

Minutes of the Salem City Council Meeting held on June 20, 2012 in the Salem City Council Chambers.

Worksession 6:00 p.m.

Jeff Nielson went over the amended budget and some of the highlights with the council. He explained that the state requires that the General Fund balances and to make sure each expense fund has not overspent. Revenues and expenses change from what was projected when the budget was passed. Any revenue that we get in excess or under spend in expenses will be put towards the General Fund unreserved fund. Asking each department to save where they can, we need to build up the city reserve fund.

Revenues:

+\$20,028 – Property Tax (valuations of property), + \$48,000 – Sales Tax (shopping in Salem is helping), -\$15,281 – E-Tax (warmer winter, gas furnaces not used as much). -\$6,000 – T-Mobile Tower (not built). +\$25,705 – Public Safety Grants (Fire \$13,402, SEMA \$2,256, Police \$10,047). +\$3,700 – Library Grant. +\$6,000 – Police special assignments. -\$13,600 – Cemetery lots down. +\$6,000 – Fire Dept responding to county -\$4,000 – SEMA calls down. +\$22,332 – Recreation Impact Fee (Cemetery Soccer Field). +\$67,550 – Recreation Programs. +\$77,464 – Capital Improvements (\$29,442 - 500 East project Robert Nelson).  
\$242,890 – Total Revenue Increased.

Expenses:

+\$2,500 – Collection Fees did not have amount budgeted (started using collection agency after year began). +\$1,718 Computers (had a couple of major computer problems that were not anticipated). +\$3,700 – Library Grant. -\$10,794 – Attorney Fees. +\$9,930 – Insurance (went up because of Audit done in the fall). +\$7,460 – GIS services (have not been billed for 2<sup>nd</sup> quarter, anticipating it is going up (use of GIS services more). -\$2,500 – City Planner. +\$11,457 – Police Grants. +\$11,000 – Fire Grant. +\$4,500 – SEMA Grant. -\$3,000 – County Animal Shelter. -\$5,000 – Roads (Salt). +\$29,442 – 500 East project. -\$4,800 – Parks (money went to cemetery). +\$4200 – Cemetery overlay +\$2,000 – Cemetery Veteran Memorial. +\$45,949 - Recreation Salaries (changed ref/snack shack/score keepers). +\$15,000 – Snack Shack (doing very well). +\$22,332 – Soccer Field improvements.  
\$242,890 – Total Expenditures Increased.

Steve Cox went over the city shop replacement building and the bids for it. His recommendation is the Cleary building; we will get more square footage for the money along with the 12'x 80' over hang off the back. The building is designed ready to build. We will have to pour our own concrete floor and do electrical and plumbing and run a new gas line, but this is something we can do in house to save on the cost of the replacement of the shop. This shop may also be the new location for the parks department office.

Clark Crook went over a replacement truck for the power department to replace the truck that was t-boned in an accident and was totaled. We have budgeted \$50,000 in next years budget for the truck. He stated that the purchase would come out of next year's budget (fiscal year 2013).

Mayor Brailsford talked about PEHP Health Insurance holiday pay. This is the employee's health insurance company, and this year they have evaluated our employees insurance and because our employees have been working on being healthy, PEHP has given a large amount of money back to the city in a rebate. Because the city pays for the health insurance of the employees, the money from the rebate will be distributed back into the city funds to help pay for unexpected purchases made this year. \$10,485 in the sewer fund for the muffin monster replacement, \$22,571 for the police vehicle replacement, \$21,898 for the parks department truck replacement, a \$100,000 will be placed into roads and the remaining amount will be given to the employees in a rebate.

Attorney Baker went over the telecommunication meeting ordinance and how it will affect the council meetings by making it possible when a council member is absent if they are available by form of telecommunications they can still participate in the council meeting.

Bruce Ward went over the HA5 material and what roads they are looking at doing if it is approved.

Jeff Nielson talked about the electronic fee and how we would like to eliminate it. We have a lot of people that are beginning to pay their utility bill when they are on shut off with credit cards. We do not want to discourage them by paying with credit card because it is money we get instantly.

**MEETING CONVENED AT:** 7:00 p.m.

**CONDUCTING:** Mayor Randy A. Brailsford

**COUNCIL PRESENT:**

Mayor Randy A. Brailsford  
Councilperson Janie Christensen  
Councilperson Aaron Cloward  
Councilperson Sid Jorgensen  
Councilperson Craig Warren

**STAFF PRESENT:**

Jeffrey Nielson, Finance/Recorder  
Chief Brad James, Police Chief  
Junior Baker, City Attorney  
David Johnson, Building Dept.  
Bruce Ward, Public Works/Engineer

Excused:

Councilperson Sterling Rees

## OTHERS PRESENT

### 1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

Mayor Brailsford asked if anyone would like to give a motivational or inspirational message. Mayor Brailsford stated he would like to offer a motivational message in the form of a prayer.

### 2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Councilperson Cloward invited those who wish to participate, to stand and say the pledge of allegiance with him. He then led the pledge of allegiance for those who wanted to participate.

### 3. PUBLIC HEARING

Mayor Brailsford stated that the public hearing for the amendment of the 2011/2012 budget was continued from the June 6, 2012 council meeting.

#### a. Amend Budget for Fiscal Year 2011/2012

Jeff Nielson went over the amended budget and some of the highlights. The budget amendment for the General Fund revenue and expenditure increased \$242,890 from the original budget.

Mayor Brailsford asked if there were any questions from the council or public. There were no questions.

CLOSE

**MOTION BY:** Councilperson Janie Christensen to close the public hearing.

**SECONDED BY:** Councilperson Craig Warren.

**VOTE:** All Affirmative (4-0).

#### a. Amend Budget for Fiscal Year 2011/2012

**MOTION BY:** Councilperson Aaron Cloward to approve the Amended Budget for Fiscal Year 2011/2012 as was presented to the council and public.

**SECONDED BY:** Councilperson Sid Jorgensen.

**VOTE:** All Affirmative (4-0).

Mayor Brailsford reported that he spoke with Councilman Rees earlier, and he reported that he was also in favor of the amended budget.

#### **4. APPROVE ORDINANCE ALLOWING TELECOMMUNICATIONS MEETINGS**

Mayor Brailsford stated that this ordinance give the council the ability to allow a councilmember if they are not present to participate in a council meeting over the phone.

**MOTION BY:** Councilperson Craig Warren to approve Ordinance 62012 allowing telecommunications meeting.

**SECONDED BY:** Councilperson Janie Christensen.

**VOTE:** All Affirmative (4-0).

#### **5. APPROVE RESOLUTION AMENDING ELECTRONIC PAYMENT FEES**

Mayor Brailsford stated that this resolution is amending the electronic payment fee that is applied when a credit card is used and the amount of the payment is over \$75.00. The fee amount is 2.6%. The amendment is to eliminate the fee.

**MOTION BY:** Councilperson Janie Christensen to approve Resolution 62012 amending the electronic payment fees by eliminating the fee.

**SECONDED BY:** Councilperson Craig Warren.

**VOTE:** All Affirmative (4-0).

#### **6. APPROVE PROPOSED WATER LINE IMPROVEMENT ON 400 NORTH FROM MAIN STREET TO SR 198**

Mayor Brailsford stated that the proposed bids for the 400 North water line project are due to tomorrow. Our next council meeting is set for July 18, but the project needs to get started immediately. The work needs to be completed so the school district can do the sidewalk, curb and gutter. The money for the water line would come from the water reserve fund. Recommendation would be to approve the bid once the city engineer and city attorney have reviewed and recommended the bid to the mayor who would then approve the bid. The whole project including the school district portion needs to be done before school begins in August.

**MOTION BY:** Councilperson Sid Jorgensen to approve the water line improvement on 400 North from Main Street to SR 198 with the approval of the mayor after the recommendation from the city engineer and city attorney.

**SECONDED BY:** Councilperson Aaron Cloward.

**VOTE:** All Affirmative (4-0).

Attorney Junior Baker explained that we asked for proposals on the project, because it is for a special circumstance and under a time frame that the project needs to be done, it is a

special requirement. Because it is a special requirement, when we look at the proposals we will look at all of the factors, and we don't have to accept the lowest bid, but the price will still be one of the factors.

Mayor Brailsford also stated that the sewer line also needs to be completed; this will be done by a developer who was required to upgrade the sewer line. The water and sewer line need to be done before the school district can do the sidewalk. The total project needs to be done before school starts. We want a safe walking way for the school kids to get to the new Junior High School.

## **7. APPROVE PROPOSALS FOR CITY SHOP BUILD/REPLACEMENT**

Mayor Brailsford stated that we have three bids for a replacement to the city shop that was burnt down. The bids are from Fincon - \$254,858, CO Building - \$46,585 (just for the metal building, not put together) and Cleary Building \$75,000.

**MOTION BY:** Councilperson Aaron Cloward to approve the Cleary Building for \$75,000.

**SECONDED BY:** Councilperson Janie Christensen.

**VOTE:** All Affirmative (4-0).

## **8. CONTRACT POLICE CHIEF BRAD JAMES**

Mayor Brailsford stated that this contract is between the city and Police Chief Brad James.

**MOTION BY:** Councilperson Aaron Cloward to approve the Contract with Police Chief Brad James.

**SECONDED BY:** Councilperson Craig Warren.

**VOTE:** All Affirmative (4-0).

## **9. INTERLOCAL AGREEMENT WITH SPANISH FORK CITY FOR LEGAL SERVICES**

Mayor Brailsford stated that this is a revised agreement with Spanish Fork for Legal Services; this agreement is reviewed every six years and states the use of the attorney office, not just an attorney. The percent that Salem City will pay for the use of the attorney office is 30%. He stated that Spanish Fork City approved the agreement last night at their city council meeting.

**MOTION BY:** Councilperson Craig Warren to approve the Interlocal Agreement with Spanish Fork City for Legal Services.

**SECONDED BY:** Councilperson Sid Jorgensen.

**VOTE:** All Affirmative (4-0).

## **10. CONTRACT SPANISH FORK CITY FOR HA5 ROAD MATERIAL**

Bruce Ward explained about the HA5 and what roads will be treated with HA5. He stated that HA5 is an asphalt treatment that has a five year guarantee. The company that will be doing the work will be handing flyers out to the homes that will be affected by the road closures. There will be no access to the roads for 24 hours after it has been treated, if cars are parked and cannot be removed, they will be towed. The contract is with Spanish Fork City, this is done so we can get the same bidding price as Spanish Fork. By working together we can get a better bid price. The contract for the work of the project that will be done is \$99,407.70.

**MOTION BY:** Councilperson Janie Christensen to approve the contract with Spanish Fork City for HA5 road material.

**SECONDED BY:** Councilperson Craig Warren.

**VOTE:** All Affirmative (4-0).

**MOTION BY:** Councilperson Craig Warren to approve the use of \$99,407.70 road money for the HA5 treatment on roads in Salem.

**SECONDED BY:** Councilperson Sid Jorgensen.

**VOTE:** All Affirmative (4-0).

## **11. PURCHASE REPLACEMENT TRUCK & TRUCK BED FOR POWER DEPARTMENT**

Mayor Brailsford stated that this spring one of our power department's trucks was in an accident, which was not our fault, but the truck was totaled. We were able to get about \$9,000 from the other persons insurance, but we are still in need of a truck. We have received some bids for a new truck, which are:

Tischner Ford -2012 F350 4X4 6.2 Gas, Super cab \$28,100.00

Jerry Seiner GMC 2012 2500 HD 4X4 Ext Cab 6.0 Gas \$28,017.62

Larry H Miller Ford 2011 F350 4x4 6.7 Diesel Super cab \$29,874.00

The truck will also need a utility bed and ladder rack, estimating the cost of it will be under \$15,000.

It was recommended by the power department to purchase the 2011 Diesel because it is more truck and the price is only \$1800 higher. Usually the Diesel is several thousands more.

We budgeted \$50,000 for the truck and bed. This would come out of next year's budget, which begins July 1, 2012. We would like to get the truck ordered so we can start using it.

**MOTION BY:** Councilperson Sid Jorgensen to approve purchase of the 2011 Ford F350 Diesel Super cab from Larry H. Miller in the amount of \$29,874 and that the bed of the truck not exceed \$15,000 and will come out of the 2013 Fiscal Year Budget.

**SECONDED BY:** Councilperson Janie Christensen.

**VOTE:** All Affirmative (4-0).

## **12. FEE SCHEDULE 2012**

Mayor Brailsford stated that this is the fee schedule for the new fiscal year; these are the fee amounts of the services that the city provides.

**MOTION BY:** Councilperson Aaron Cloward to approve the fee schedule for 2012.

**SECONDED BY:** Councilperson Sid Jorgensen.

**VOTE:** All Affirmative (4-0).

## **13. UTAH COUNTY MUNICIPAL RECREATION GRANT AGREEMENT**

Mayor Brailsford stated that we have been approved by the Utah County Community Activities Fund for a grant of \$3,817.06 that will be used in the recreation department. This is the agreement accepting the grant.

**MOTION BY:** Councilperson Janie Christensen to approve the Utah County Municipal Recreation Grant Agreement.

**SECONDED BY:** Councilperson Craig Warren.

**VOTE:** All Affirmative (4-0).

## **14. PUBLIC COMMENT**

Mayor Brailsford asked if there were any comments from the public. There were no comments.

## **15. APPROVE MINUTES OF JUNE 6, 2012**

**MOTION BY:** Councilperson Sid Jorgensen to approve the minutes of June 6, 2012.

**SECONDED BY:** Councilperson Craig Warren.

**VOTE:** All Affirmative (4-0).

## **16. APPROVE BILLS FOR PAYMENT**

Mayor Brailsford stated that the amount of the bills this council meeting for approval is \$325,155.51.

**MOTION BY:** Councilperson Janie Christensen to approve the bills for payment.

**SECONDED BY:** Councilperson Sid Jorgensen

**VOTE:** All Affirmative (4-0).

## **COUNCIL REPORTS**

### **17. MAYOR RANDY BRAILSFORD**

Mayor Brailsford talked about a new city sign he would like to have made and installed. He is getting a drawing of it made and it would be placed out by Stokes Market on the city property. He stated he talked with John Stokes about it, and he seemed to be excited about it also. It would be a welcoming sign to Salem and we could also put information on it.

For Salem Days, he has been able to get sponsors for it, Steve and Gina Griffiths are doing a great job. He is excited for this year's events.

### **18. COUNCILPERSON STERLING REES**

### **19. COUNCILPERSON JANIE CHRISTENSEN**

Councilperson Christensen reported that the library birthday night went very well. The summer reading program is also doing well.

She also reported on the Chamber of Commerce and the scholarships they were able to give out this year. The city web page is looking good; it has a lot to offer for the business in Salem. Then the city float broke down coming home from a parade the other day. It is in her garage getting fixed.

### **20. COUNCILPERSON AARON CLOWARD**

Councilperson Cloward reported on the bike race "Tour De Salem" that will be held on July 6 and 7. The recreation department is putting it on. The recreation baseball tournaments are wrapping up for the year.

### **21. COUNCILPERSON SID JORGENSEN**



Councilperson Sid Jorgensen reported that the city is now handing out PI warning when people are misusing the water. SUVMWA is meeting the following night, they are looking at the recharge study for the south end of the valley.

Mayor Brailsford stated that the PI usage is up a lot this year, normally we use about 5 to 6 acre feet a day, this year we are using 10 acre feet. We are using a lot of water, asking residents to make sure they are not wasting water.

## **22. COUNCILPERSON CRAIG WARREN**

Councilperson Craig Warren stated the 400 North project will be starting soon along with the HA5 overlay on some roads. We have a lot going on with construction. We are glad Nebo School District is working with the city on the 400 North project to get the sidewalk, curb and gutter so there will be a safe way for the kids to walk to school.

The solid waste district approved their budget, they have a lot going on that we need to be aware of for future needs. Mayor Brailsford mentioned that the recycling bin on 750 North by Stokes, we need to move it when that road is opened to the Junior High.

Councilperson Cloward asked Bruce Ward about the road that will need to have some improvements done by the highline canal and about 700 East. Bruce stated he is getting some information on it. This will need to be done before the bike race.

## **23. PUBLIC SAFETY – CHIEF BRAD JAMES**

Chief James reported that this is a rough fire year, and he really urges residents to be cautious when doing fireworks. Wants to remind everyone of the new rules that fireworks cannot be lit off 3 days before and three days after the 4<sup>th</sup> and 24<sup>th</sup> of July.

He reported that he met with the Nebo School District about safe routs for the new Junior High School. We need to make sure parents and schools know about the safe routs. He also went with Bruce Ward to meet with UDOT about the possibility of having a cross walk on Main Street and SR 198. They will put a cross walk on Main Street. They also talked about doing another stop light at SR 198 and 750 South, but a study will have to be done before they will consider it.

Chief James also stated that they have narrowed down the candidates for the replacement police officer down to the top four candidates. We originally had 11 candidates apply and the police board and citizen board narrowed it down to the top four.

## **24. DAVE JOHNSON, BUILDING DEPARTMENT/PUBLIC WORKS**

## **25. BRUCE WARD, CITY ENGINEER/ PUBLIC WORKS DIRECTOR**

**26. ATTORNEY S. JUNIOR BAKER.**

Councilperson Sid Jorgensen stated that he appreciated working with the council and staff this year on the budget.

Mayor Brailsford stated that he spoke with Councilman Rees earlier today, and mentioned that he was in favor of all of the items on the agenda tonight.

**ADJOURN CITY COUNCIL MEETING**

**MOTION BY:** Councilperson Aaron Cloward to adjourn city council meeting.

**SECONDED BY:** Councilperson Sid Jorgensen.

**VOTE:** All Affirmative (4-0).

**MEETING ADJOURNED AT:** 8:15 p.m.

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Jeffrey Nielson, City Recorder