

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
March 18, 2021
7:00 P.M.**

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|----------|---------------|--------------------------------------|
| PRESENT: | Tyler Vincent | Mayor |
| | D.J. Bott | Councilmember |
| | Alden Farr | Councilmember |
| | Joe Olson | Councilmember |
| | Tom Peterson | Councilmember <i>arrived at 7:42</i> |
| | Robin Troxell | Councilmember |

| | | |
|---------------|--------------------|---------------------------------------|
| ALSO PRESENT: | Christina Boss | City Recorder |
| | Mark Bradley | City Planner <i>via Zoom</i> |
| | Dave Burnett | Public Power Director <i>via Zoom</i> |
| | Mike Christiansen | City Attorney |
| | Brett Jones | City Engineer |
| | Mike Nelsen | Police Chief |
| | Derek Oyler | Finance Director |
| | Tyler Pugsley | Public Works Director |
| | Kristina Rasmussen | Deputy City Recorder |
| | Jason Roberts | City Administrator |
| | Royce Wilkerson | IT Director <i>via Zoom</i> |

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

AGENDA

CONSENT

Request for Approval of March 4, 2021 City Council Meeting Minutes
Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections
Reappointments to the Golf Course Commission

PUBLIC HEARING

Consideration of Resolution Amending FY 2020-21 Budget

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

COUNCILMEMBER COMMENTS

ACTION ITEMS

Consideration of Ordinance Amending City Code Chapter 29.13 to Include RV Park
Consideration of Ordinance Adding City Code Chapter 13.04, Open Burning Prohibited and Fire Restrictions
Consideration of Employee Policy Manual Updates Chapter 15-21
Consideration of Engineering Services Contract

DISCUSSION ITEMS

Golf Course Annual Report

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

CONSENT

Approval of March 4, 2021 City Council Meeting Minutes

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

A list of accounts totaling \$237.14 was presented to be removed from the City's system due to customers taking out bankruptcy or being sent to collections.

Reappointments to the Golf Course Commission

Michael Killpack, Jill Christensen, Phil Jeppsen and Sean Hales were recommended for reappointment to the Golf Course Commission. Mayor Vincent expressed his appreciation for their willingness to serve.

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

ACTION ITEM

Mayor Vincent requested Action Item number 4 be heard prior to the Public Hearing due to the fact that the proposed engineering contract was included in the budget revision.

Consideration of Engineering Services Contract

Mr. Roberts thanked Mayor Vincent for allowing the item to be moved and explained that the public would have an opportunity to make comments at the public hearing. He stated that within the next year, a railroad overpass to help alleviate traffic congestion on West Forest Street will be brought before the Council. Funding for the overpass will come from a fuel tax imposed on rail operations. Mr. Roberts further explained that Mayor Vincent testified before the State Transportation Committee about the effect of trains blocking Forest Street on local transportation and the local economy. Representative Ferry and Senator Sandall sponsored legislation that allowed the fuel tax to be collected.

The proposed project would be completed in four phases:

1. Concept design, environmental and economic impact fee studies
2. Stakeholder and public input
3. Final construction design
4. Construction

A request for Statement of Qualifications was issued in January to seek engineering services candidates. Parametrix was the engineering firm chosen to provide the enhanced conceptual design. The contract is a cost-plus fixed fee contract, prepared by the City and approved by the Parametrix. City staff and Parametrix would meet every other week to approve work and fees. Estimated costs are \$276,000, which is in line with original estimate of \$275,000.

Councilmember Olson was concerned for local businesses and homes around the project area. Mr. Roberts said they will talk to the stake holders about the impact on the local businesses and bring that conversation back to the Council before final decisions are made.

MOTION: Councilmember Bott made a motion to approve the Engineering Services Contract. The motion was seconded by Councilmember Troxell.

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

PUBLIC HEARING**Consideration of Resolution Amending FY 2020-21 Budget**

Mr. Oyler came to the podium and outlined the proposed changes to the budget.

| Fund/Project | Amount | Revenue | Expense |
|-------------------------------|---------------|----------------------------|-------------------------------|
| General Fund | | | |
| Fundraising for Senior Center | \$ 6,000 | Fundraising Revenue | Purchase of Product |
| Engineering Services Contract | \$ 400,000 | Intergovernmental Revenues | Engineering Services Contract |

Mr. Oyler explained that the engineering services contract amount also includes an estimate for the environmental study and the economic impact study to be performed by third parties. He stated the entire amount would be covered by State legislative appropriations.

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

MOTION: A motion to approve the Resolution amending the FY 2020-21 budget was made by Councilmember Bott and seconded by Councilmember Olson.

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

PUBLIC COMMENTS

There were no public comments

COUNCILMEMBER COMMENTS

Councilmember Troxell – attended the Urban Beautification Commission meeting. Projects include Arbor Day activities and encouraging tree planting. They are also considering the possibility of putting a rose garden in town and are looking for volunteers to be on the Commission and to participate in projects.

Councilmember Troxell also attended the Recreation and Parks Commission meeting. They offered to help with anything needed for the Tournament of Champions. Councilmember Troxell expressed appreciation to the volunteers for the time they put into being on committees and boards. She suggested posting volunteer opportunities on the City website to help inform the community of the need for volunteers. Councilmember Bott suggested there may still be concerns with volunteering due to Covid.

Mayor Vincent – stated our Covid numbers are dropping and hopes we can get to a low transmission rate. He indicated that the Governor may lift the mask mandate which would allow face to face contact once again. Mayor Vincent attended a Wasatch Front Regional Council meeting about transportation and the growth of the State. He expressed his appreciation for the Council and all they do.

ACTION ITEMS**Consideration of Ordinance Amending City Code Chapter 29.13 to Include RV Park**

Mr. Bradley reviewed the proposed amendment to Chapter 29.13 which would allow a recreational coach park within one half mile of an interstate. The amendment would be a permitted use in General Commercial (GC) zone and not permitted in the Central Business District (CBD) zone. It is consistent with Chapter

29.37 which states that recreational coach parks shall be generally located adjacent to, or in close proximity to, a major traffic artery or highway. The Planning Commission held a public hearing on March 2nd and made a recommendation for approval.

Councilmember Bott stated that it would be a welcome addition with the truck stop, bird refuge, high school, and Tournament of Champions all being close to the area.

Councilmember Troxell asked why an RV Park was not previously included in the commercial district. Mr. Bradley displayed a 2005 West Forest Street Plan that identified the same general area for an RV park. He stated that Love's Travel Stops are implementing RV parks to allow travelers to be close to the interstate and services. Councilmember Farr asked about long-term rentals. Mr. Bradley confirmed the Code would allow for long term stays, but Love's is anticipating shorter stays.

MOTION: Councilmember Bott made a motion to approve the Ordinance amending City Code Chapter 29.13 to Include RV Park. The motion was seconded by Councilmember Olson.

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

Consideration of Ordinance Adding City Code Chapter 13.04, Open Burning Prohibited and Fire Restrictions

Mayor Vincent tabled this item at the request of Chief Thueson. It will be heard at a future Council meeting.

Consideration of Employee Policy Manual Updates Chapters 15-21

Mr. Roberts went over the changes and updates to the Employee Policy Manual Chapters 15-21. Minor changes were made to all chapters except Chapter 18 Workers Compensation, and Chapter 21 Network Security. Chapter 18 has been almost completely re-written to include a new return-to-work program which will help to lower workers compensation rates.

MOTION: Councilmember Farr made a motion to approve the Employee Policy Manual updates Chapters 15-21. The motion was seconded by Councilmember Bott.

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

DISCUSSION ITEMS

Golf Course Annual Report

Mr. Marx expressed appreciation to the City for allowing him to be a part of the community and for the opportunity to be the Golf Pro for the last 23 years. He recognized the work of the Golf Course Commission as well as Rene Cedillo and Diane Reichard for their hard work and all they do behind the scenes. He also mentioned Chase Hansen, Assistant Pro, at the golf course who entered the PGA program and will soon be a PGA professional.

Mr. Marx stated that even with Covid, they had an amazing year. People that never golfed came out, and the regulars golfed more. Revenues and dollars per round were higher than ever. Junior pro leagues and junior lessons saw the highest enrollment. The golf course staff implemented several different methods to make sure people were safe. They were open more days in 2020 than any other year in the past ten years.

He talked about the July 4th fireworks at the golf course and stated that he liked them at Pioneer Park because it brought the community together, but will support whatever location the City decides in the future.

Mr. Marx spoke about the irrigation issues they had in 2020. The new irrigation flange bolts were not tightened correctly and caused seven flanges to blow out. The company that installed the system has reimbursed the golf course for the repairs. Councilmember Peterson asked about the warranty. Mr. Marx explained the warranty was 50 years on the pipe and at least 5 years on the installation and other items.

He asked that the FY 2021-22 capital improvement request for cart paths be approved and acknowledged the funds that were granted in the current fiscal year. Because they could not get contractors to install cart paths, they instead hired a contractor to seal coat existing cart paths.

Mr. Marx concluded his presentation stating that the golf course has been nominated as the top golf course in Northern Utah will provide an update on that next year. He also confirmed there will be no price changes this year.

ADJOURN TO CLOSED SESSION

A motion to adjourn to a closed session to discuss the purchase, exchange or lease of real 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 8:08 p.m.

The Council returned to an open meeting at 8:57 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 March 18, 2021 City Council Meeting.

Dated this 2nd day of April, 2021.

Christina Boss

Christina Boss, Recorder