

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, April 12, 2022, AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

Elected Officials in Attendance: Liz Crandall
Craig Jensen
Jason Miller
Mike Snelson
Chris Sorensen

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, City Recorder Kim Crane, Deputy Recorder Jennifer Grigg, Community Development Director Josh Yost, Facilities Superintendent Dave Ashton, Public Works Director Brad Stapley, Assistant Public Works Director/City Engineer Jeff Anderson, Golf Pro Craig Norman, Police Chief Lance Haight, Emergency Preparedness Coordinator Joanna Larsen, Library Director Dan Mickelson, Power Director Leon Fredrickson, Administration Director Patrick Monney, Recreation Director Stacey Child, Chairman of the Art Association Jay Hansen and Museum of Art Director Dr. Rita Wright.

CALL TO ORDER

Mayor Packard welcomed everyone and called the meeting to order at 5:31 p.m.

COUNCIL BUSINESS

1. Calendar

- Apr 14 - Spring Budget Meeting 4:00 p.m.
- Apr 19 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- May 03 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

2. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked to alter the order of these presentations and invited Director Wright to introduce Jay Hansen.

b) Springville Museum of Art Association Annual Report - Rita Wright, Museum of Art Director, and Jay Hansen

Director Wright introduced Jay Hansen, chairman of the Springville Museum of Art Association. Mr. Hansen presented the Annual Report of the Springville Museum of Art Association by explaining that the association has been collecting art since 1903, owns the collection and it is currently valued at \$14 million. Mayor Packard asked about insurance. Director Wright answered it is a separate fine art insurance policy just on the permanent collection. Mr. Hansen explained the financial statements were complicated at the beginning of the tenure of Director Wright. He created a simple format for financial statements to enhance transparency. He continued by reviewing the current financial statement. He said

the value of the art is confusing and referenced the professional organization AAM (American Alliance of Museums) who recommended not including the art on the financial statement. He continued explaining the finances and answering questions.

Mr. Hansen continued by saying Jacquelynn Sokol, the Association Development Director/Fundraiser, has done a great job increasing memberships and corporate sponsorships. He described some recent acquisitions, donations, and challenges including the lack of storage. The association is also updating the corporate documents. Councilmember Snelson recommended councilmembers attend a tour of the museum. Mayor Packard expressed appreciation to the association, Director Wright, and Administrator Fitzgerald for this update and said the museum is a real gem. He encouraged the museum staff to participate in the PAR committee.

a) Public Safety Incident Command System - Lance Haight, Public Safety Director

Chief Haight started his presentation by introducing Joanna Larsen, Emergency Preparedness Coordinator, who is very qualified and educated. He explained that an ICS (Incident Command System) helps multiple agencies work together during emergencies. It is flexible and scalable. Important aspects of an ICS include the chain of command, resource management communication, and common terminology. It is structured into functional areas including finances and logistics. He continued by describing the details and said the first person responding to a scene is the incident commander. Administrator Fitzgerald added that elected officials and other staff can act as leaders of different types of incidents. He said Springville averages one large-scale event per year. Chief Haight said the incident commander has the expertise to handle the specific event. Dispatch needs to know who the incident commander is. Administrator Fitzgerald said when an event involves federal land; the incident command is handed off to that authority. Councilmember Sorensen explained handing off command at the school district. Joanna Larsen noted schools have a memorandum of understanding with the Red Cross. Springville City maintains command in most incidents except when the incident involves federal land. Chief Haight listed members of the command staff and the other types of staff.

He explained NIMS (National Incident Management System) compared to ICS including funding requirements and practice exercises. He also listed more acronyms. Administrator Fitzgerald noted the multipurpose room is our emergency operation center.

Chief Haight explained that elected officials must ensure the continuity of government, resolve resources, request assistance, and activate legal authorities. Administrator Fitzgerald described the Wing Fire and others and deciding on the costs, expenses, and who is responsible on the spot. Joanna Larsen said the goal is to practice incident command a few times. Administrator Fitzgerald explained the operations and policy side of the incident command room. During a major emergency, the priority of employees is to take care of family and then report to the city.

Councilmember Snelson clarified the fluidity of command locations based on incident size and availability. Mayor Packard asked who decides evacuations. Administrator Fitzgerald said an incident commander has the authority. Chief Haight explained different situations. Administrator Fitzgerald said the plan is being rewritten. Councilmember Sorensen noted each school has an evacuation plan. Chief Haight said in his experience the most important task is to establish command.

He continued by explaining the Mountainland Association of Governments Pre-Disaster Mitigation Plan which covers Wasatch, Utah, and Summit Counties. Administrator Fitzgerald said Springville City has no mobile command center. Mayor Packard asked about training. Chief Haight asked everyone to take the training online. Director Monney noted there is an independent power system in the Civic Center. Councilmember Sorensen asked how elected officials and staff are contacted during an incident. Administrator Fitzgerald said it depends on the circumstance and texting is better when bandwidth is limited. Mayor Packard noted prioritizing certain services and explained the Government Emergency Telecommunications Card. Joanna Larsen suggested getting signed up and added the Everbridge

system has a prioritizing throttling system. Administrator Fitzgerald added information will go out to employees as well. Director Monney said the software is specific and sophisticated. Administrator Fitzgerald said FEMA will not show up for at least 72 hours and neighboring communities will be just as busy so our resources need to be available. Councilmember Sorensen asked about CERT. Chief Haight answered that they report to the incident commander and are a resource to first responders. Administrator Fitzgerald said staff must keep volunteers safe. Joanna Larsen added that a volunteer attended a class on management and received a kit. Participating in the citywide drill helps with rapid assessment. Administrator Fitzgerald said that post-emergency, record keeping for funds from FEMA is very important. Councilmember Snelson asked about HAM operators. Joanna Larsen answered the report from the SCATeam (Sheriff's Communication Auxiliary Team) Member arrives monthly. Chief Haight said CERT does a good job putting on a disaster drill annually and that stakes and wards are now called sectors and zones. He suggested the drill be expanded to make it a true city drill.

Mayor Packard asked staff for reports. Director Stapley said the 3 million gallon tank floor will be replaced with a continuous concrete pour starting at 2:00 a.m. next Tuesday, which is against the noise ordinance. A resident asked for a hotel. Council discussed and decided against it. Councilmember Sorensen asked for an explanation from the mayor. Administrator Fitzgerald said there is a policy.

Director Fredrickson pointed out that the Utility Board is at 6:30 a.m., Wednesday in this room.

4. CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by UCA 52-4-205.

COUNCILMEMBER MILLER MOVED TO ADJOURN THE WORK/STUDY MEETING AT 6:44 P.M. AND GO INTO A CLOSED SESSION FOR PROPERTY. COUNCILMEMBER CRANDALL SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER CRANDALL	AYE
COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER MILLER	AYE
COUNCILMEMBER SNELSON	AYE
COUNCILMEMBER SORENSEN	AYE

3. ADJOURNMENT

COUNCILMEMBER SORENSEN MOVED TO ADJOURN THE WORK/STUDY MEETING AFTER THE CLOSED MEETING AT 7:35 P.M. COUNCILMEMBER SNELSON SECONDED THE MOTION, AND ALL PRESENT VOTED AYE.

*This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, April 12, 2022
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, April 12, 2022.*

DATE APPROVED: _____

Jennifer Grigg
Deputy Recorder