

Mayor Lawrence Flitton

UINTAH CITY COUNCIL MEETING

Planning – Tim Petty

Council Members:

TUESDAY, February 16<sup>th</sup>, 2016

Building Inspector-Jeff Monroe

Michelle Roberts

Gordon Cutler

7:00 PM

Treasurer – Mike Ulrich

Jerry Smith

Greg Johnson

MINUTES

Sheriff – Lt. Talbot

Fire Chief – William Pope

Attendees: Mayor Flitton, Gordon Cutler, Greg Johnson, Michelle Roberts, Mike Ulrich, Nate Hadley, Don and Marilyn Pearson, William Pope, Lt. Talbot and Darinda Wardell.

## MEETING MINUTES:

1. **MEETING CALL TO ORDER:** Mayor Flitton called the meeting to order.

**PLEDGE OF ALLEGIANCE:** Led by Michelle Roberts

**CONFLICT OF INTEREST:** Council members are required by law to file a public disclosure statement with the City Recorder listing business interests and investments that could create a conflict of interest with the duties of the Council Member. When a matter in which a Council member has a business or investment interest appears on the Council agenda, the Council member must publicly disclose that interest.

Mayor Flitton asked the Council if they had any conflicts of interest with tonight's agenda; Michelle Roberts wanted to disclose that with item #8; her brother works for the Sheriff's Office.

2. **PUBLIC COMMENT (2 minutes per person):** (00:00:56)

- None

3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD FEBRUARY 2<sup>nd</sup>, 2016:** (00:01:04)

Presenter: Mayor Flitton

- Mayor Flitton asked if there were any questions on the minutes.
- Gordon Cutler motioned to approve the City Council meeting minutes from February 2<sup>nd</sup>, 2016.
- Seconded by Michelle Roberts
- All in favor; the motion passed.

4. **DISCUSSION/ACTION APPOINTMENT FOR PLANNING COMMISSION VACANCY EFFECTIVE FEBRUARY 23<sup>RD</sup>, 2016 :** (00:01:44)

Presenter: Mayor Flitton

- Mayor Flitton advised that we had two applicants for the Planning Commission vacancy:
  - Robert Guiller
  - Kaden London
- Both were not present; the Council had interviewed Robert Guiller in December when Tim Petty was appointed. The Council reviewed the applications and discussed both applicants.
- Mayor Flitton called for a roll call vote:
  - Michelle Roberts – Robert Guiller
  - Mayor Flitton – Robert Guiller
  - Greg Johnson – Robert Guiller
  - Gordon Cutler – Robert Guiller
- Mayor Flitton asked for a motion.
- Michelle Roberts motioned to appoint Robert Guiller to the Planning Commission.
- Seconded by Greg Johnson
- All in favor; the motion passed.
- The Council commented that they would like to see Kaden London put in again; they appreciated his willingness to serve the community.

5. **TREASURERS REPORT:** (00:07:41)

Presenter: Mike Ulrich

- a. Invoice Register:

The invoice register is a listing of bills that were paid during the month.

The invoice register is reviewed and approved each month per guidelines from the state and our auditors in order to stay in compliance with the laws of the state financial code.

The invoice register for January was reviewed.

Michelle Roberts asked about the art work; that was the plaque for Don Pearson. Michelle asked about the sales and use tax for U-Day. Mike Ulrich explained that is the tax we pay once a year for the revenue we receive on the booth rentals for U-Day.

Greg Johnson asked about the battery for the 1 ton truck, why is it split three ways. Mike Ulrich explained that the charge was being divided between three different departments.

Greg Johnson motioned to approve the invoice register for January 1<sup>st</sup> – January 31<sup>st</sup>, 2016.

Seconded by Michelle Roberts

All in favor; Gordon Cutler – yes; Greg Johnson – yes; Mayor Flitton – yes; Michelle Roberts – yes.  
The motion passed.

**b. Transaction Register:**

The transaction register is a listing of any changes that are made during the month to customer accounts in the ENTERPRISE ACCOUNTS, water, storm water, or garbage. The changes are credits given, over charges reduced or added, late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code.

The transaction register for the period of January 14<sup>th</sup> – February 8<sup>th</sup>, 2016 was reviewed.

Greg Johnson motioned to approve the transaction register for the period of January 14<sup>th</sup> through February 8<sup>th</sup>, 2016.

Michelle Roberts seconded the motion.

All in favor; Gordon Cutler – yes; Greg Johnson – yes; Mayor Flitton – yes; Michelle Roberts – yes.  
The motion passed.

**c. Transaction Reversal Report:**

The transaction reversal report is a listing of any changes that are made during the month to customer accounts for the court. The changes are credits given, over charges reduced or added, late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code. The Transaction Reversal Report for January was reviewed; nothing on the report; no action required.

**d. Budget:** Mike Ulrich explained that we are fifty eight percent through the year.  
The following accounts were reviewed:

1. 10-43-510 – this amount was coded wrong and needs to be move to 10-43-310.
2. 10-31-550 – Gordon Cutler asked if this amount needs to be changed for next year's budget. Mayor Flitton stated that this is related to the weather and skiers.

**6. PUBLIC WORKS REPORT: (00:18:19)**

Presenter: Nate Hadley

- Nate Hadley stated that he wanted to comment on the water use for the past three years:
  - 2013 – We had 2.5% of our water purchase left over.
  - 2014 – We had 10% of our water purchase left over.
  - 2015 – We had 15% of our water purchase left over.
  - We need to commend our citizens for their conservation efforts.
- Greg Johnson commented that Scott Knudsen's cell phone is paid with the credit card and asked if Nate was reimbursed for his plan. Nate stated that he was at one time and then they did away with that.
- The Council decided that this needs to be readdressed at budget time; he is a full time employee who is on call for the city twenty four seven.

**7. FIRE DEPARTMENT REPORT: (00:23:50)**

Presenter: Chief Bill Pope

- Chief Pope stated that he was ready for his phone stipend.
- Chief Pope asked if the Council didn't have any questions he would start his report on page seven. He commented that Casey Bybee had resigned and moved to Syracuse which is outside of our service area. Chief Pope stated that they interviewed and promoted Fire Marshall James Osgood to Deputy Fire Chief and that he will keep both positions.
- They also made Brook Blakney a Captain; this will be reflected on next month's report.
- Page 9 – New Position Task Book Summary Chart - In 2015 the Department instituted a series of on the Job Training Task books to ensure that all department personnel have met certain minimum qualifications for each job regardless of state certification. This indicates that there is a basic standard of safe and efficient training in an environment where full-time jobs may hinder rapid completion of Firefighter Certification. The new chart outlines the progress on each level of those task books for each firefighter.
- Mayor Flitton asked what steps they were going through for the wild land fire training. Chief Pope explained that they were going after a different contract through USDA and the requirement is a red card; eight hour refresher and twenty four hour responder.

- Chief Pope stated that the brush truck is ready to go and that he has the job posted; he has already had four applicants.
- Chief Pope reviewed page 15 of his report:
- The department is undergoing hiring process for several positions.
- Contract for Brush 91/Wildland MOU was submitted and accepted by the USDA/Forest Service Contracting Officer. Awaiting response for contract award.
- Department began Firefighter I and Firefighter II Certification Training. Course runs January through April, followed by Wildland Firefighter in May, and EMT Basic in June through August.
- CDBG Grant Surveys were completed. The Surveys were certified and the city meets LMI levels. Surveys will not need to be redone for five years.
- Department submitted CDBG grant for approximately \$64,000.00 those funds if approved in April will purchase 18 – 45 minute Complete SCBA's and spare bottles, and 15 complete sets (Helmets to boots) of Structural Firefighter Gear.
- Department submitted for the FEMA Assistance to Firefighter Grant for \$167,200.00. This would allow the purchase of 16 – 45 minute Complete SCBA's and spare bottles, and 25 complete sets (Helmets to boots) of Structural Firefighter Gear.
- The Department was awarded, through a second round award, Utah FFSL Department Assistance Grant for approximately \$10,500.00 this grant has allowed for the purchase the needed brush pump on Brush 92, chainsaw and chaps, two wildland practice shelters, and 15 complete sets of Wildland Firefighter PPE Gear.
- Station 91 remodel project costs have been returned from General Contractor. The agreed contract amount for the exterior portions of the project was \$250,000.00 Submitted cost for base work is \$255,468.00 (which does not include roadwork). Submitted costs for optional additional work (interior and finish work) \$273,237.00. Total Project Submitted cost \$528,704.28
- Michelle Roberts and Gordon Cutler both inquired about the other bid that was received that was considerably lower after the contract with SEI was already signed. Chief Pope stated that it was a moot point we are moving forward with SEI; they plan to break ground April 1<sup>st</sup> and plan the base completion July 1<sup>st</sup>.
- Page 16 Summary: 12 department members participated in Utah's Winter Fire School this year which netted in a huge return on our investment.
- Gordon Cutler asked if a medical call is paged for our city, do we respond. Chief Pope stated that by policy we do not because we are under contract with Weber County. Gordon asked if the Chief was planning on presenting that we take over the medical calls this next budget year. Chief Pope responded yes.

**8. DISCUSSION/APPROVAL ON WEBER COUNTY SHERIFF'S OFFICE INTERLOCAL SERVICE AGREEMENT FOR THE FY 2016-2017: (00:42:26)**

Presenter: Mayor Flitton

- Mayor Flitton reported that the calculations used to arrive at this contract amount is the same calculations used for the past two years. Mayor Flitton stated that there are a swell of questions brewing about the calculations and the Sheriff plans to hold another meeting with the Cities to address these questions.
- The 2016/2017 contract for services has increased \$1583 from last year as a result of costs and calls for service.
- Greg Johnson motioned to approve the Weber County Sheriff's Office Interlocal Service Agreement for the FY 2016-2017.
- Seconded by Michelle Roberts
- Roll call vote: Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.
- All in favor the motion passed.

**9. DISCUSSION/APPROVAL ON ORDINANCE NO. 229-16; AN ORDINANCE OF THE CITY COUNCIL OF UINTAH CITY, UTAH, AMENDING THE CITY CODE IN TITLE THREE AND IN TITLE NINE; PROVIDING FOR REPEALER; SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE: (00:45:26)**

Presenter: Mayor Flitton

- Mayor Flitton reported that this has been sent to the codifiers for review and we have not got it back yet.
- It was discussed that it should go back to the Planning Commission for their review and comments or suggestions prior to approving the ordinance.
- Greg Johnson motioned to table approval on this ordinance until we get the reviews back from the codifiers and the Planning Commission.
- Michelle Roberts seconded the motion.
- All in favor the motion passed.

**10. SHERIFF'S REPORT:** (00:51:33)

Presenter: Lt. Talbot

- Lt. Talbot told the Council that the Sheriff was planning to hold another meeting to see if they can get better attendance to talk about the contracts. Another part of the formula will be based on population.
- The monthly report was reviewed. There were 60 calls for service with 34 reports generated from those calls. Citations were down to 14 and the crime clock was all zeros.
- Lt. Talbot stated that suicide is still on the increase and asked the Council if we would help him educate the community with posting suicide prevention information in our monthly newsletter. He stated that we need to get this information out. There are a few mothers of suicide victims who have started a campaign to help educate and prevention. They are powerful speakers who have a message to share; he will get us their schedule so we can let the members of our community know when and where they will be speaking.
- Michelle Roberts stated that she was involved with CTC and would be glad to put the information in the newsletter.

**11. COUNCIL COMMENTS:** (01:13:00)

- None

**12. MEETING ADJOURNMENT:** (01:13:58)

Greg Johnson motioned to adjourn the meeting.

Seconded by Michelle Roberts

All in favor; the motion passed. The meeting was adjourned.

APPROVED by City Council this 1<sup>st</sup> day of March, 2016.



DARINDA K. WARDELL, City Recorder