

OFFICIALS PRESENT: Mayor Kevin Jeppsen presided and conducted the meeting. Andrew Watkins, Nathan Tueller, Esther Montgomery and Toby Wright.

OFFICIALS EXCUSED: James Taylor

CITY STAFF PRESENT: Shanna Johnson, Chief Deputy Recorder
Craig Hall, City Attorney

OTHERS PRESENT: Planning Commissioner Tresa Peterson, Michelle Drago, Joseph Drago, Jan Kerr

ITEM 1: CALL TO ORDER

Mayor Jeppsen called the City Council meeting to order.

A. INVOCATION

Council Member Wright offered the invocation.

B. PLEDGE OF ALLEGIANCE

Council Member Watkins led the audience in the Pledge of Allegiance.

C. REVIEW AND ADOPT THE AGENDA

MOTION: Council Member Montgomery made a motion to approve the agenda. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Montgomery, Yes
 Council Member Tueller, Yes Council Member Watkins, Yes

Motion Approved. 4 Yes, 0 No.

ITEM 2: PROCEDURAL ISSUES

A. CONFLICT OF INTEREST DECLARATION

None.

B. PASS OUT WARRANTS TO COUNCIL MEMBERS (AND POSSIBLE DISCUSSION)

Shanna Johnson passed out the warrants.

C. BUSINESS LICENSE(S)

None.

D. APPOINTMENTS – PLANNING COMMISSION

Mayor Jeppsen presented the appointments of Jan Kerr and Michelle Drago to the Planning Commission. The Mayor and Council asked for some background information on the presented individuals.

Jan Kerr stated she has lived in Perry City for 16 years. She outlined her experience in real estate, real estate investments, training, and public speaking. She stated that she has thought about serving on the Planning Commission for years but her career did not allow the time prior to now.

Michelle Drago stated she has lived in Perry for 2 years. She advised that she has spent the last 33 years working either directly or indirectly for City Government in community development services and planning. She said after working on the general plan committee she found that she wants to help more with the City so she decided to apply.

Council Member Watkins asked if they would be available for evening meetings. Both applications stated they would.

MOTION: Council Member Montgomery made a motion to accept the appointments of Jan Kerr and Michelle Drago to the Planning Commission. Council Member Wright seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Montgomery, Yes
 Council Member Tueller, Yes Council Member Watkins, Yes

Motion Approved. 4 Yes, 0 No.

ITEM 3: PUBLIC HEARING AND/ OR PUBLIC COMMENT

A. PUBLIC COMMENT

No public comment received.

ITEM 4: ACTION ITEMS

A. APPROVAL OF THE WARRANTS

The Council & Staff reviewed and discussed the warrants. Shanna Johnson requested pre-approval of the warrant payable to Valcom (for \$3,401.08) which is for updating the projection and sound system in the City Council room. She noted that there is an additional warrant presented for C.R.B Underground for some work related to the repair of a sewer main damaged by the contractor working on the highway to install fiber optic lines. It was noted that the contractor would be billed for the work.

MOTION: Council Member Montgomery made a motion to approve the warrants as presented and pre-authorize the warrant for Valcom. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Montgomery, Yes
 Council Member Tueller, Yes Council Member Watkins, Yes

Motion Approved. 4 Yes, 0 No

ITEM 5: MINUTES & COUNCIL/MAYOR REPORTS

A. APPROVAL OF CONSENT ITEMS

- **June 14, 2018 RDA Meeting Minutes**
- **July 12, 2018 City Council Meeting Minutes**

MOTION: Council Member Wright made a motion to approve the June 14, 2018 RDA Meeting Minutes and July 12, 2018 City Council Meeting Minutes. Council Member Watkins seconded the motion.

DISCUSSION: Council Member Montgomery expressed her desire to have more detail in the minutes. She has observed that the minutes reflect that a conversation has taken place but does not list the exchange. She said she would like more of what was said included especially in relation to the latest discussion on the conservation subdivision ordinance. Shanna Johnson reviewed what State Statute requires: public comments, motions, and summary of discussion. She advised that the minutes should not be word for word. She stated she would ensure that more detail is included going forward.

Council Member Wright noted that there is a recording of all minutes, which can be listened to for full discussion.

ROLL CALL: Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes Council Member Watkins, Yes

Motion Approved. 4 Yes, 0 No

B. MAYOR'S REPORT

Mayor Jeppsen reported that he received an updated market evaluation on the Pointe Perry Land.

He advised that he attended Box Elder optional tax meeting organized by UTA, he said that this had to do with the UTA corridor preservation funds, which mass transit tax is being collected for. He said that he learned about what has been going on with the money and he would like to see something different. He noted that UTA would like to continue on the same track and they agreed to start meeting on a quarterly basis to review the impact over time. He explained 18 months ago, this was a \$7M project and now it has turned into a \$12M project of which funds cannot currently afford. Mayor Jeppsen stated he would forward on the schedule for future meetings to the City Council.

C. COUNCIL REPORTS

Council Member Montgomery reported that she also was able to attend the corridor preservation meeting with the mayor. She said a survey is being completed and would hopefully be back for review by next fall. She mentioned that she met with Box Elder County commissioners this week and spoke to them regarding getting landfill passes in lieu of a City cleanup. She said that she sent an email to the Council outlining her thoughts regarding this option. The Mayor and Council discussed and clarified the details of a corporative agreement with the County to allow each Perry City household one pass to dump one truckload at the Box Elder County Landfill of which the City would pay an amount equal to that paid toward the annual City cleanup (\$4,000). Council Member Tueller noted that this will be beneficial to the County as well as it will bring exposure to the land fill and hopefully promote and encourage more use of the County facility. Council Member Montgomery asked City Attorney Craig Hall to draft an agreement between the City and the County reflecting the details discussed.

The Council also discussed the current garbage contract (which is effective through FY2020) and looking at taking refuse to the County landfill when considering our contract. City Attorney Craig Hall advised that this should not cost the garbage provider any more due to transfer stations located near the landfill.

Council Member Watkins asked if there was an email list, he could be added to for notifications of trainings and meetings so that he does not miss anything. Shanna Johnson said that she

emails out training opportunities to the Council when available. He recalled that in the last meeting there was a discussion regarding training in relation to police officers/public safety. Shanna explained that NIMS (National Incident Management Systems) training was discussed, and clarified that the majority of the council members participated in this training prior to the Mayor and Councilman Watkins being elected. She noted that she could send the training links to them so that they can complete the trainings. Council Member Tueller said the links will take them to online videos and they will then have the opportunity to take certification tests. Shanna advised that there are certain modules that must be completed by the elected staff in order to qualify for FEMA funding in the event of an emergency. Council Member Tueller said that if all modules are completed the City can qualify to go to a large hands on training in Emmetsburg, MA. Craig Hall said this would be very beneficial for the Mayor and Council to attend. Shanna stated that a grant application was submitted in years past to help pay for the travel and training expenses but we were not successful. She said she could look into applying again. Craig Hall said that he would send her contact information for Kane Loader who can help in this effort.

Council Member Watkins asked about planning commission trainings. Shanna said that Susan Obray sends these training opportunities out. She said there are many training resources on the LUAU (Land Use Authority of Utah) site through the League of Cities and Towns. Council Member Wright said there is a Land Use 101 training scheduled for August 25th. He said the ULCT conference will take place in September. Shanna noted that there are many webinar trainings available on ULCT.org.

Council Members Montgomery, Tueller and Wright asked Shanna to register them for the ULCT Conference. Craig Hall also asked to be registered.

Council Member Watkins reported that the site plan is underway with UDOT for both the north and south Perry City Welcome Signs. Council Member Tueller provided some names of local welders who can help with the signs. Council Member Watkins asked for Council Member Tueller to forward him their contact info.

Council Member Watkins advised that he was contacted by a citizen who proposed a Perry Beautification Committee. He said that they met with Bob Barnhill and outlined several projects i.e. service projects, adopt a highway, painting fire hydrants, etc. that could be listed on the just serve website. Council Member Tueller questioned of these projects what the city should be doing. He expressed concern with asking volunteers to do work that falls under the obligation of the City. Council Member Watkins said he felt there are some items on the list of projects that are above and beyond the obligation of the City and said the committee could focus on these projects. The Mayor and Council further discussed a possible beautification committee and decided that because many of the projects would be public works related, it would be best to meet with public works to talk about maintenance and beautification needs and ways to address these needs. Shanna expressed that the administration needs to ask what resources are missing in order for public works to address these needs. The Council agreed. Council Member Montgomery suggested a possible work session to discuss needs with public works. Mayor Jeppsen commented that he would like to meet with the public works team himself initially, allow them to get their ducks in a row and then schedule a work session for

everyone to meet and discuss how the Council can support their efforts. The Council agreed with this approach. The Mayor and Council decided to hold a work session to discuss the issue in September.

D. STAFF COMMENTS

Shanna Johnson reported that we received a grant for \$600 from Box Elder County tourism to help with our community booth at the Box Elder County Fair and asked for help to put together the display.

Shanna advised we also received some grants from Niagra water:

- Sgt. Hancey was awarded a grant for Mountain Bikes and trailers for the Police department.
- Susan Obray worked with Niagra to get bottled water for the National Night out and they offered to donate bottled water to the City for drinking during operations and city meetings.

Shanna noted that the city has opened a position for a part-time office assistant.

She stated the public works has also been doing some street sweeping.

Shanna said that Chief Arbon asked that Caleb Nielson give an update on his efforts in law enforcement. Officer Nielsen reported that over last the 6 months he has made 765 traffic stops, 6 drug arrest, 8 warrant arrests, 1 DUI arrest, issued citations for 2 alcohol related offenses, and has confiscated drugs during stops i.e. during a port of entry bypass stop he arrested 2 people that had warrants and the female had cocaine in her possession. He said the Police Department is trying to be very proactive. He noted traffic stops minimize accidents, and keeps wanted felons and drugs off the street. The Council thanked Officer Neilson for his efforts.

E. PLANNING COMMISSION REPORT

Commissioner Peterson clarified recent changes to the code in regards to the structure of the Planning Commission. She advised the commission is made up of seven full members (no alternates) and requires four members to make a quorum. Mayor Jeppsen stated the municipal code online shows something different. Shanna Johnson stated she would notify Susan of this and ask that it be updated.

Commissioner Peterson reported that the Planning Commission is currently working on the Stokes Dance Studio and Retail Shops lot line adjustment, reviewing and updating the Building Code, Emergency Access in Subdivisions and the Business License Ordinance.

ITEM 7: EXECUTIVE SESSION

MOTION: Council Member Watkins made a motion to close the regular meeting and open the Executive Session regarding the purchase, exchange, lease, or sale of real property. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Montgomery, Yes Council Member Wright, Yes

Council Member Tueller, Yes

Council Member Watkins, Yes

Motion Approved. 4 Yes, 0 No.

The Regular Meeting Closed at 8:23 PM.

MOTION: Council Member Tueller made a motion to close the executive session and open the regular session. Council Member Wright seconded the motion.

ROLL CALL: Council Member Montgomery, Yes
Council Member Tueller, Yes

Council Member Wright, Yes
Council Member Watkins, Yes

Motion Approved. 4 Yes, 0 No.

The Regular Meeting Reopened at 8:53 PM.

ITEM 8: ADJOURNMENT

MOTION: Council Member Montgomery made a motion to adjourn the City Council Meeting.

Motion Approved. All Council Members were in favor.

The meeting adjourned at 8:53 PM.

Susan Obray, City Recorder

Kevin Jepps, Mayor

Shanna Johnson, Chief Deputy Recorder