

PERRY CITY COUNCIL MEETING
PERRY CITY OFFICES
MARCH 8, 2012

7:00 PM

OFFICIALS PRESENT: Mayor Nelson presided and conducted the meeting.
Marci Satterthwaite, Todd Christensen, Karen Cronin (arrived at
approximately 8:00pm), Peter Gerlach, Jana Nelson

CITY STAFF PRESENT: Duncan Murray, City Administrator
Susan Obray, City Recorder

OTHERS PRESENT: Lani Braithwaite, Reese Nelson, LuAnn Adams

ITEM 1: CALL TO ORDER

Mayor Nelson called the meeting to order.

A. INVOCATION

Mayor Nelson offered the invocation.

B. PLEDGE OF ALLEGIANCE

Duncan Murray led the audience in the Pledge of Allegiance.

ITEM 2: PRESENTATIONS

A. None.

ITEM 3: NEW BUSINESS LICENSES, PROCEDURAL ISSUES, AND APPOINTMENTS

A. CONFLICT OF INTEREST DECLARATION

None.

B. NEW BUSINESS LICENSES

- Georgia Hudson: Duncan Murray explained that the business provides home and pet sitting services. There will not be any visiting clientele.

MOTION: Council Member Satterthwaite made a motion to approve the business license for Georgia Hudson. Council Member Christensen seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
Council Member Christensen, Yes Council Member Gerlach, Yes

Motion Approved. 4 Yes, 0 No.

C. PASS OUT WARRANTS TO COUNCIL MEMBERS (AND POSSIBLE DISCUSSION)

Susan Obray passed out the warrants.

**D. RESOLUTION 12-02 TO SET TERMS OF OFFICE FOR BOARD MEMBERS FOR THE
BOX ELDER COUNTY AND PERRY CITY FLOOD CONTROL AND DRAINAGE
DISTRICT.**

Duncan Murray advised the Resolution states that the three officers will hold 4-year terms and the other two members will have 2-year terms. The Council member will also have a 2-year term. In the event of a vacancy, the Council will need to appoint a replacement member.

MOTION: Council Member Christensen made a motion to approve Resolution 12-02, to Set Terms of Office for the Board Members of the Box Elder County and Perry City Flood Control and Drainage District. Council Member Nelson seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Christensen, Yes Council Member Gerlach, Yes
Motion Approved. 4 Yes, 0 No.

ITEM 4: PUBLIC COMMENTS AND/OR PUBLIC HEARINGS

A. PUBLIC COMMENTS (NO PUBLIC HEARINGS)

Lani Braithwaite: said her road is getting really bad and requested that it be graded. She said she would like to see the road paved.

ITEM 5: LAND USE ISSUES

A. DISCUSSION REGARDING MARCH 1, 2012 PLANNING COMMISSION MEETING

Duncan Murray reported that they reviewed three business licenses, dealt with the telecommunications tower (a recommendation will be forwarded to the Council in April). The Commission also approved a 1-lot subdivision located on 2950 South, and approved two signs for Seagull Book and Dominoes Pizza. He stated they also worked on the In Fill Ordinance and the Sign Ordinance. Duncan said that in the next few weeks, the City will be receiving a dedication plat from the Promontory Charter School, for the right of way on 2700 South and the new side street. Council Member Christensen asked if the Charter School was aware of the Ombudsman’s decision on the improvements along their frontage on 2700 South. Duncan said yes, and they plan to comply with the decision. He said the Charter School has paid all of the impact fees, except for a few smaller fees that they plan to come and discuss with the Council. Council Member Satterthwaite stated the construction workers working on the Charter School are blocking the outlet along 1050 West with their vehicles. Mayor Nelson asked that Codey Illum (Building Inspector) get with them and ask that they park further west, out of the way, or on the lot itself. Council Member Christensen asked if there were opening dates for Dominoes Pizza or Seagull Book. Susan Obroy stated Seagull book is planning to open just before Mother’s Day. Duncan said information on the opening date for Dominoes can be obtained from Codey Illum.

ITEM 6: FINANCIAL, PUBLIC UTILITY, AND TECHNOLOGY ISSUES

A. REPORT REGARDING TOURISM TAX ADVISORY BOARD GRANTS

Duncan Murray advised that Shanna Johnson put together two grant applications:

1. Perry City Fourth of July 2012 – Duncan stated this includes money for a trailer to be used for a parade float, and for an enhanced celebration similar to last year’s.
2. Centennial Soccer Park Restroom: Duncan advised this is for a restroom and concession stand for the new soccer park.

Duncan stated Perry City also provided a letter of support for Willard’s walking trail extension located on their 200 West street, which would eventually link to Perry City’s 1200 West Street.

B. APPROVAL OF WARRANTS

Duncan Murray advised that Shanna sent out a memo in reference to the warrants. The only one that needs some explanation is the warrant for Davis & Bott. He said the \$11,000 warrant is for regular audit and financial services, but there is some additional billing outside of the contract for some one time work on Wastewater Treatment Plant Capitalization breakout and setting up the plant’s fixed assets. He said overall they are about \$3,000 over the not to exceed contract amount.

MOTION: Council Member Christensen made a motion to approve the warrants. Council Member Satterthwaite seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Christensen, Yes Council Member Gerlach, Yes
Motion Approved. 4 Yes, 0 No.

C. DISCUSSION REGARDING REQUEST BY BOX ELDER COUNTY FOR PERRY CITY TO CHANGE FROM USING THE WEBER TRANSFER STATION AND START USING THE BOX ELDER COUNTY LANDFILL

Mayor Nelson advised Perry City currently sends trash to Weber County. This was decided because it is cheaper for the residents. Box Elder County has asked that we look at moving this to their landfill. Box Elder County Commissioner LuAnn Adams addressed the Council. She said a few months ago Duncan Murray approached the County on upping Perry's City's share of Justice Court fines to 55%. She said the County was fine with helping out the city and allowing this, but stated they would like to have Perry City's trash at their landfill. She said there is a bond out for the landfill and this would help with repayment of the bond. She stated there is a new recycling program in the works that would take materials and turn them into electricity and by products to create carbon free diesel and airplane fuel. A company has approached them to provide this service, and the County is currently conducting a feasibility study. Council Member Christensen said years ago they talked about putting a transfer station on Forest Street, in Brigham City; he asked if this was still in the works. Commissioner Adams said not currently. She said the landfill is currently taking the City's sludge from the Wastewater Treatment Plant. Duncan Murray said that when our contract is up with Allied Waste, the city can explore using Brigham City for garbage services. Commissioner Adams asked when the contract with Allied Waste expires. Duncan said June of 2013. Mayor Nelson said the City can approach the current service provider to see if they will transport this to the Box Elder County Landfill, but the last time they were approached, they stated it would increase the rate by \$1.00 to \$2.00 a can, per month. Council Member Gerlach asked if the County is still planning to help the city with fines and forfeitures. Commissioner Adams stated if the city takes their trash to the County's landfill, they will help with the justice court issue.

D. DISCUSSION REGARDING RECYCLING OPTIONS

Duncan Murray stated the current waste provider Allied Waste, can provide additional cans for recycling. This would cost \$4.99 a can. He said it is probably not something that the city wants to start now. It would be better to explore during the next RFP (Request for Proposal) process.

E. APPROVE FORMAT AND PROCEDURES FOR REQUESTS FOR PROPOSAL FOR CITY ENGINEERING SERVICES

Duncan Murray presented the format and procedure for the request for proposal for City Engineering service. He advised the city staff is going to email and physically mail the bid posting out to Engineering firms in our area and surrounding areas, including firms who have expressed interest. He said there is a 4-page packet, which includes what the firms will need to include in their proposals. The packet includes the land use application and fee schedule because one fee the city wants a bid on is what percentage of the land use fees will be required for their services. Duncan said 40% of the decision made by the City will be made on the vendor's fee schedule. He said the selection committee will also look at the firm's references, overall firm qualifications, location, and if there are specific engineers on staff that the city likes or has worked with previously. Duncan stated the interested firms will have 4 weeks to get their proposals in. The selection committee will then interview selected firms, and get a recommendation to the Council by the April 26th meeting.

MOTION: Council Member Satterthwaite a motion to approve the format and process for the Request for Proposal for City Engineering Services. Council Member Gerlach seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes
Council Member Christensen, Yes
Motion Approved. 4 Yes, 0 No.

F. MOTION TO APPROVE A BID FOR A RESTROOM/CONCESSION STAND BUILDING AT THE CENTENNIAL SOCCER PARK

Duncan Murray stated 3 bids were received back in March 2011; Dean Stokes Construction had the lowest bid, the parks committee asked him to change his bid to include all brick and mortar exterior. The new bid received only added \$5,000, which is close to the same bid from the other bids received. Council Member Satterthwaite asked if the building inspector has reviewed the plans. Duncan said yes. Council Member Christensen asked why the concession stand is only roughed in. Duncan advised the basics will be placed in the concession area, but the organization manning the concessions will need to provide cooking appliances, soda machines, etc.

MOTION: Council Member Nelson a motion to approve the restroom bid for the Centennial Soccer Park as submitted by Dean Stokes Construction. Council Member Christensen seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Christensen, Yes Council Member Gerlach, Yes

Motion Approved. 4 Yes, 0 No.

ITEM 7: PUBLIC SAFETY AND PERSONNEL ISSUES

A. MOTION TO SET PAY RATE FOR POLICE CHIEF

Mayor Nelson stated a motion will be needed to schedule a public hearing on the pay rate for the Chief of Police, before the rate can be set.

MOTION: Council Member Gerlach made a motion to set a public hearing for the purpose of discussing the setting of a pay rate for the Chief of Police, at the next City Council meeting. Council Member Nelson seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Christensen, Yes Council Member Gerlach, Yes

Motion Approved. 4 Yes, 0 No.

ITEM 8: TRAINING REGARDING COUNCIL RULES OF PROCEDURES (INCLUDING PMC TITLE 80)

Duncan Murray provided training to the Mayor and Council regarding Council Rules of Procedure, including the Perry Municipal Code Title 80, and Robert’s Rules of Order.

Council Member Cronin arrived at meeting (approx. 8:00am).

ITEM 9: APPROVAL OF MINUTES, CITY COUNCIL & MAYOR REPORTS

A. APPROVAL OF MINUTES FOR:

- 1. FEBRUARY 23, 2012 WORK SESSION
- 2. FEBRUARY 23, 2012 REGULAR MEETING

MOTION: Council Member Christensen made a motion to approve the minutes for the February 23, 2012 Work Session and Regular City Council Meeting. Council Member Cronin seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Cronin, Yes Council Member Christensen, Yes
 Council Member Gerlach, Yes

Motion Approved. 5 Yes, 0 No.

- B. TODD CHRISTENSEN:** reported that he has an upcoming Utopia board meeting on Monday and said he will report back to the Council. He said he has not been notified about Wastewater Treatment Board meetings, but has talked with Steve Pettingill and will be meeting with the Wastewater Treatment Board. He asked if there is a facebook page. Council Member Satterthwaite said not yet, but she will work with the City's intern on creating one.
- C. MARCI SATTERTHWAITE:** nothing to report.
- D. KAREN CRONIN:** announced that the County Economic Alliance will be holding a Business Expo on April 27th, this venue will allow business to showcase their services or products, a health fair will take place in conjunction with the expo. Council Member Christensen asked where this will be held. Council Member Cronin said this will take place at the Brigham City USU extension building. She reported that CERT Training will finish this coming Saturday.
- E. PETER GERLACH:** stated he met with Bill Walker on street projects that started when Bill was on the Council, in an effort to ensure they are not forgotten
- F. JANA NELSON:** nothing reported.
- G. MAYOR NELSON:** said the permitting process for the Wastewater Treatment plant is underway and is out for public review. He said the discharge will change from going out into the Willard Spur to the Willard Raceway.

H. ITEMS FOR NEXT CITY NEWSLETTER:

- None.

ITEM 10: EXECUTIVE CLOSED SESSION, IF NEEDED

MOTION: Council Member Cronin made a motion to close the regular meeting and go to an Executive Session to discuss a real estate transaction. Council Member Christensen seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Cronin, Yes Council Member Christensen, Yes
 Council Member Gerlach, Yes
Motion Approved. 5 Yes, 0 No.

Regular meeting closed at approximately 8:40pm.

MOTION: Council Member Christensen made a motion to close the Executive Session and reopen the public meeting. Council Member Cronin seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Cronin, Yes Council Member Christensen, Yes
 Council Member Gerlach, Yes
Motion Approved. 5 Yes, 0 No.

Regular meeting resumed at approximately 9:00pm.

ITEM 11: ADJOURNMENT (NEXT REGULAR MEETING ON March 22, 2012 AT 7:00PM)

A. MOTION TO ADJOURN

MOTION: Council Member Christensen made a motion to adjourn. Council Member Satterthwaite seconded the motion.

ROLL CALL: Council Member Satterthwaite, Yes Council Member Nelson, Yes
 Council Member Cronin, Yes Council Member Christensen, Yes

Council Member Gerlach, Yes
Motion Approved. 5 Yes, 0 No.

The meeting adjourned at 9:00PM.

Susan Obrey, City Recorder

Jerry Nelson, Mayor

Shanna Johnson, Chief Deputy Recorder