for the good of the city, noting that we have one of the highest calls for service in the county and many of the calls are going to rental properties.

Council Member West stated that a meeting would be welcomed. He stated that there were several meetings that were noticed. He noted that he understands that it is \$3.00 a month for the renter, but it was costing the city more to run the program.

Hanson stated that he spoke with several landlords today. He stated that he discussed disproportionate fees. He stated that he welcomes any calls from property owners and he will walk through the analysis and explanation of the changes. He stated that he also welcomes a meeting with Council if that is what the Council wishes. Hanson stated that we could have done a better job with getting an explanation out to landlords on the increase. Council Member Barker stated that we need to work towards a solution. He stated that he understands their issues, but he also understands the city's issues and would like to work towards a solution.

Mayor Allen stated that we have had several meetings on this issue, as well as discussions on disproportionate fees. He stated that there are a lot of numbers to review. He stated that the Good Landlord Program was not reducing calls for service in the Terrace. He stated that Council decided that a smaller discount would be fair for both the landlords and the city. He stated that he encourages one on one meetings with Hanson and if that is not satisfactory we can meet as a group.

Brown stated that he would still like a meeting with the Council. Mayor Allen stated that a date and time will be set up and Council can meet with the Landlords if they still chose. Hanson stated that a letter will be going out to landlords explaining the intention of the change.

8. **NEW BUSINESS**
**8.1 PRESENTATION: RECOGNITION OF COUNCIL MEMBER LARRY D. WEIR
FOR HIS SERVICE AS COUNCIL MEMBER**

Mayor Allen Recognized Council Member Larry Weir for his service to the community. Council Member Weir served as a Planning Commissioner for 6.5 years before joining the Council and served 4 years as a Council Member. He thanked Council Member Weir's wife Ann as well, stating that she has supported Council Member Weir and the City throughout his service. Hanson thanked Council Member

Weir on behalf of staff and stated that we all appreciate his service and that he will be a big part of the City. Council Member Weir stated that this is the best staff that he has worked and enjoyed his time serving the City.

**8.2 MOTION: APPOINTMENT OF COUNCIL MEMBER CAREY SEAL
TO SERVE AS THE REPRESENTATIVE OF WASHINGTON TERRACE ON THE
MOSQUITO ABATEMENT BOARD**

Mayor Allen nominated Council Member Seal to serve as the representative of Washington Terrace on the Mosquito Abatement Board. Council Member Seal accepted the appointment.

**Motion by Council Member Barker
Seconded by Council Member Weir
To approve the appointment of Council Member Carey Seal
To serve on the Mosquito Abatement Board
Approved unanimously (5-0)**

**8.3 MOTION: APPOINTMENT OF PLANNING COMMISSIONER TO FILL
A VACANCY ON THE PLANNING COMMISSION**

Mayor Allen recommended appointing Amy Morgan to serve on the Planning Commission to fill a vacancy that was left this year. She will finish out the two year term.

**Motion by Council Member Weir
Seconded by Council Member West
To appoint Amy Morgan to
Serve on the Planning Commission
Approved unanimously (5-0)**

**8.4 MOTION: TO APPROVE THE USE OF AMERICAN RESCUE PLAN ACT (ARPA)
FUNDS**

Garrett stated that the ARPA funds are distributed to local governments to aid in COVID-19 relief and recovery.

Garrett stated that the City received ARPA monies for over a million dollars, which will be distributed to us in two tranches. She highlighted some of the eligible uses for the funds, which included supporting public health expenditures, replace lost public sector revenue, provide premium pay for essential workers, and invest in water, sewer, and infrastructure. She stated that staff looked at the priorities and objectives of the City that have already been established. She stated that staff recommends using the full allocation to invest in water and sewer infrastructure as part of the TCIP plans.

Garrett stated that the first project is RR-10, 5200 South Infrastructure project. She stated that the project includes restructure of the entire surface, underground, sanitary sewer component, and water line replacement. She stated that ARPA money will be used for eligible water and sewer components, and then transfer the equivalent of the funds that was allocated for the project area (around \$719,000) to complete the road and complete the project. She stated that the funding sources for RR-10 consist of ARPA funds for the water and sewer components, the transfer of the equivalent funds to roads, and \$240,000 of the property taxes that were raised to help with the TCIP projects through T&T this year. She noted that roads fund balance will also be used.

Garrett stated that Council will receive the annual report this month which shows all the balances as of July.

Garrett stated that we should be able to get through the three road projects in a timely manner, which is critical. Garrett highlighted another project, RR-24, which is another road reconstruction project. She stated that the concept is the same, use the ARPA funds for water and sewer portions, and move the equivalent of funding over to roads to complete the project.

Garrett stated that the numbers will shift around as bids and change orders come in.

Garrett stated that RR-4F, which is the 300 West road project, will be funded in 2023 if there is funding left over from ARPA, but it will ultimately be decided as to how the first two projects are priced.

Garrett stated that the movement of the monies from utility fund to road funds will require a public hearing. She stated that the monies will be moved over one time and then the ARPA funds will be put into the utility funds once received.

Garrett stated that water and sewer have been high priority projects and staff recommends using the ARPA funds for these reconstruction projects. She stated that the ARPA funds afford us a way to complete the projects in whole.

Council Member West stated that the 5200 South area has been a problem area with infrastructure issues and this will allow us to do a complete reconstruct.

Meibos stated that the timing has been key in getting the project completed. He stated that there have been infrastructure issues, but we did not have a way to pay for the roads and this option allows for a complete project.

Garrett stated that the public hearing will be noticed in the January 2022 bills. She stated that the hearing will be held on the second meeting in January.

Motion by Council Member West

Seconded by Council Member Seal

To approve the use of the American Rescue Plan Act (ARPA) funds

As described

Approved unanimously (5-0)

8.5 MOTION/RESOLUTION 21-31: APPROVAL OF THE ANNUAL MODERATE INCOME HOUSING PLAN

Hanson stated that the Moderate Income Housing Plan is to be updated yearly. Hanson stated that we are doing things regularly to help with Moderate Income Housing within the City.

Motion by Council Member Seal

Seconded by Council Member Weir

To Approve Resolution 21-31

To approve the 2021 Annual Moderate Income Housing Plan

Approved unanimously (5-0)

Roll Call Vote

8.6 MOTION: APPROVAL OF THE UPDATES TO THE EMERGENCY RESPONSE PLAN IN ACCORDANCE WITH AMERICAN WATER INFRASTRUCTURE ACT

Remington stated that the American Water Infrastructure Act requires that the updates are approved by City Council by the end of the year. He stated that the updates need to line up with the required Hazzard Assessment of the water system that was completed in June.

Remington stated that the updates are related to the public water supply and are protected documents that had been provided to Council and include: Physical attack on the Water System, Earthquake response and recovery, Emergency Response to Accidental Contamination, Emergency Response to Tornado or High Winds, Emergency Response to a Power Outage, and Emergency Response to Cyber Attack on the

SCADA System.

Hanson stated that the Emergency Operations Plan will be sent to Council as requested. Hanson stated that the documents are to be kept secured and be treated as such.

**Motion by Council Member West
Seconded by Council Member Seal
To approve the updates to the Emergency
Response Plan in accordance with the American
Water Infrastructure Act
Approved unanimously (5-0)**

**8.7 DISCUSSION/MOTION: APPROVAL OF GRANT APPLICATIONS AND
MATCHING FUNDS FOR THE COUNTY FUNDED AMERICAN RESCUE
PLAN ACT (ARPA) GRANTS**

Hanson stated that the City has applied for grants offered by the state for uses as described by Garrett concerning ARPA grants. He stated that we were unsuccessful in receiving the grants. Hanson stated that Weber County has made 50 million dollars in funding available for county projects. Hanson stated that he would like to apply for two grants. He is asking Council for approval to apply for an AMI radio meter read system for \$500,000, with a 20 percent match from the City. He stated that it helps to identify a water leak quickly, which would help the vulnerable population by letting them know when they have a water leak early in the process.

Hanson stated that the other grant that he would like to apply for with Council approval is for middle mile broadband loop and leverage that to make it more comfortable for a fiber optic company to come into the City. He stated that the grant would be for one million dollars, with a 20 percent match to maximize the grants.

Council Member Seal asked if the matching funds are available. Hanson stated that we would need to strategize how to fund the project if the grant is received. He stated that options include using general fund capacity, capital funds, water funds, or bond for the \$200,000.

**Motion by Council Member Barker
Seconded by Council Member Ferlin
To approve the two grant applications and matching funds
For the county funded American Rescue Plan Act (ARPA) Grants
Approved unanimously (5-0)**

**8.8 DISCUSSION/MOTION: APPROVAL OF THE CONSOLIDATED PLAN –
CAPITAL INVESTMENT PLAN PROJECT PRIORITIZATION**

Rodriguez stated that Council must approve a Capital Investment Plan ranking top priority projects that are eligible for the CDBG grant. This list is submitted to the state as part of our ranking and rating system for the grant. Rodriguez stated that under the Fire heading, the number one projects for this year are equipment which consists of helmets, turn out gear, and radios. She stated that the project is estimated at \$67,000. The City can apply for up to \$250,000 in CDBG grant money, so the City will also be applying for either the AMI radio antennae system, (ranked number 1 priority), or a continuation of this year's project which involves water valve replacements throughout the City. This has been ranked number 2 on the priority list this year for the CDBG grant.

Motion by Council Member Weir

295 **Seconded by Council Member Barker**
296 **To approve the Consolidated Plan-Capital Investment Plan Project Prioritization**
297 **For the CDBG grant**
298 **Approved unanimously (5-0)**
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300 **8.9 MOTION: APPROVAL OF THE 2022 ANNUAL MEETING SCHEDULE**

301 Rodriguez stated that in accordance with State law, the Council must adopt a meeting schedule which
302 will be posted for the upcoming year. The schedule was sent in the Council Packet for review. It lists our
303 meeting schedule for the first and third Tuesday of each month, with the exception of December where
304 there is typically only one meeting. It also sets the Planning Commission meeting as the last Thursday of
305 each month, unless it lands on a holiday, in which case it will be the Thursday before.
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307 **Motion by Council Member Barker**
308 **Seconded by Council Member West**
309 **To approve the annual meeting schedule**
310 **Approved unanimously (5-0)**
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313 **9. COUNCIL COMMUNICATION WITH STAFF**

314 Council Member West wished a Merry Christmas to staff.
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316 Council Member Barker asked if there would be a dinner with the Planning Commission to show
317 appreciation to the Commission. Council Member Barker stated that the VIPS truck will be ready this
318 weekend. He stated that the Program will officially start in the Terrace. Council Member Barker stated
319 that the students at Bonneville would like to meet again to discuss projects with the City. He stated that
320 they would like to have the Laker anchor in front of City Hall.
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322 Council Member Ferlin stated that the students have been doing a great job in keeping the City in the
323 loop on events and would like everyone to support the events when possible.
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325 Mayor Allen wished everyone a safe and happy holiday.
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327 **10. ADMINISTRATION REPORTS**
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329 Hanson stated that he would like to Council portraits on January 4th at 4:30 p.m.
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331 **11. UPCOMING EVENTS**

332 **December 11th: Candy Cane Run !** 

333 **December 24th: City Offices closed for Christmas Holiday**

334 **December 31st: City Offices closed for New Years**

335 **January 4th: Swearing in Ceremony of newly elected officials 5:00 p.m.**

336 **January 4th: City Council Work Session 5:15 p.m.**

337 **January 4th: City Council Meeting 6:00 p.m.**
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339 **12. MOTION: ADJOURN INTO CLOSED SESSION**
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341 The Closed session was not necessary and was deleted from the agenda.
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343 **13. ADJOURN THE MEETING: MAYOR ALLEN**

344 **Motion by Council Member Barker**

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**Seconded by Council Member Weir
To adjourn the meeting
Approved unanimously (5-0)
Time: 7:38 p.m.**

Date Approved

City Recorder