

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
October 15, 2020
7:00 P.M.**

PRESENT:	Tyler Vincent	Mayor
	D.J. Bott	Councilmember <i>via Zoom</i>
	Alden Farr	Councilmember
	Tom Peterson	Councilmember
	Robin Troxell	Councilmember
ALSO PRESENT:	Christina Boss	City Recorder
	Rick Bosworth	Human Resources Director <i>via Zoom</i>
	Mark Bradley	City Planner <i>via Zoom</i>
	Dave Burnett	Public Power Director <i>via Zoom</i>
	Mike Christiansen	City Attorney
	Mike Nelsen	Police Chief
	Jason Roberts	City Administrator
	Brandon Thueson	Fire Chief <i>via Zoom</i>
EXCUSED:	Joe Olson	Councilmember

Mayor Vincent called the meeting to order at 7:00 p.m. The Reverence Period was given by Councilmember Troxell and the Pledge of Allegiance was recited. Mayor Vincent excused Councilmember Olson.

AGENDA

**PRESENTATION OF JIM DAVIS EXTRAORDINARY SERVICE AWARD
RECOGNITION OF EMPLOYEES**

New Hire in Public Works and Promotions in Fire Department

CONSENT

Approval of 10/01/2020 City Council Meeting Minutes

Appointment to Urban Beautification Commission

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

PUBLIC HEARING

Consideration of Resolution Amending FY 2020-2021 Budget

SCHEDULED DELEGATION

Proclamation Declaring October Violence Awareness Month and Presentation of Dennis B. Vincent
Crime Victims Service Award

**PUBLIC COMMENTS FROM BRIGHAM CITY RESIDENTS AND THOSE PAYING
PROPERTY TAXES IN BRIGHAM CITY**

COUNCILMEMBER COMMENTS

ACTION ITEMS

Consideration of Request to Install an Awning at 41 South Main

Consideration of Updates to Employee Policy Manual Chapters 9, 11, 12, 13, & 14

DISCUSSION ITEMS

Power Sourcing Update

CARES Act Funds

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

PRESENTATION OF JIM DAVIS EXTRAORDINARY SERVICE AWARD

Mr. Bradley approached the podium and read his letter nominating Joan Kimber for the Jim Davis Extraordinary Service Award. His letter highlighted her extensive service to the community and acknowledged her devotion to her children, grandchildren, and great grandchildren. He presented the Jim

Davis Award to Ms. Kimber and thanked her for her service. Mayor Vincent also thanked Ms. Kimber and expressed his gratitude for her service to the community.

RECOGNITION OF EMPLOYEES

Mayor Vincent recognized Tani Sherwood who was recently hired as an Industrial Pretreatment Program Specialist. He also acknowledged Maddie Carlsen who was promoted to Firefighter Paramedic, and Doug Higgins who was promoted to Fire Engineer.

CONSENT

Approval of 10/01/2020 City Council Meeting Minutes

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

A list of accounts totaling \$1,883.65 was presented to be removed from the City's system due to customers taking out bankruptcy or being sent to collections.

Appointment to Urban Beautification Commission

It was recommended that John Hull be appointed to the Urban Beautification Commission.

MOTION: A motion to approve the Consent agenda was made by Councilmember Bott and seconded by Councilmember Troxell. The motion unanimously carried.

PUBLIC HEARING

Consideration of Resolution Amending FY 2020-2021 Budget

Mr. Roberts approached the podium and stated that the amendment was due to grants received in prior years.

Fund/Project	Amount	Revenue	Expense
<u>General Fund</u>			
Fire Department Competitive Grant	\$ 47,019	EMS Grant	Ambulance Costs
Fire Hazmat Cleanup Donation	\$ 6,076	Reserved Fund Balance	Hazmat Equipment

A motion to open the public hearing was made by Councilmember Peterson, seconded by Councilmember Farr, and unanimously carried. There were no public comments. A motion to close the public hearing was made by Councilmember Peterson, seconded by Councilmember Farr, and unanimously carried.

MOTION: A motion to approve the Resolution Amending the FY 2020-2021 Budget was made by Councilmember Peterson and seconded by Councilmember Farr.

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

SCHEDULED DELEGATION

Proclamation Declaring October Violence Awareness Month and Presentation of Dennis B. Vincent Crime Victims Service Award

Penny Evans from the New Hope Crisis Center came to the podium and stated that due to the pandemic they used social media to share information on domestic violence awareness month online activities. She expressed her appreciation for the Brigham City Police Department services and support.

Ms. Evans stated that the Crime Victims Conference was cancelled due to COVID-19. The Crime Victims Service Awards are usually given at that conference. Two recipients were chosen. One award would be

presented at the Brigham City Council meeting and one at the Tremonton City Council meeting. She read the proclamation declaring October, Domestic Violence Awareness month.

Ms. Evans spoke about Dennis Vincent's career, service and devotion to his community and family. Karrie Vincent came to the podium and read the nomination for Cheryl Burgan and presented the Dennis B. Vincent Crime Victims Service Award. Mayor Vincent congratulated Ms. Burgan.

PUBLIC COMMENTS

There were no public comments.

COUNCILMEMBER COMMENTS

Councilmember Peterson – has been involved with the Legislature and ULCT on the accessory dwelling unit legislation coming in the next session.

Councilmember Troxell – attended a Recreation and Parks Commission meeting. Julia Gee was appointed as the new Chair. There were only a few program cancellations due to COVID and precautions were taken for programs that took place. Dr. Klein will make a donation for caps and other items for the pickleball courts.

Mayor Vincent – expressed his appreciation for Brigham City citizens' handling of the COVID-19 case setbacks and encouraged masks. He thanked the Council and his office staff for their dedication and service.

ACTION ITEMS

Consideration of Request to Install an Awning at 41 South Main

Mr. Bradley displayed the Idle Isle Candy façade on the screen and stated that the request is for a 35-foot wide by 2-foot deep fixed awning to be installed 10 feet above the existing retractable awning. The existing awning fabric will be replaced with a red and white striped fabric. The fabric on the smaller, fixed awning above will be red.

MOTION: A motion to approve the request to install an awning at 41 South Main was made by Councilmember Peterson and seconded by Councilmember Farr.

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

Consideration of Updates to Employee Policy Manual Chapters 9, 11, 12, 13 & 14

Mr. Roberts approached the podium and highlighted the proposed changes.

- Personal leave payout for on-duty death paid at 100% up to 80 hours
- Changes to the wording and addition of charts in Chapter 11 Retirement Benefits, for clarification
- Christmas Eve 4-hour holiday when Christmas Eve falls on a Monday through Thursday; with the exception of Public Safety employees who will receive the 4-hour holiday if working a scheduled shift
- Removal of language regarding on-call vehicle occupants

Councilmember Peterson expressed his thoughts on employee loyalty and longevity incentives. Mr. Roberts stated that the proposal was addressed in a previous budget process but was removed due to a budget prioritization issue. Mr. Roberts will bring the budget estimates back to the City Council at a later meeting.

Councilmember Peterson asked if the proposed item went before the Employee Coordination Committee (ECC). Mr. Roberts explained that the on-duty death benefit would be supported by the ECC. The Christmas Eve 4-hour holiday puts employees into overtime when Christmas falls on a Saturday or Sunday.

MOTION: A motion to approve updates to the Employee Policy Manual Chapters 9, 11, 12, 13, and 14 was made by Councilmember Bott and seconded by Councilmember Farr.

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

DISCUSSION ITEMS

Power Sourcing Update

Mr. Burnett began the discussion by updating the Councilmembers on the Carbon Free Power Project (CFPP).

- Anticipated announcement of Department of Energy (DOE) \$1.3B cost sharing award on October 16th
- Levelized cost of energy (LCOE): \$49.93/MWh in 2020 dollars; \$59.67/MWh in 2029 dollars
- Addition of Class 3 engineering estimate off ramp in January 2022
- Created a CFPP LLC
 - Under the direction of a President, most likely Doug Hunter, UAMPS CEO
 - 2 FTEs (Project Director and Controller/Senior Accountant) at no LCOE increase

Mr. Christiansen came forward and added that the LLC concept was created for the development stage. Operating agreements will be incorporated with the LLC and more contracts entered into as the project commences. He explained that currently there is a shell organization controlled by UAMPS. Each participant has some control and some protection measures through the LLC organization. There are still some project agreements that are not finalized while waiting for the award. There will be operating agreements with each project as they are approved.

Mr. Roberts discussed the remaining risks – construction costs and participant dedication. The costs for a convenience exit at the Class 3 off ramp would be \$971,062. The risk changes if more participants pull out. If needed, the City's rate stabilization fund has over \$2M to cover the costs of exiting the project. The maximum amount of risk staff recommended was \$1.3M through the next phase.

Mr. Burnett stated that more participants could come to the project with the announcement of the DOE award. Mr. Roberts felt that staying with the 15.25 MWh gives the City the opportunity to look at other products in the future; however, there are not many other options on the market. There was a discussion on current base load, future growth, and the layoff program. Mr. Roberts stated that Brigham City was at slightly more than 10% of the project.

Councilmember Bott clarified his reasoning for being supportive of the project and recalled when Rocky Mountain Power proposed a 29% increase which would have been approximately \$65/MWh. He is in favor of increasing the City's share and the layoff program. There was a discussion on base load shortages in some states.

Mr. Roberts confirmed that the City would move forward as presented.

CARES Act Funds

Mr. Roberts reviewed the criteria and options for spending CARES Act funds laid out by the U.S. Department of the Treasury.

- Used to cover expenses that are necessary expenditures incurred due to the public health emergency with respect to COVID-19
- Expenses were not accounted for in the budget most recently approved as of March 27, 2020
- Expenses were incurred during the period that begins March 1, 2020 and ends on December 30, 2020

Mr. Roberts clarified that funds cannot be used to cover lost revenue but can cover expenses that have occurred during the specified time period.

Box Elder County has allocated \$1M to the small business grant program and is issuing grants for individual businesses. They asked if Brigham City would like to participate in the program with them. The advantage is that it keeps money in the County and in Brigham City.

There was a discussion on the Treasury guidelines' meaning of the term *substantially dedicated* and the City's public safety payroll expenses.

Staff recommended the following uses for the funds:

- Work with the County and possibly obtain a grant to fund the incubator kitchen at the Academy Center thereby helping a portion of the small business population that was affected by COVID
 - \$200,000 pass-through grant program; estimate for the Academy kitchen project is \$200-250,000
- Apply the remainder of the funds toward the public safety component allowed by the Treasury and projects that were already started due to COVID-19
 - Salaries that are not used can be put towards the Academy kitchen project

If there was a budget surplus of cash because of the CARES Act funds, staff would recommend moving the surplus to a capital project fund and budgeting it in a future period.

There was additional discussion on the CDBG funds slated for the Academy kitchen project prior to the pandemic. Those funds were used for local small business COVID-19 grants at the request of CDBG.

Staff will move forward as discussed.

ADJOURN TO CLOSED SESSION

The meeting adjourned at 8:45 pm. There was no closed session.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the October 15, 2020 City Council Meeting.

Dated this 9th day of November, 2020.

Christina Boss

Christina Boss, Recorder