PERRY CITY COUNCIL MEETING
PERRY CITY OFFICES
January 23, 2025 7:00 PM

OFFICIALS PRESENT:	Mayor Kevin Jeppsen, Council Member Nathan Tueller, Council Member Toby Wright, Council Member Blake Ostler, and Council Member Dave Walker
OFFICIALS ABSENT:	Council Member Ashley Young
CITY STAFF PRESENT:	City Recorder Shanna Johnson, Chief of Police Scott Hancy, City Administrator Bob Barnhill, Deputy Recorder Misty Moesser, Emergency Manager Marshall Blom, and Public Works Director Zach Allen
OTHERS PRESENT:	Jeannine Jensen, Alex Owens, Pat Burns, Rolin Hinrichsen, Ronda Hinrichsen, Dave Owen, David Rogers, Kendall Chambers, and Chuck Palmer
ON-LINE:	None

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. Emergency Operations Plan

Marshall Blom, the city's new Emergency Manager, presented the revision to the city's Emergency Operations Plan. He explained that the current plan was published in 2016, and he focused his presentation on the broad strokes and significant changes.

Mr. Blom defined an Emergency Operations Plan (EOP) as a tool activated on an as-needed basis, designed for all types of emergencies identified within 15 emergency support functions. He emphasized that in the country's system of emergency management, local government must act first to address public emergency needs.

The EOP, Mr. Blom explained, is intended to keep local jurisdictions ahead of the curve when disaster strikes by establishing protocols common to all hazards. He outlined the roles of city officials and emergency-specific jobs that may need to be performed, such as volunteer coordinator and public information officer.

Mr. Blom discussed the tools for disseminating emergency information to the public, including social media accounts, the new Everbridge texting system, and the National Integrated Public Alert Warning System (IPAWS). He also explained the process for evacuations, noting that decisions are made at the incident commander level.

Regarding changes from the 2016 version, Mr. Blom highlighted the updated executive succession for emergencies. He stated that typically, the mayor would make executive decisions, but in their absence, the responsibility would fall to the mayor pro tem of the council. If neither were available, Mr. Blom would work with the City Administrator and other available officials to make decisions. Mr. Blom announced the establishment of a permanent location for the city's Emergency Operations Center (EOC) in the upper floor of the public works building. He mentioned changing the EOC organization model from the incident support model to the departmental model. He also made a clear distinction that the EOC is not a replacement for the Incident Command System (ICS), noting that ICS can still be run from the permanent location, but does not have to be.

Mr. Blom shared that he will be creating some annexes to be included in the EOP. He also is planning on the Utah Department of Natural Resources (DNR) giving a presentation at the next Council meeting regarding the Cooperative Wildfire System to help in determining whether that system is something that the city would like to be a part of. He also wanted to emphasize the overall theme of coordination and collaboration between our own community, local faith-based groups, local businesses, neighboring towns and agencies, and state and federal agencies in preparing for emergencies.

Council Member Wright asked about the initiation process for the EOP. Mr. Blom explained that he would need to be made aware of an incident, typically through dispatch or the county emergency manager.

Council Member Walker inquired about the authority to activate the EOC. Mr. Blom clarified that the EOC manager, typically the Mayor or himself, has the authority to activate the EOC, which can range from a low-level activation (like a group text) to a full physical activation.

Council Members expressed appreciation for the comprehensive plan and felt that Perry was well-prepared. Mr. Blom agreed, stating that Perry is an extremely safe community with few concerns compared to other jurisdictions.

Council Member Walker asked whether the communication systems mentioned in the plan are known to others, and if those who will implement them will be trained. Mr. Blom explained that the systems have been used for more than 20 years and there are training courses available.

Mayor Jeppsen suggested going through the notification process before the upcoming Great Utah Shake Out event. Mr. Blom agreed to arrange this.

Council Member Tueller proposed a work session to review the full document, given that it had been nine years since the last update. The council discussed the frequency of required training for elected officials.

Mr. Blom agreed to send Shanna Johnson information about upcoming trainings. He also recommended revisiting the plan every five years or if there's a major change in the emergency service system.

ITEM 4: ACTION ITEMS

A. Resolution 2025-01 Emergency Operations Plan

MOTION: Council Member Wright made a motion to approve the Emergency Operations Plan as presented. Council Member Walker seconded the motion.

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

Motion Approved. 4 Yes, 0 No

B. Ordinance 24-I Zone Change Application Requesting the Development Overlay Zone

Mr. Barnhill introduced the zone change request for the Olsen Orchard Subdivision, presenting an updated development agreement based on feedback from the Council. He outlined changes including design standards for townhomes, architectural variation requirements, and the addition of 30 new trees in the south area.

Council Members discussed various aspects of the plan, including fencing options around the park, the layout of townhomes, and the potential elimination of the dog park in favor of a concrete edging around the park perimeter.

Alex Owens, representing Lync Construction and Development, expressed openness to the idea of replacing the dog park with fencing or a concrete strip. The Council and developer discussed various options for fencing, gates, and maintenance. Mr. Owens also expressed openness to a front facing layout for the townhouses along 3600 South.

Mr. Barnhill summarized the discussion and listed the changes that the Council would like to see in the agreement including adding front-facing facades on the townhomes facing 3600 South and trading the dog park for a mow strip along the edge of the park adjacent to the backyards of lots.

A public comment was heard from Rolin Hinrichson, who expressed concerns about the density of the development and its impact on the rural character of Perry. He also voiced concerns with load on the streets and expressed his feeling that residents' concerns shared in previous meetings were not addressed.

MOTION: Council Member Walker made a motion to approve Ordinance 24-I with the added changes noted. Council Member Tueller seconded the motion.

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

Motion Approved. 4 Yes, 0 No

C. Motion to Approve and Execute Letter of Support for Utah Outdoor Recreation Grant

Council Member Dave Walker presented plans for the Mountain View Bike Park, including trail designs, features, and projected costs. He explained the grant application process for the Utah Outdoor Recreation Grant and the city's potential financial commitment.

The Council discussed various aspects of the project, including maintenance responsibilities, liability concerns, and potential economic benefits. They also reviewed the proposed letter of support for the grant application.

MOTION: Council Member Tueller made a motion to approve the letter of support for the Utah Outdoor Recreation Grant. Council Member Wright seconded the motion.

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

Motion Approved. 4 Yes, 0 No

D. Presentation and Motion Acknowledging Receipt of the Fiscal Year 2024 Audited Financial Report

David Rogers, representing Davis & Bott, CPA, presented the financial statements for the fiscal year 2024. Mr. Rogers began his presentation by pointing out a few highlights of the year from the report. He started on page 6 with the statement of Net Position (balance sheet) explaining that the net position is a comparative statement split into governmental and business type activities. He reported that the (combined) unrestricted fund balance for the city is $6.6M dollars, which he noted puts the city in a good position to run the city. He then directed the Council to the Change in Net Position (profit and loss statement) on page 7, stating taxes went from $3.5M to $3.7M, noting the majority of the increase was from the new transit tax, along with Property Tax ($45K) and Sales Tax ($176K). He reported that Other Revenues increased from $320K to $489K. He also reported that capital grants and contribution increased mainly due to the corridor preservation project, impact fees and the grant to finish the new city hall building. He shared information reporting that administrative expenses went up due to additional building grounds and maintenance costs, building expenses and building depreciation; public safety expenses increased due to annual wage increases; street expenses went down due to less repairs; park expenses went up because of wage increases, miscellaneous service, and depreciation of playground equipment; community development expenses increased due to subdivision development; and interest expenses went down.

Mr. Rogers noted that business-type activities looked close to the same, noting that Capital Grants are down due to fewer sub-developer capital asset contributions compared to the previous year. He reported that the water utility stayed the same and the sewer utility went up a little this year due to supplies, maintenance and wages. He then mentioned new capital additions on page 10, including land parcels and the building for City Hall.

He concluded his report with the explanation that the general fund unassigned fund balance is supposed to be less than 35% of the general fund revenue. He stated that Perry City is at 30%, which puts the city in compliance.

Chuck Palmer, from Chuck Palmer & Associates, then discussed the audit, noting that it was a clean, unmodified opinion with no material errors or irregularities to report. He noted that they don't issue an opinion on internal controls but do look at them and report any problems that they see. No problems were found. Mr. Palmer referred to the list of areas they looked at this year which included: budgetary compliance, fund balance, restricted taxes and related revenues, fraud risk assessment, government fees, enterprise fund transfers, reimbursements, loans and services and impact fees. He mentioned that there were no errors or findings and offered a compliment that the city did a good job.

> **MOTION**: Council Member Walker made a motion to acknowledge receipt of the Fiscal Year 2024 Audited Financial Report. Council Member Wright seconded the motion.
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> **ROLL CALL:** Council Member Walker, Yes
> Council Member Ostler, Yes
> Council Member Wright, Yes
> Council Member Tueller, Yes
> Council Member Young, Absent
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> **Motion Approved. 4 Yes, 0 No**

ITEM 5: Discussion Items

A. Council Retreat

Shanna Johnson reminded the council of the retreat scheduled for Saturday, January 25th at 8 AM and requested that any outstanding menu orders be submitted.

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

A. Approval of Consent Items

- January 9, 2025, City Council Meeting Minutes

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

All Council Members were in favor.
Motion Approved.

B. **Mayor's Report**

None

C. Council Reports

None

D. Staff Comments

None

E. Planning Commission Report

None

ITEM 6: CLOSED SESSION

Not needed.

ITEM 7: ADJOURNMENT

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

Motion Approved. All Council Members were in favor.

The meeting adjourned at 9:05 p.m.

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Kevin Jeppsen, Mayor Shanna Johnson, City Recorder

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Misty Moesser, Deputy Recorder