

**REGULAR SESSION OF THE  
BRIGHAM CITY COUNCIL  
January 16, 2020**

PRESENT:	Tyler Vincent	Mayor
	DJ Bott	Councilmember - <i>via telephone</i>
	Alden Farr	Councilmember
	Joe Olson	Councilmember
	Tom Peterson	Councilmember
	Robin Troxell	Councilmember
ALSO PRESENT:	Joseph Bach	Fire Chief
	Christina Boss	City Recorder
	Rick Bosworth	Human Resources Director
	Dave Burnett	Public Power Director
	Mike Christiansen	City Attorney
	Paul Larsen	Community Development Director
	Mike Nelsen	Police Chief
	Derek Oyler	Finance Director
	Tyler Pugsley	Public Works Director
	Jason Roberts	City Administrator
	Kristy Wolford	Community Activities & Services Director

Mayor Vincent called the meeting to order. The Reverence Period was given by Pastor Eric Sitterud. The Pledge of Allegiance was recited.

**Approval of Minutes:** A motion to approve the minutes of the January 2, 2020 Special Meeting and January 2, 2020 Council meeting was made by Councilmember Olson, seconded by Councilmember Peterson and unanimously approved as distributed.

**AGENDA**

**RECOGNITION OF EMPLOYEES**

New Hire in Community Activities and Services

**CONSENT**

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collection

**PUBLIC COMMENT**

**COUNCILMEMBER COMMENTS**

**DISCUSSION ITEMS**

1. Dominion Energy Rerouting Discussion
2. Discussion on the Development of a Fire Training Facility

**UNFINISHED BUSINESS**

1. Consideration of Approval of Qualtrics Survey Software Contract

**ADJOURN TO CLOSED SESSION TO DISCUSS THE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY**

**RECOGNITION OF EMPLOYEES**

Alana Blumenthal was recently hired as the Museum Director.

**CONSENT**

**Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections**

A list of accounts totaling \$2,582.81 was presented to be removed from the City's system due to customers taking out bankruptcy or being sent to collections.

**MOTION:** A motion to approve the Consent Agenda was made by Councilmember Olson, seconded by Councilmember Farr and carried unanimously.

### **PUBLIC COMMENT**

Sherry Phipps – Ms. Phipps expressed her concerns about the costs of the Qualtrics software and the fire training facility. She suggested using Facebook and training facilities in other communities as alternatives.

DeAnna Hardy – Ms. Hardy commented that the new Council room is beautiful but not necessary and is paid for by the taxpayers. She stated that there is free social media and agreed with Ms. Phipps on the fire training facility.

### **COUNCILMEMBER COMMENTS**

Councilmember Farr – met with the Airport Advisory Board and stated that there is a new tenant who will build a hangar. He met with the Advisory Council on Aging and discussed the Meals on Wheels drive and Bingo night. He encouraged participation in the event.

Councilmember Olson – attended the Boys and Girls Club meeting. They are doing well financially and the future looks good.

Councilmember Bott – is looking forward to seeing minutes from the BRAG meeting. He stated that he is going to miss his YCC assignment as he enjoyed working with the youth.

Councilmember Peterson – stated that the Legislature will be in session on January 27<sup>th</sup> and the ULCT Legislative Policy Committee will start then as well. He will report on the Library Board and Golf Course Commission at the next Council meeting.

Councilmember Troxell – attended the Recreation & Parks Commission meeting to go over By-Laws and put together an agenda for the year. The Urban Beautification Commission discussed a community garden in one of the parks and an Arbor Day planting with third graders.

Mayor Vincent – stated that Bingo night is for a very good cause and encouraged the Councilmembers to attend. He urged the community to talk to the City about issues such as the fire training facility as opposed to getting information on social media that may not be accurate.

### **DISCUSSION ITEMS**

#### **Dominion Energy Rerouting Discussion**

Mr. Hellstrom, from Dominion Energy, and Mr. Pugsley came to the table. Mr. Pugsley reviewed the history of the Dominion request for rerouting the gas line from 700 South to 600 South. In the motion it was stated that Dominion would pay for Orangeburg sewer lines from the main to the curb and would participate in the costs of the upgrades to the water transmission line on 600 East. Mr. Pugsley explained that Dominion felt as if those conditions did not align with their Brigham City Franchise Agreements. Current Public Works Standards do not require contractors to replace Orangeburg or galvanized water lines when encountered.

Dominion is now looking for approval on the 600 South alignment without the Orangeburg and water main replacement as a contingency. If they cannot get approval, they will re-route the alignment to 700 South. Dominion will not have the work on 700 South completed while school is out for summer. The 700 South alignment would keep the construction activity away from community, but the construction timeline would be longer. The 600 South alignment would be six or seven weeks.

The Council discussed the options and Councilmember Peterson stated that it is a better option to shut down 700 South for a few months than to disturb the Orangeburg pipe and have the residents face possible replacement. Mr. Hellstrom explained that the contractor will TV sewer laterals and mains that are

encountered before and after work is done and that the Franchise Agreement calls for Dominion to repair or replace pavement, sidewalk, street improvements, and private or public facilities that are damaged during operations. There is also a one-year warranty period that runs from the time that the project is concluded. Councilmember Peterson's concern is that the Orangeburg failure may not occur until after the warranty period has passed. Mr. Pugsley suggested going back to the original alignment on 700 South. He stated that the number one priority would be that the intersection at 600 East and 700 South be completed before school starts.

**MOTION:** A motion to approve the original agreement with Dominion for the alignment of 600 East to 700 South with the time frames agreed to, and making the intersection of 600 East and 700 South a priority so that access is open for Mountain View Elementary was made by Councilmember Peterson, seconded by Councilmember Farr and carried unanimously.

### **Discussion on the Development of a Fire Training Facility**

Chief Bach stressed that the fire training facility is in the discussion phase. He presented slides on the screen and explained that a fire training facility would aid in recruit testing and training, shift training, mutual and automatic aid with surrounding municipalities, live fire training, technical rescue and confined space training, structural collapse, high angle, aircraft and automobile fire training, and propane and liquid fuel fire training.

Chief Bach's department maintains basic and advanced level fire certifications in accordance with NFPA standards and with the State Fire Academy. Last year they were awarded a certificate from Utah Fire & Rescue Academy for training excellence. These certifications require constant training. Currently, they do live fire trainings in buildings slated for demolition. In Chief Bach's employment with Brigham City there have been three of these opportunities. Limitations include time, building do's and don'ts, asbestos clearances and breached walls which inhibits training in demolition buildings. Chief Bach detailed limitations and costs to train at the Tremonton or Logan Training Facilities. One 3-hour drill would include the following: costs for travel time; absence of a ladder truck because it can't be taken out of service; inability to use Brigham City trainer; and backfilling staff at the station. One training per month for three shifts would be \$209/hour.

Depending on how much work is done using Public Works and Public Power when available, Chief Bach estimates the facility could be developed over the course of 5 or 10 years. Chief Bach would request an annual budget line of \$20,000 or \$30,000 and the facility would be developed over time. Mr. Roberts estimated that if water and power infrastructure were needed, facility costs would be \$350,000-\$400,000. He estimated \$150,000-\$200,000 if the infrastructure was already in place.

Currently the Insurance Service Office (ISO) rating is a 4/4Y. The Department earns 2.36 credits out of 9 for training. Those credits could be raised if they had their own training facility to train with mutual and automatic aid companies. The higher the ISO rating, the potential for lower insurance rates for businesses and residences.

Consideration for locations are water, power, winter weather, truck access, response time from the training facility to emergency calls and smoke affecting citizens in surrounding the area. Mayor Vincent pointed out that the safety of employees and the surrounding area in a training facility is controlled as opposed to a demolition structure.

Chief Bach invited Mr. Pugsley to the table to review locations. They discussed the benefits and concerns of nine areas including above the shooting range, near the Sports Complex, west of the Green Waste Facility, east of Public Works, the old dump on Forest Street and I-15, east and south of the Airport, the Frog Pond and east of Mayor's Pond. Many of the benefits and concerns had to do with availability of

infrastructure, future expansion of existing facilities and response time for facilities west of the railroad tracks.

Councilmember Farr suggested reaching out to Box Elder County municipalities to see if there is interest in sharing the training facility and participating in the costs.

Chief Bach displayed a draft site plan on the screen. He described what the structures on the 3-5 acre site would look like. Conex boxes would be welded together to create separate training areas and material storage. The site would also have an onsite classroom, most likely in a trailer. Propane props and tanks would be set up for training.

Councilmember Farr asked if the dump south of Love's near the gun range could be one of the locations considered.

### **UNFINISHED BUSINESS**

#### **Consideration of Approval of Qualtrics Survey Software Contract**

Mr. Roberts came forward and stated he sees Qualtrics survey software as a citizen engagement tool. He explained that using social media like Facebook limits responses to one group of people of a certain age. Qualtrics can go to multiple social media platforms, email and text and it allows the residents to participate in surveys for subjects they select. Qualtrics software reviews the questions to help write surveys to get the information needed. The program helps with branding and has back end analysis capabilities.

Councilmember Bott believes that the software should also be used to get City business information to the citizens so they can be educated prior to the survey. Councilmember Farr suggested hiring an intern to focus on social media platforms without purchasing the software.

The current proposed contract is limited to 5,000 responses which would be 10% engagement on 10-12 surveys per year. More responses would take the plan up to the next level at 12,000 responses for an additional \$4,000. Councilmember Olson suggested that the campaign needs to include staging such as posters around town.

Councilmember Troxell feels as though not enough planning has been done to make a good decision. She would like to see if the City can boost the visibility of the different City committees where there might be some public input.

Mr. Roberts foresees a committee made up of some Administration and some Councilmembers who would review the information collected. To go through every survey at a Council meeting would be time consuming.

Councilmember Peterson suggested that the City create an opportunity for engagement when citizens are receiving City services. He believes scanning a QR code in one of the City facilities would be a great tool to get feedback and improve services. Councilmember Olson agrees but feels the City needs to set the stage first.

**MOTION:** A motion to approve the Qualtrics Survey Software contract with the detailed expenditures discussed was made by Councilmember Peterson and seconded by Councilmember Bott. Councilmember Farr questioned and Mr. Roberts confirmed that the contract start date is in April which gives enough time to get the concept in place and staged. The Motion passed with 4 Councilmembers voting in favor and Councilmember Troxell voting against the motion.

**ADJOURN TO CLOSED SESSION**

A motion to adjourn to a closed session to discuss the purchase, exchange or lease of property was made by Councilmember Bott and seconded by Councilmember Olson. A roll call vote was taken with all Councilmembers voting aye. The meeting adjourned to a closed session at 9:01 p.m.

The Council returned to an open meeting at 10:22 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 January 16, 2020 City Council Meeting.*

*Dated this 10th day of February, 2020.*

*Christina Boss*

---

*Christina Boss, Recorder*