

**REGULAR SESSION OF THE  
BRIGHAM CITY COUNCIL  
December 2, 2021  
7:00 P.M.**

PRESENT:	Tyler Vincent	Mayor
	D.J. Bott	Councilmember
	Alden Farr	Councilmember
	Joe Olson	Councilmember
	Tom Peterson	Councilmember
	Robin Troxell	Councilmember <i>Arrived at 7:18 p.m.</i>

ALSO PRESENT:	Christina Boss	City Recorder
	Mark Bradley	City Planner
	Mike Christiansen	City Attorney
	Paul Larsen	Community & Economic Development Director
	Mike Nelsen	Police Chief
	Derek Oyler	Finance Director <i>Arrived at 7:18 p.m.</i>
	Jason Roberts	City Administrator

Mayor Vincent called the meeting to order at 7:00 p.m. The Reverence Period was given by Pastor Laura Stellmon and the Pledge of Allegiance was recited.

**AGENDA**

**CONSENT**

Request for Approval of November 18, 2021 City Council Meeting Minutes  
Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections

**PUBLIC HEARING**

Community Development Block Grant (CDBG) First Public Hearing

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

**COUNCILMEMBER COMMENTS**

**ACTION ITEMS**

Consideration of Update to Employee Policy & Procedure Manual, Chapter 9-5, Paid Holidays

**DISCUSSION ITEMS**

Cul-De-Sac Discussion

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

**CONSENT**

**Approval of November 18, 2021 City Council Meeting Minutes**

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

A list of accounts totaling \$2,303.88 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 Peterson, seconded by Councilmember Bott, and carried unanimously.

**PUBLIC HEARING**

**Community Development Block Grant (CDBG) First Public Hearing**

Mr. Larsen came to the podium and stated that the purpose of the public hearing was to provide citizens with pertinent information about the Community Development Block Grant program and to allow for discussion of possible applications for the 2022 funding cycle. He explained that the grant money must be

spent on projects benefiting primarily low and moderate-income persons. The Bear River region, in which Brigham City is a member, is expecting to receive approximately \$776,520 in the new program year. All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual and interested persons can review it at any time. Mr. Larsen read several of the eligible projects including affordable housing, community infrastructure, durable equipment purchases, housing rehabilitation, and public service projects for seniors, youth, and battered spouses. Mr. Larsen indicated that in the past Brigham City has received grants for a Senior Center floor replacement, parking lot overlay, electrical system upgrade, ADA curb ramps throughout the City, housing rehabilitation, and building improvements to the Box Elder County Family Support Center, Habitat for Humanity, and the Box Elder County Community Health Center. It was asked that anyone with questions, comments or suggestions during the hearing identify themselves by name before they speak so that their name could be included in the minutes, and so that the City could specifically respond to their questions and suggestions during the hearing. Mr. Larsen stated no further action was required beyond the public hearing.

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

#### **PUBLIC COMMENTS**

There were no public comments.

#### **COUNCILMEMBER COMMENTS**

Councilmember Olson – attended a Boys and Girls Club Committee meeting. He praised the program stating grade school participants received the highest testing scores in ten years in the midst of impacts from COVID-19.

Mayor Vincent – enjoyed a Mayor’s Association Christmas party and attended Police Chief interviews. He recognized Chief Nelsen for his 43 years of service to the City. He thanked staff and Councilmembers for their hard work and dedication. Mayor Vincent told the Youth City Councilmembers in attendance that he has enjoyed being involved with their group. He thanked Mrs. Vincent as well as the community for support during his term.

#### **ACTION ITEMS**

##### **Consideration of Update to Employee Policy & Procedure Manual, Chapter 9-5, Paid Holidays**

Mr. Roberts explained City Hall closes at noon on Christmas Eve and employees receive a four-hour holiday when Christmas Eve falls on Monday through Thursday. Public Safety employees working a scheduled Christmas Eve shift on Saturday or Sunday receive the holiday benefit. The policy update adds Friday to those days Public Safety employees working a scheduled Christmas Eve shift would receive the holiday benefit.

**MOTION:** Councilmember Olson made a motion to approve the update to Employee Policy & Procedure Manual, Chapter 9-5, Paid Holidays. The motion was seconded by Councilmember Farr. Councilmember Peterson questioned the underlined verbiage in Chapter 9-14, Education Assistance and Chapter 9-15, Employee Fitness, Wellness and Emergency Equipment Purchases Program. Mr. Roberts and Mr. Oyler clarified the verbiage was underlined for emphasis and not because it was changed.

<b>Roll Call:</b>	Councilmember Farr	Aye
	Councilmember Bott	Aye
	Councilmember Peterson	Aye
	Councilmember Olson	Aye
	Councilmember Troxell	Aye

## DISCUSSION ITEMS

### Cul-De-Sac Discussion

The discussion was requested by City Council in a previous meeting. Mr. Larsen came forward and displayed cul-de-sac and connectivity language from the General Plan and the Subdivision Code. He explained when staff considers cul-de-sac proposals, they consider accessibility, connectivity, emergency services, snow removal and garbage truck maneuverability, maintenance and repairs, parking, utility functionality, and walkability. In the past year, three cul-de-sacs in two subdivisions were approved because both developments met the criteria and cul-de-sacs were the appropriate design solution. Mr. Larsen briefly reviewed the process for amending the General Plan and Subdivision Ordinance.

Councilmember Peterson felt cul-de-sacs should not be discouraged and the ordinance language should be loosened to exclude the prohibition of cul-de-sacs. He suggested language offering limited instances where cul-de-sacs may be approved. Councilmember Olson agreed that the language should be softened and felt blanket prohibition of all cul-de-sacs should be changed. Councilmember Troxell attended several Planning Commission meetings when the Subdivision ordinance was being updated in 2020. She felt the Planning Commission aligned best practices with the Public Works standards and the General Plan. She did not agree that the language should be changed.

Mr. Roberts displayed an email from Tyler Pugsley detailing cul-de-sac issues including property owner ingress/egress problems, higher maintenance costs, snow storage limitations, safety concerns with garbage truck maneuverability, water quality and fire flow issues with dead end lines, and increased traffic in neighborhoods surrounding cul-de-sac streets.

Dean Lester, Planning Commissioner, came to the podium and explained when the Planning Commission considers a development application they rely on clean and concise Code language as they have no discretion to approve anything not written in Code. Councilmember Peterson pointed out because of the cul-de-sac prohibited and limited exceptions, the Planning Commission has no option but to deny cul-de-sac applications in most instances. Mr. Lester stated any new proposed language would need to address specific conditions for allowing cul-de-sacs. When working on the General Plan and Subdivision updates, the Planning Commission considered best practices, fire structure, snow removal, and all factors previously mentioned. Mr. Lester asked that the City Council make a recommendation to the Planning Commission for the type of language they want.

Councilmember Bott agreed with Councilmember Troxell and did not support changing the language for cul-de-sacs. Councilmember Farr agreed stating he did not see reason to change the wording in the Code. In the interest of being development friendly, Mr. Larsen suggested the Planning Commission hold its own discussion and come back with suggested language to address the concerns raised.

The meeting adjourned at 8:06 p.m. 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 December 2, 2021 City Council Meeting.*

*Dated this 20th day of December, 2021.*

*Christina Boss*

*Christina Boss, Recorder*