

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
February 1, 2018**

PRESENT:	Tyler Vincent	Mayor
	Alden Farr	Councilmember
	Tom Peterson	Councilmember
	Mark Thompson	Councilmember
ALSO PRESENT:	Joseph Bach	Fire Chief
	Mary Kate Christensen	City Recorder
	Carolann Chalfant	Business License Specialist
	Mike Christiansen	City Attorney
	Paul Larsen	Community Development Director
	Mike Nelsen	Police Chief
	Derek Oyler	Finance Manager
	Jason Roberts	City Administrator
	Dennis Vincent	Asst Police Chief
EXCUSED:	DJ Bott	Councilmember
	Ruth Jensen	Councilmember

Mayor Vincent called the meeting to order and excused Councilmember Jensen and Councilmember Bott who were out of town. The Reverence Period was given by Chief Nelsen. The Pledge of Allegiance was recited.

Approval of Minutes: A motion to approve the minutes of the January 4 and 18, 2018 Council meetings was made by Councilmember Peterson, seconded by Councilmember Farr and unanimously approved as distributed.

AGENDA

SCHEDULED DELEGATION

Explanation of Utah Risk Management Mutual Association (URMMA)

PUBLIC COMMENT

COUNCILMEMBER COMMENTS

NEW BUSINESS

Proposal for a Part-Time Administrative Assistant in the Fire Department

Presentation on Fleet Lease Program for Police Department Vehicles

Consideration of Resolution Establishing Fees for Business Licenses

ADJOURN TO CLOSED SESSION TO DISCUSS THE SALE OF REAL PROPERTY

SCHEDULED DELEGATION

Explanation of Utah Risk Management Association (URMMA)

Mr. Paul Johnson came forward and discussed some of the benefits of being a member of URMMA. If a City has a lawsuit, it is that City's choice to settle the suit or fight it, and they would choose the attorney they want to represent them. URMMA pays everything up front on a lawsuit, then the City pays it back over a 5-year period interest free. This cannot be more than one-fourth of a City's premium. Brigham City would never have to pay more than \$21,000 per year.

URMMA does annual inspections on parks, facilities, sidewalks, and water meter lids – over 75 items. They score these and the premiums are factored on this score. They also do training on over 100 different topics such as, sexual harassment, distracted driving, personnel issues, supervising.

Brigham City is not taking advantage of URMMA's auto physical liability insurance. It is \$200 per year, which may go up to \$300 after their next meeting. There is a \$1,000 deductible.

PUBLIC COMMENT

Brent Walker, Brigham City – Mr. Walker said they are still concerned with the splash pad to be constructed at John Adams Park. Mr. Walker said this is their houses, not just a park. When he talked to a representative of the Rotary Club they said they have disassociated themselves with the location. Yet when this project first started their first choice was to have it near downtown. He talked to the Council and they said they have already made the decision. This doesn't sit right with him or those that signed the petition and those that recognize the reason it has gone from park to park. The same reasons the pad was moved from those parks are still valid for the park he lives by. He asked the Council to open this dialogue again. As a taxpayer, he thought their voices need to be heard as much as the LDS church and the pickleball players.

COUNCILMEMBER COMMENTS

Councilmember Farr attended the transportation meeting. He didn't think anyone is happy with Utah Transportation Authority (UTA). Commissioner Scott talked about a possible sales tax increase.

Mayor Vincent said he has been working with the legislature on some possible bills that could impact Brigham City. He also attended the transportation meeting. He attended the Winter Ball which was well attended. He felt it was important to have community events like this because it builds a strong community.

NEW BUSINESS

Proposal for a Part-Time Administrative Assistant in the Fire Department

Chief Bach came forward and explained that the administrative duties in the Fire Department have been farmed out for many years. The volume of these responsibilities have grown over time. This position would be approximately 25 hours a week and the annual salary would be approximately \$25,000. There are two open positions that are still open in the department so the funds budgeted for these two positions could be used to pay for the part-time employee for this budget year. After that, it will need to be added to the budget. Having the fire billing outsourced is expected to bring in more money that could help pay for this position long term. In addition, this part-time person will process the fire billing to send to the billing company. Having it consistently done will also bring in additional funds. He added that it will probably turn into a full time position at some point.

MOTION: Councilmember Peterson made a motion to approve the part-time position for this year, knowing that the Chief has ways to cover it, and find money in future budgets to permanently fund the position. Councilmember Farr suggested adding that there will probably be additional funds from the billing being outsourced and those funds be used to fund this position. The motion was seconded by Councilmember Thompson, unanimously carried.

Chief Bach read two letters that were recently sent to the Fire Department:

"Two years ago I had a cardiac arrest. The Brigham City Fire Department and all the EMTs and medical personnel were called out to my parent's house by my dad, then 61 years old, who knew how to start CPR. The first responders that afternoon came to my

rescue and literally saved my life. It truly was a miracle that day. My family, including my two children 9 and 7 years old, my husband, my parents, siblings, friends and all those who know me are so grateful for you coming to my aide that day. Since then, I have had a difficult road of recovery, but I've returned to work full-time and enjoy everything I did prior to my accident. I lost some of my memory, about 10 days prior to my cardiac arrest and the event just prior to my accident, but those who were there and have told me what happened have always had me at a loss of words as how to thank you for your service. Stories like mine are told everyday about the first responders who helped them. I don't know how that mine is better, nor can I compare what happened to me to others, but I am grateful and have a lifetime to thank those who saved my life and came to help my dad give rescue to a 40-year-old female in cardiac arrest. Thanks will never be enough."

~ Laura

"On behalf of the Marilyn Hash Family we'd like to say thank you. Our mother, Marilyn Hash, lived in Brigham City for 47 years. She was a widow and lived alone for over 24 of those years after losing our father to cancer. The last few years the Brigham City Fire Department was called upon to help her a few times and in late 2012 she was sitting at a red light on Main Street and 1100 South. She was struck by a semi-truck who lost its brakes coming down the canyon. It took your team about an hour to cut her out of the car and transport her to Brigham City Hospital, and then again to Ogden Regional later that night. She never fully recovered from the accident. Your team came to her rescue a few more times when she fell in her home and Marilyn always had tremendous respect and appreciation for the outstanding services that Brigham City Fire Department provided. Even more so when she found herself in need, your team repeatedly performed their job effectively and professionally and cared for her with the utmost in courtesy and compassion despite her almost complete hearing loss. She passed away this year. She wished to express her appreciation to Brigham City Fire Department. Please accept this donation and put it to good use in the department to help continue to provide outstanding service. We, her children and grandchildren, are grateful for everything your team did for her. Please let the personnel at the Fire Department know their service and efforts truly do make a difference and are appreciated more than words can ever say."

Presentation on Fleet Lease Program for Police Department Vehicles

Asst Chief Dennis Vincent and Mr. Oyler came to the table. Asst Chief Vincent stated that the Police Department would like to lease police vehicles from Hinckley Automotive and replace them every four years. They feel this would be more effective for the following reasons:

- 1) The cost of vehicle maintenance will be drastically reduced. Oil, brakes and tires will be the only thing Brigham City will need to do with the leased vehicles.
- 2) Once implemented, the Fleet Department will no longer remove old equipment, which will be a large manpower cost savings.
- 3) Because the vehicles will be replaced every four years, they will also be safer.
- 4) Retention in law enforcement has become increasingly difficult and will continue to get worse due to higher wages elsewhere. Having up-to-date equipment for employees is an important retention tool. Police vehicles are the officer's office. They could spend as many as ten hours a day in their vehicle.

Mr. Oyler explained that in the 2014-15 budget the life cycle for police vehicles changed from eight years to five, and the City started buying Tahoes, which are more expensive vehicles than prior years. He reviewed the three prior year's actuals of Police Department payments to the City's fleet fund as well as projected costs for the next seven years.

Mr. Oyler proposed leasing seven vehicles in the current budget year. The money could come from unfunded positions in the Police Department. In the following two years, lease another seven vehicles. In the 2020-21 budget year, purchase four years. By this budget year, the City's fleet lease program would be paid off. There is the potential that the specialty equipment in the police vehicles could last two cycles, or eight years. This would save on the cost of the second lease.

MOTION: Councilmember Peterson made a motion to give authorization to the Mayor to sign the fleet lease agreement as presented, seconded by Councilmember Farr and unanimously carried.

Councilmember Peterson suggested the City start rotating vehicles in other departments every two years. This will be looked at further during the budget process.

Consideration of Resolution Establishing Fees for Business Licenses

Mr. Larsen and Carolann Chalfant came to the table. Mr. Larsen explained that part of the reason for the amendment to this resolution is changes that were recently made to the state law regarding home occupations and food trucks. The resolution includes a third category of home occupations – one that has no impact on a neighborhood. The new state law prohibits charging a business license fee that creates no material offsite impact on the neighborhood, but it does allow a processing fee which is \$20 in this resolution.

Changes were made to the mobile food vendors as well as temporary and seasonal outdoor markets. Temporary and seasonal outdoor market fees were broken down to specify lower rates for artisan vendors, vendors of retail merchandise and food vendors. Fees for events were lowered, with breakdowns for traditional annual events, such as the Christmas Bazaar.

Other changes included minor wording changes.

MOTION: Councilmember Thompson made a motion to approve the resolution establishing fees for business licenses, seconded by Councilmember Farr.

Roll Call:

Councilmember Farr – aye

Councilmember Peterson – aye

Councilmember Thompson – aye

Voting was unanimously in favor.

ADJOURN TO CLOSED SESSION

A motion to adjourn to a closed session to discuss the sale of property was made by Councilmember Farr and seconded by Councilmember Peterson. A roll call vote was taken with all councilmembers voting aye. The meeting adjourned to a closed session at 8:35 p.m.

The Council returned to an open meeting at 8:47 p.m. and adjourned.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the February 1, 2018 City Council Meeting.

Dated this 15th day of February 2018.

Mary Kate Christensen

Mary Kate Christensen, Recorder