



**MINUTES**

**March 22, 2023**

**Oakley City Council  
Regular Meeting 7:00 PM  
Oakley City Hall**

**Zoom Meeting Platform  
Meeting ID 820 258 4629  
Passcode 777869**

**Anchor Location: 960 West Center Street, Oakley UT 84055**

**In Attendance:**

**City Administration:** Mayor Zane Woolstenhulme, Councilmembers: Joe Frazier, Kelly Kimber, Tom Smart; Steve Wilmoth; Councilmember Dave Neff (Absent)

**City Staff:** City Recorder, Amy Rydalch.

**Members of the Public in Attendance:** Clayton Query

**Zoom Attendance:** Emily Quinton, Krista Kelly, Deb Sheldon, Garcia (Screen Names)

1. **Mayor Woolstenhulme** Opened the meeting.
  - a. **Councilmember Kimber** offered the invocation.
  - b. **Councilmember Smart** led the Pledge of Allegiance.
  
2. **PUBLIC COMMENT: Mayor Woolstenhulme** opened the meeting for public comment and explained the parameters under which members of the public were welcome to participate.

Public comment received: NONE.

3. **Approval of the Consent Calendar.**
  - a. Minutes – Scratched
  - b. Invoice Register 2/20-2023 thru 3/20/2023.

- c. Food Bank Annual Lease Renewal
- d. Financial Report – All funds including Arena Analysis

Councilmember Wilmoth motioned to approve the consent calendar. Councilmember Smart seconded the motion. All voted in favor. Consent Calendar Items were approved.

#### 4. RENEWABLE ENERGY PROGRAM – EMILY QUINTON, SUMMIT COUNTY COORDINATOR

Mayor Woolstenhulme introduced Ms. Quinton and turned the time over to her for her presentation.

Ms. Quinton summarized the City's participation in the renewable energy program and updated the Council on the current progress of the program. Oakley City is one of 18 cities that are working with Rocky Mountain power to develop the program. Goal is to make net 100% renewable electricity a choice for residents and businesses. 100% net means that on an annual basis consumption equals renewable generation on the power grid. One year ago, the City joined the Interlocal cooperative. Councilmember Frazier is the City's representative. The agency has made good progress toward completing the program application that will be filed with the Public Service Commission. Items still being worked through are the renewable energy sources, their acquisition, how to bring those sources online, and how not to shift any of those costs to non-participating customers.

Ms. Quinton reviewed the steps that are necessary for eligibility and where the City is in the process. Communities that wish to remain eligible will need to approve a utility agreement that will be included in the application. Each participating community will need to sign this agreement.

Councilmember Kimber asked about the costs to be incurred by Oakley City. Ms. Quinton explained that if the program is approved and Oakley adopts the program, the cost will be for the two mailers to inform customers in Oakley City of the program and how to opt-out should they choose to do so. The incremental cost to participating customers is still to be determined but will be known before the City looks to adopt the program. (Discussion that the mailing cost was thought to be approximately \$1400).

Councilmember Frazier motioned to have the Mayor sign and execute the utility agreement when made available by the Interlocal Cooperative. Councilmember Wilmoth seconded the motion.

Further Discussion: Councilmember Kimber voiced concern about committing prior to known costs. Discussion that this is a step to move forward and the city will be given a final opportunity to decide once costs are known before final participation. Councilmember Wilmoth stated that by moving

83 forward it brings choice to our community. Not participating automatically eliminates the choice for  
84 Oakley residents.

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86 **Mayor Woolstenhulme** called for a vote. **All voted in favor. Motion passes.**

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89 **5. WATER REGULATIONS – 1<sup>ST</sup> READING**

90 **City Recorder Rydalch** directed the Council to the changes in the draft regulations prepared by  
91 Planning Commissioner Evans. The changes were based upon comments from the previous  
92 meeting. She indicated that Water Operator Hansen has reviewed these regulations and has  
93 brought his comments to Commissioner Evans who has incorporated his changes.

94 Administrative staff is still reviewing the regulations for implementation and process and will  
95 have recommendations at the next reading.

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97 **Mayor Woolstenhulme** then directed Council to the email sent earlier from Commissioner  
98 Evans regarding how to address agricultural usage of the City's culinary water.

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100 General Discussion of the current program for Winter months. Base rate of \$20/month with no  
101 overage charges. 2023 Agricultural usage analysis was presented to Council for their  
102 information. Base rate is lower than what all other consumers are being charged as a base rate.  
103 Further discussion that the Agricultural rate was not addressed in the rate analysis from Rural  
104 Water and needs to be addressed as part of the current rate analysis. Discussion that metering  
105 for agricultural use does not address the problem with the rate structure and that there is a  
106 need for parameters to qualify users for the agricultural rate.

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108 Mayor recommends that Lewis Young look at the agricultural rate structure and make  
109 recommendations on how to address as part of the broader rate study.

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111 **Councilmember Smart** motioned to approve the Water Regulations for first reading. **Councilmember**  
112 **Kimber** seconded the motion. **All voted in favor. Water Regulations are approved for first reading.**

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114 **6. MASTER PLAN DEVELOPMENT PROCESS REVIEW – POSTPONED FOR FUTURE WORK SESSION**

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116 **7. MAYOR'S REPORT**

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118 a. **Spring Run-Off Report** – shared with the Council that he is getting weekly updates from  
119 the County and City Emergency Manager. City has 6,000 sandbags from the County and  
120 the sandbagging machine, built by Public Works, is operational. Community groups  
121 have been reaching out to Kendell to pre-fill bags. Mayor showed the Council the  
122 special PIG bags that self-fill with water for protection of vital City facilities i.e. the

- 123 Sewer Building. City Staff will be undergoing specific EOC (emergency preparedness)  
124 training on Monday in preparation for a potential flooding event.
- 125 b. **Well Financing** – getting very close to closing. While the City is still awaiting approval  
126 from the USDA on the cost overrun – Zions is willing to move forward with the \$3.165  
127 amount already approved by the USDA. This allows the City to proceed with drilling  
128 (Phase 1 of the project).
- 129 c. **Training – Roles and Responsibility of Mayor** The Mayor reviewed the form of  
130 government for Oakley City. He referenced the UCLT publication and cited it as the  
131 source of information for the brief training. Discussed what constitutes a quorum, when  
132 the Mayor and Mayor Pro-tempore may vote. Clarified the role and power of the  
133 Mayor's office.
- 134 d. **Other Minor City Business – Director Staples** forwarded to Council a rough sketch of  
135 the Jr. Skatepark amenity that is part of the 2022 RAP Tax project at the Complex.  
136 Wants to know if Council approves of the change from a solid surface pad to an asphalt  
137 trail similar to what is at Woodward in Summit Park. It's primarily a budget concern.  
138 **Council is in favor of Director Staples conceptual plan and budget.**

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## 140 8. COUNCILMEMBER REPORTS

### 141 a. **Councilmember Kimber – Survey**

142 **Councilmember Kimber** reported that the Survey committee has met a couple of times  
143 and wants the City to consider utilizing a survey company to produce and administer the  
144 survey. There is a one-time fee of approximately \$3,000 and the City can utilize their  
145 service for as many surveys as the City desires in a 12-month period. He stated that the  
146 survey would initially focus on the City Center development. Councilmember Kimber is  
147 asking the Council to approve the funds for the survey company. **Mayor**  
148 **Woolstenhulme** asked for a formal proposal to be presented to Council for approval at a  
149 future council meeting.

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### 151 b. **Councilmember Smart – River Alteration Permit**

152 **Councilmember Smart** reported that the River Alteration for the Riverbend area was  
153 approved. Councilmember Smart encouraged the Council to read the permit in full  
154 including the protestation comments. Concerns regarding the type of bridge have been  
155 addressed as part of the permit.

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157 **Councilmember Smart** addressed the Council regarding a request from a private citizen  
158 for a favorable recommendation to the County Council for an equestrian center in the  
159 Western Summit County area. **City Recorder Rydalch** directed the Council's attention to  
160 the arena financial analysis in their materials. General discussion amongst  
161 councilmembers that the arena is an amenity that is largely subsidized by the City and  
162 that it is not self-sustaining. Agreed to share the analysis with the interested party.

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- c. **Councilmember Wilmoth** reported on a meeting with Bolt and Andy Woolstenhulme for sponsorship and apparel management. Bolt has agreed to be the sponsor of the Oakley Rodeo (5-year contract). Possible arrangements for apparel with Bolt were discussed. **Councilmember Wilmoth** to bring the formal arrangement to Council at a future meeting for action. Bolt is also interested in providing the float for the City Council in the parade.
  
- d. **Councilmember Frazier** reported on the theme for the Celebration, the Parade Committee. The council informed that the Parade committee is considering reversing the direction of the parade because of the staging area behind City Hall and the drop-off area for horses being easier to accommodate at the complex.

**9. STAFF ITEMS**

- a. **Newsletter Items:** Staff asked Council for specific items in the Newsletter. Spring flooding, sandbagging, and possible survey information was discussed.
- b. **Staff Leave Time:** Spring Break is the week of April 3-7<sup>th</sup>. Staffing will be limited.

**10. Meeting Adjourned.**

Approval is to form this 24 day of April, 2023.

  
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Zane Woolstenhulme, Mayor  
*Mayor Pro Tempore*

  
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Amy Rydalch, City Recorder