

PERRY CITY COUNCIL MEETING
PERRY CITY OFFICES
February 27, 2025

7:02 PM

OFFICIALS PRESENT: Mayor Kevin Jeppsen, Council Member Nathan Tueller, Council Member Toby Wright, Council Member Ashley Young, and Council Member Dave Walker

OFFICIALS ABSENT: Council Member Blake Ostler

CITY STAFF PRESENT: City Recorder Shanna Johnson, City Administrator Bob Barnhill, City Attorney Bill Morris, Chief of Police Scott Hancey, Public Works Director Zach Allen, and Emergency Manager Marshall Blom

OTHERS PRESENT: Tracy Swenson, Dusty Richards, Bradley Johnson, Mark Sherwood, and Mike Young

ON-LINE: Melanie Barnhill, and BENJ

ITEM 1: CALL TO ORDER

Mayor Jeppsen welcomed everyone and called the City Council meeting to order.

ITEM 2: PROCEDURAL ISSUES

A. Conflict of Interest Declaration

None

ITEM 3: PRESENTATION

A. Community Wildfire Program

Tracy Swenson from the State of Utah Division of Forestry Fire and State Lands presented information about the Cooperative Wildfire Systems Program (CWSP). Swenson explained that the program, enacted in 2017, allows partnerships between the state, counties, municipalities, and fire districts to reduce fire hazards in communities. He noted that Perry City had previously participated in the program but was removed due to unfulfilled commitments.

Mr. Swenson outlined the program's structure, including the participation commitment based on fire history and hazard risk. For Perry City, the current participation commitment is approximately \$5,041. He explained that cities can also meet this commitment through in-kind work in three categories: fuels mitigation, preparedness, and prevention.

Mr. Swenson emphasized the importance of having a Community Wildfire Protection Plan (CWPP) in place, which would need to be created by the city with input from local partners and is required to become a partner in the CWSP. He noted that the agreement for the program is pending the outcome of current legislative discussions at the state level and would likely be available after March 15.

Council members asked questions about the program, including the width of effective fire breaks, the use of city-owned property for mitigation efforts, whether current contracts for initial fire attack counts towards participation commitment and the number of entities participating in the program statewide.

Council Member Walker inquired about the deadline for joining the program, to which Swenson responded that while there isn't a strict deadline, having the CWPP completed and signed prior to June 1 would be ideal.

Mr. Swenson agreed to get a copy of the agreement to Mayor Jeppsen and Emergency Manager Marshall Blom when it becomes available.

B. Republic Services Update

Mark Sherwood from Republic Services provided an annual update on waste management services in Perry City. He presented information on Republic's footprint in Northern Utah, serving 26 municipalities. For Perry City, he reported that four drivers service nearly 120,000 carts annually.

Mark discussed the volume of waste collected, noting that recycling accounts for about one-tenth of the total volume compared to garbage. He reported an addition of 20 homes to their service in the past year and mentioned Republic's sponsorship of the July 4th event.

Mark inquired about future growth projections. City Administrator Bob Barnhill shared that the city issued an average of 45-50 building permits annually, with a possible shift towards more single-family homes in the coming year.

Mark emphasized the importance of considering access for waste collection vehicles in new developments, especially with increasing density and multi-family housing. He also provided a general update on recycling markets, noting the impact of China's policy changes on recycling commodities and the subsequent effects on pricing.

The presentation concluded with brief mentions of electric vehicle (EV) usage in other markets and the development of Polymer Centers for advanced recycling processes.

C. Training: Emergency Operations Plan

The training was tabled and will be scheduled as a work session.

ITEM 5: ACTION ITEMS

A. Resolution 2025-03 Perry City Policy and Procedure Updates

Ms. Johnson presented comprehensive updates to the Perry City Policy and Procedure Manual. Key changes included:

- Updating the title to "Perry City Policy and Procedure Manual"

- Cleaning up language to align with current laws and practices
- Updating benefit language, including clarification on part-time employee benefits
- Proposing changes to retirement benefits, including automatic enrollment in 401(k) plans
- Proposing pro-rated “paid time off” for full-time and part-time employees working less than 40 hours
- Proposing adding Pioneer Day as a paid holiday
- Updating the disciplinary process and assigning duties to designated managing officers
- Updating the drug and alcohol use and testing policy to comply with new state statutes
- Revising the sexual and other unlawful harassment policy
- Removing the recycling policy
- Updating the grievance process and final pay procedures
- Adding the salary schedule and updated drug policy to the appendix
- Adding a chapter on state mandated policies including a privacy practice policy, security awareness training, and the Sex-based Privacy Compliance Plan

Council members discussed various aspects of the updates, including concerns about automatic enrollment in retirement plans and the addition of Pioneer Day as a holiday. City Attorney Bill Morris emphasized the need to get the Policy and Procedures updated as soon as possible and that it should be updated at least every 10 years.

MOTION: Council Member Walker made a motion to approve Resolution 2025-03- Perry City Policy and Procedure Updates with the changes of not including the automatic enrollment into a 401(k) and removing Pioneer Day as a paid holiday. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Walker, Yes
 Council Member Ostler, Absent
 Council Member Wright, Yes
 Council Member Tueller, Yes
 Council Member Young, Yes

Motion Approved. 4 Yes, 0 No

ITEM 5: MINUTES & COUNCIL/MAYOR REPORTS (INCLUDING COUNCIL ASSIGNMENTS)

A. Approval of Consent Items

- February 13, 2025, City Council Meeting Minutes

MOTION: Council Member Wright made a motion to approve the consent items. Council Member Walker seconded the motion.

All Council Members were in favor.

Motion Approved.

B. Mayor's Report

Mayor Jeppsen reported that he had contacted Brigham City regarding the proposed contract numbers, which were not yet available. He mentioned that he would include discussions about the animal shelter problem in future conversations with Brigham City.

C. Council Reports

Council Member Tueller expressed appreciation for the work done on the policy and procedure updates.

D. Staff Comments

None

E. Planning Commission Report

None

ITEM 6: CLOSED SESSION

Not needed.

ITEM 7: ADJOURNMENT

MOTION: Council Member Walker made a motion to adjourn the meeting.

Motion Approved. All Council Members were in favor.

The meeting adjourned at 8:18 p.m.

Kevin Jeppsen, Mayor

Shanna Johnson, City Recorder

Misty Moesser, Deputy Recorder