

PERRY CITY COUNCIL MEETING
PERRY CITY OFFICES
MARCH 22, 2012

7:00 PM

OFFICIALS PRESENT: Mayor Nelson presided and conducted the meeting.
Todd Christensen, Karen Cronin, Peter Gerlach, Jana Nelson

OFFICIALS EXCUSED: Marci Satterthwaite

CITY STAFF PRESENT: Duncan Murray, City Administrator
Shanna Johnson, Chief Deputy Recorder
Mike Colvin, Police Officer (arrived at 8:02pm)

OTHERS PRESENT: Chris Slater, Lani Braithwaite, Reese Nelson, Jay Newman, Bruce Howard, James Mackley

ITEM 1: CALL TO ORDER

Mayor Nelson called the meeting to order.

A. INVOCATION

Council Member Nelson offered the invocation.

B. PLEDGE OF ALLEGIANCE

Shanna Johnson led the audience in the Pledge of Allegiance.

ITEM 2: PRESENTATIONS

A. Bob Thurgood of Beehive Homes of Perry, New Assisted Living Facility in Perry (Ribbon Cutting held early today at 12 noon).

Mayor Nelson announced that Beehive Homes had their ribbon cutting ceremony today and is now open for business. He expressed how nice the facility was and showed pictures from the open house.

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

A. CONFLICT OF INTEREST DECLARATION

None.

B. NEW BUSINESS LICENSES

- Surge Marketing: Duncan Murray explained that this is a home business that provides Internet marketing services, and would not have any visiting clientele.

MOTION: Council Member Cronin made a motion to approve the business license for Surge Marketing LLC (owner Brett Young). Council Member Christensen seconded the motion.

ROLL CALL: Council Member Cronin, 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)

Shanna Johnson passed out the warrants.

D. RESOLUTION 12-03 APPROVING PROCLAMATIONS FOR MUNICIPAL CLERKS WEEK (APRIL 29-MAY 5), PUBLIC WORKS WEEK (MAY 6-12), POLIC WEEK (MAY 13-19), ADMIN PROFESSIONALS DAY (APRIL 25), ARBOR DAY (APRIL 27), and PUBLIC SAFETY “NATIONAL NIGHT OUT” (AUGUST 7)

Duncan Murray advised the weeks listed in this Resolution are nationally recognized and will recognize city departments and employees. In addition to recognizing city departments, this resolution will also recognize Admin Professionals Day, Arbor Day, and Public Safety’s “National Night Out”.

MOTION: Council Member Cronin made a motion to approve Resolution 12-03, Approving Proclamations for Municipal Clerks Week, Public Works Week, Police Week, Admin Professional Day, Arbor Day, and Public Safety “National Night Out”. Council Member Nelson seconded the motion.

ROLL CALL: Council Member Cronin, 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)

Jay Newman: asked the status at Pointe Perry. Duncan Murray advised that there was a sale this morning at 9:00am, at the district courthouse, and Proficio Bank purchased all the platted lots. He stated we should soon start seeing land sales and development.

Mayor Nelson reported that the State Legislature funded the 1100 South interchange project. A diverging diamond intersection will be constructed. He explained that the funds were approved this year, but will not be available until next year. The expected completion of this project is Fall of 2014.

ITEM 5: LAND USE ISSUES

A. DISCUSSION REGARDING MARCH 1, 2012 PLANNING COMMISSION MEETING

Council Member Cronin stated she attended the meeting and the Planning Commission asked that the council provide a representative to be on a committee that will work on a new Infill ordinance. She stated if no other Council Members are interested, she would be willing to serve on the committee. The council was in support of Council Member Cronin being the council representative on the Infill ordinance committee. Council Member Cronin stated that Rollie Walker has submitted a metes and bounds application for two of the unplatted lots at Pointe Perry and this will be on the next Planning Commission agenda. Duncan stated that the metes and bounds process is an expedited process to carve out lots and create legal descriptions for the lots. The developer must submit a clean plat map within 18 months after the metes and bounds application is approved.

B. ORDINANCE 12-I TO AMEND CHAPTER 45.08, “INFILL” PROVISIONS REGARDING RESIDENTIAL DEVELOPMENT IN THE NC2 AND NC3 ZONES (HWY 89)

Duncan Murray advised the verbiage that changed in the ordinance is in the chart found in section 45.21.030 Requirements for R1/3, R1, and R2 Zones (Minimum Frontage). He stated the current ordinance requires 80 feet of frontage on single-family dwellings, and 60 feet times the number of units for multi-family dwellings; plus 10 feet for corner lots. The proposed change will require only 80 feet of frontage for multi-family dwellings up to 4 units; plus 10 feet for corner lots. He advised this makes the frontage requirements a little more realistic. It also allows the multi-family dwellings to be built adjacent to other multi-family units. The Planning Commission has approved the new language.

Mayor Nelson requested that the side set back for accessories buildings on residential lots be looked at. He stated the current set back does not allow for maintenance and suggested this be increased to 3 feet. Council Member Cronin said she would take this to the Planning Commission to review.

MOTION: Council Member Nelson made a motion to approve Ordinance 12-I to amend Chapter 45.08, “Infill” Provisions Regarding Residential Development in the NC2 and NC3 Zones (Hwy 89). Council Member Gerlach seconded the motion.

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

ITEM 6: FINANCIAL, PUBLIC UTILITY, AND TECHNOLOGY ISSUES

A. DISCUSS LETTER OF INTENT FOR ROCKY MOUNTAIN POWER TO COMMENCE AN ENERGY ANALYSIS, AUDIT, AND REVIEW (NO FINANCIAL COMMITMENT FOR THE CITY)

Mayor Nelson stated all T12 light bulbs are being discontinued and we will need to change all light fixtures in the city. Rocky Mountain Power has offered to perform an Energy Analysis and Audit on all City facilities at no cost to help the city to identify opportunities to improve energy efficiencies. They will also provide options to the city, including the possibility of some grant monies to help the city upgrade light fixtures.

Duncan Murray stated that Rocky Mountain Power also provided a Community Performance Plan for 2012, which detailed Rocky Mountain Power’s commitments to Perry City in the upcoming year. This includes:

- Working with city on energy efficient projects.
- Reseeding work along new 345 kV transmission line.
- Looking at options to purchase city streetlights from Rocky Mountain Power in an effort cut costs. Mayor Nelson said the city is looking at how much it would cost to purchase the lights, what kind of savings this offers, and how much it would cost for future maintenance of the lights.
- Looking at special lighting for a City Center area.
- Strong communication with the city on power related projects.

Council Member Gerlach stated he talked with former Council Member Bill Walker, who said funds were budgeted for 3 LED streetlights and asked if the funding was still available and how to go about getting the lights installed. Duncan Murray suggested he stop by during the week and ensure funds are available, then work with staff to get the process started. Mayor Nelson stated we could also use Bill Walker’s assistance.

MOTION: Council Member Christensen made a motion to move forward with the Audits proposed by Rocky Mountain Power. Council Member Cronin seconded the option.

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

B. APPROVE THE USE OF \$8,000.00 IN PARK IMPACT FEES FOR ADDITIONAL CENTENNIAL SOCCER PARK IMPROVEMENTS (FENCING, PARK, ROAD BASE, PARKING LOT PAINT, ETC.)

Council Member Christensen asked if there is a plan for the painting of the parking lot. Duncan Murray said yes, we have received bids from licensed contractors who will paint the lines according to the engineered plans. Road base will be added for parking on the north side, and a fence will be placed on the west side of the west parking lot.

Duncan Murray said the only thing being added that is not already on the engineered plan is some additional concrete sidewalk (to allow people to walk around the Centennial Soccer Park Sign) and some decorative rock.

MOTION: Council Member Gerlach made a motion to approve \$8,000 in Park Impact Fees for additional Centennial Soccer Park Improvements. Council Member Cronin seconded the option.

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

C. APPROVAL OF WARRANTS

MOTION: Council Member Cronin made a motion to approve the warrants. Council Member Nelson seconded the motion.

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

D. MOTION TO COMMENCE RFP PROCESS TO PROVIDE CLEANING AND CAMERA WORK FOR THE SEWER COLLECTION SYSTEM OVER A 3 TO 5 YEAR PERIOD

Duncan Murray advised this RFP will help to select a vendor to complete cleaning and camera shots of the City's entire collection system. The vendors will provide cost options for 3-year, 4-year, and 5-year plans, so that the city can review the options and decide what fits best with our budget.

MOTION: Council Member Cronin made a motion to commence an RFP process to provide cleaning and camera work for the sewer collection system over a 3 to 5 year period. Council Member Nelson seconded the motion.

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

E. UPDATE REGARDING REQUESTS FOR PROPOSAL FOR CITY ENGINEER

Duncan Murray said the interested firms have until Friday, April 6th to submit proposals. City staff has met with 7-8 firms to give pre-bid clarification. He said information was sent to over 30 firms and the request for proposal was posted in all newspapers. An update on who submitted bids will be provided in the next council meeting, to be held April 12th.

F. MONTHLY FINANCIAL REPORT

Shanna Johnson gave a financial update for the month of December. She advised that 67% of the fiscal year has elapsed. 74% of General Fund revenues have been collected, 66% of Utility Fund Revenues have been collected, the sewer fund has received 57% of its revenues, and we have collected 62% of non-operating revenues. She advised the expenses look good. The General Fund has spent 59.2% of its budget, 51.6% of the Utility Fund budget has been expended, and the sewer fund has spent 27.8% of its budget. She advised that sales tax continues to come in higher than expected; so far this year we have collected 12.4% more than the prior year. Shanna stated that work sessions will be scheduled in April and May to review the fiscal year 2012-2013 budget and any possible amendments to the fiscal year 2011-2012 budget.

ITEM 7: PUBLIC SAFETY AND PERSONNEL ISSUES

A. DISCUSS UTAH SHAKE OUT EVENT

Mayor Nelson stated that on April 17th at 10:15am, the City will participate in the Utah Shake Out, an emergency preparedness event. The City CERT Teams, Police, and First Responders will be participating. Mayor Nelson asked that Emergency Operation Command Managers be present at the next meeting to help prepare for the event. Council Member Christensen asked who is over the HAM radio system for the City. Council Member Cronin stated Boyd Giles is the person over this. Duncan said Mr. Giles has offered to help test the radio system during the Shake Out Event. Lani Braithwaite asked if Boyd Giles is licensed to use our system. Duncan stated he would check into that. Council Member

Christensen said he looked at the Shake Out website and Perry City CERT has not yet signed up. Mayor Nelson asked Duncan Murray to contact Jay Decker to ensure that he signs up.

B. NOTICE OF PUBLIC HEARING ON APRIL 12, 2012 TO ADOPT AN ORDINANCE TO SET A PAY RATE FOR THE POLICE CHIEF

Mayor Nelson announced the upcoming public hearing.

ITEM 8: TRAINING REGARDING OPEN AND PUBLIC MEETING ACT AND PUBLIC HEARINGS

Duncan Murray provided training to the Mayor and Council regarding Open and Public Meeting Act and Public Hearings as described in the Utah League of Cities and Towns Powers and Duties manual.

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

A. APPROVAL OF MINUTES FOR:

1. March 8, 2012 REGULAR MEETING

MOTION: Council Member Nelson made a motion to approve the minutes for the March 8, 2012 Regular City Council Meeting. Council Member Gerlach seconded the motion.

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

Motion Approved. 4 Yes, 0 No.

B. TODD CHRISTENSEN: reported that the city facebook page is up and running; it can be accessed at www.facebook.com/perrycity. Shanna Johnson asked how the filtering will work on the facebook page. Council Member Christensen stated the comments will only come from city staff. Shanna asked Council Member Christensen to come in and do some training with city staff on how to work the page when he is available.

C. MARCI SATTERTHWAITE: absent.

D. KAREN CRONIN: said in the newsletter, there is a flyer for the Box Elder County Health Fair and Business Workshop. She said the workshop will have information to help businesses from noon to 4pm. Then from 4pm to 6pm there will be an opportunity for businesses to advertise and talk with the community. Businesses can rent booth space for \$10 and this will include lunch for two participants, there are only 50 booth spaces available. Council Member Cronin stated she is starting to get committees put together for the Fourth of July and said if anyone is interested in participating to let her know. Council Member Nelson expressed interest in the race. Council Member Cronin stated the Youth City Council is hosting the 2nd annual Senior Ball; there will be a live band, dancing and pictures.

E. PETER GERLACH: nothing reported.

F. JANA NELSON: reported that the flood control board went a field trip today to look at flood control basins and see what work needs to be completed. Duncan Murray said they will be having a second field trip at a later date.

G. MAYOR NELSON: nothing reported.

H. ITEMS FOR NEXT CITY NEWSLETTER:

- Report on Shake Out Event
- Request for Annual Award nominations

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 and character and fitness of an individual. Council Member Christensen seconded the motion.

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

Council Member Cronin, Yes
Council Member Gerlach, Yes

Regular meeting closed at approximately 8:56pm.

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 Nelson, Yes
Council Member Christensen, Yes
Motion Approved. 4 Yes, 0 No.

Council Member Cronin, Yes
Council Member Gerlach, Yes

Regular meeting resumed at approximately 9:48pm.

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 Cronin seconded the motion.

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

Council Member Cronin, Yes
Council Member Gerlach, Yes

The meeting adjourned at 9:49PM.

Susan Obrey, City Recorder

Jerry Nelson, Mayor

Shanna Johnson, Chief Deputy Recorder