

**REGULAR SESSION OF THE  
BRIGHAM CITY COUNCIL  
September 17, 2020  
7:00 P.M.**

PRESENT:	Tyler Vincent	Mayor
	D.J. Bott	Councilmember <i>Arrived at 7:03 p.m.</i>
	Alden Farr	Councilmember
	Joe Olson	Councilmember
	Tom Peterson	Councilmember
	Robin Troxell	Councilmember

ALSO PRESENT:	Christina Boss	City Recorder
	Dave Burnett	Public Power Director <i>via Zoom</i>
	Mike Christiansen	City Attorney
	Mike Nelsen	Police Chief
	Derek Oyler	Finance Director
	Jason Roberts	City Administrator
	Cami Saben	Management Analyst Intern

Mayor Vincent called the meeting to order at 7:01 p.m. The Reverence Period was given by Councilmember Farr and the Pledge of Allegiance was recited.

**AGENDA**

**EMPLOYEE RECOGNITION**

New Hire in Public Works

**CONSENT**

Approval of 09/03/2020 City Council Meeting Minutes

Re-appointment to Planning Commission

**PUBLIC COMMENTS FROM BRIGHAM CITY RESIDENTS AND THOSE PAYING**

**PROPERTY TAXES IN BRIGHAM CITY**

**COUNCILMEMBER COMMENTS**

**ACTION ITEMS**

Request for Approval of Sixth Amendment of Water Supply Agreement

Consideration of Resolution Amending Field Usage Guidelines

**DISCUSSION ITEMS**

Presentation of Plan for Encouraging Citizen Involvement Through a Survey Platform

Contribution to Box Elder Chamber of Commerce

**ADJOURN TO CLOSED SESSION TO DISCUSS PENDING OR REASONABLY IMMINENT  
LITIGATION**

**EMPLOYEE RECOGNITION**

McCoy Nelson was recently hired as a grounds maintenance worker in the Public Works Department.

**CONSENT**

**MOTION:** A motion to approve the Consent agenda was made by Councilmember Bott and seconded by Councilmember Olson. Councilmember Peterson commented on the approval of minutes in the Consent agenda. Mr. Roberts stated that the item could be moved out of the Consent agenda if a discussion or correction was needed. The motion unanimously carried.

**PUBLIC COMMENTS**

Chief Mike Nelsen – invited the Councilmembers and the community to the official ribbon cutting ceremony at the Dennis Vincent Memorial Park on Monday, September 21<sup>st</sup> at 5:30 pm.

### **COUNCILMEMBER COMMENTS**

Councilmember Farr – attended the USU Advisory Board meeting where they discussed holding a pickleball tournament in the spring to raise scholarship funds.

Councilmember Olson – recognized the Youth City Council for their service in Peach Days activities.

Councilmember Peterson – reminded the Councilmembers of the upcoming ULCT Conference. He attended a Golf Course Commission meeting and stated that the Golf Course had their best year on record. The new irrigation system worked well over the summer and they are working on weed control. The Commission is working on a future signage fundraiser. Councilmember Peterson commented on the condition of the cart paths.

Councilmember Peterson also attended a Library Board meeting and had annual training and quarterly safety training. He mentioned a City-wide conflict and de-escalation training for all employees. Mr. Wilkerson installed wi-fi so that patrons can access the internet from the parking lot. The Library is using COVID-19 grant funds for digital resource alternatives. They will amend the By-laws for electronic meetings similar to what City Council did. Other updates included the October Book Festival and ESL & Citizenship classes.

Councilmember Bott – recognized the virtual Peach Days successes. He encouraged citizen participation and support for the Police Department in the ribbon cutting ceremony. He also recognized the Youth City Council for their efforts with the fruit display. He attended and enjoyed the employee golf tournament and expressed his disappointment at having missed the employee luncheon.

Councilmember Troxell – attended the employee luncheon and conveyed her admiration for the hard work and dedication of City employees. She registered for and will attend the ULCT conference. She and her family signed up for the Storm Drain Decal Program Community Service Project. This program teaches residents about the effects and prohibitions against waste disposal in the storm drain system.

Mayor Vincent – echoed Councilmember Troxell's comments regarding City employees. He expressed his appreciation for Monica Holdaway, the Chamber of Commerce and citizens for their work with Peach Days activities. He thanked Chief Nelsen, the Police Department and City officials for the Dennis Vincent Memorial Park. He remembered Wendy English and thanked Mr. English for the dedication and work his wife put into the Mayor's election campaign.

### **ACTION ITEMS**

#### **Request for Approval of Sixth Amendment of Water Supply Agreement**

Mr. Oyler approached the podium and explained that the 1994 Agreement was entered into with the Bear River Water Conservancy District (BRWCD) to feed the residents of the Harper Ward. Some of the changes in the proposed Amendment were presented to the BRWCD. Mr. Oyler reviewed the following items in the 6th Amendment:

- Amendment is effective September 12, 2020
- Agreement term is one year due to the anticipated update of the entire Agreement
- Change of terminology from *surplus* to *wholesale* and *200-acre feet* to *100-acre feet*
- Agreement is for Harper Ward's 104 connections only (71 connections are within the Brigham City annexation area)
- Any other connections need to be approved in writing and rates negotiated by Brigham City
- Penalty clause with \$25,000 fine for illegal connections
- Agreement will be presented to the BRWCD the first week of October for approval
- \$345 per acre foot rate

The Councilmembers discussed the amount of Brigham City water being used in Harper Ward and the amount flowed to West Corinne. They also discussed the effects of the proposed bill in the Legislature, serving water outside of City limits, metering, future growth, and the emergency connection agreement with West Corinne.

**MOTION:** A motion to approve the Sixth Amendment of Water Supply Agreement was made by Councilmember Olson and seconded by Councilmember Bott.

**Roll Call:** Councilmember Troxell – aye  
Councilmember Bott – aye  
Councilmember Peterson – aye  
Councilmember Olson – aye  
Councilmember Farr – aye

### **Consideration of Resolution Amending Field Usage Guidelines**

Mr. Roberts came to the podium and explained that fields have been historically scheduled through the Parks Department and the Recreation Department. The proposed language states that games and practice games be scheduled, and fees paid, through Brigham City.

**MOTION:** A motion to approve the Resolution Amending Field Usage Guidelines was made by Councilmember Olson and seconded by Councilmember Peterson.

**Roll Call:** Councilmember Olson – aye  
Councilmember Farr – aye  
Councilmember Troxell – aye  
Councilmember Bott – aye  
Councilmember Peterson – aye

## **DISCUSSION ITEMS**

### **Presentation of Plan for Encouraging Citizen Involvement Through a Survey Platform**

Mr. Roberts introduced Ms. Saben, the Management Analyst Intern, stating that she is well versed in communications. She is using the Qualtrics software platform to gather opinions on City services.

Ms. Saben came to the podium and gave her presentation on the citizen feedback panel and the demographic survey for potential survey panel participants. She revealed the list of survey topics. She has completed surveys for the Library's Book Club and summer reading program. She is working on an employee satisfaction survey, an exit survey for the flag football program, and a survey for the pickleball tournament via a QR code posted at the courts. She hopes to have the first feedback survey out in January. Mr. Roberts stated that staff has discussed forming a committee to review topics and surveys. At least one Councilmember would be asked to serve on the committee.

Councilmember comments included

- Adding a register to vote button
- Starting the survey with a selected language choice
- Survey feedback privacy and statement about surveys not determining City policy
- Attaching a quick rating to online City services
- Using the survey to get input on budget priorities
- Staff meeting discussions of possible survey topics depending on current or upcoming events

### **Contribution to Box Elder Chamber of Commerce**

Mr. Roberts stated that there is an annual budgeted contribution to the Chamber of Commerce tied to Peach Days. Ms. Holdaway approached the podium and explained that Peach Days is the Chamber's revenue source for the year. Because Peach Days was not held, the Chamber's budget was greatly impacted. She

explained several of the Peach Days traditions, like window displays and the fruit display, took place while other activities like the Peach Queen were done differently due to COVID-19. She talked about the success of virtual Peach Days, and service week which raised \$25,000. She spoke about the expansion of Chamber services due to COVID-19 and trying to meet the business' needs. The Chamber cut expenses in their line items and laid off a part time employee.

Ms. Holdaway met with Tremonton City who will amend their budget and contribute \$5,000. She applied for and received a Shop in Utah grant which will allow members a 20% discount on 2020-21 dues if they pay before December 30<sup>th</sup>. She is working with BRAG to get funding for business consulting, and working with Box Elder County for funding options.

She mentioned two new sponsorship programs, restaurant week and shop local bingo. Participants can enter on the Chamber's Facebook page to win prizes.

Mayor Vincent expressed his appreciation for Ms. Holdaway and the Chamber's ability to think outside the box with the Peach Days. Councilmember Olson also recognized the Chamber's work and stated that possibly the virtual events could be added to next year's events. Councilmember Bott commented on the Chamber's many services to businesses throughout the year.

Mr. Roberts stated that insurance was included in the Chamber/Peach Days budget line.

**MOTION:** A motion to approve the budget item contribution to the Chamber of Commerce, less the amount budgeted for insurance, was made by Councilmember Bott, seconded by Councilmember Olson, and carried unanimously.

#### **ADJOURN TO CLOSED SESSION**

A motion to adjourn to a closed session to discuss pending or reasonably imminent litigation 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 8:43 p.m. The Council returned to an open meeting at 9:34 pm 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 September 17, 2020 City Council Meeting.*

*Dated this 2nd day of October, 2020.*

*Christina Boss*

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*Christina Boss, Recorder*