

OFFICIALS PRESENT: Mayor Karen Cronin presided and conducted the meeting. Toby Wright, Esther Montgomery, Brady Lewis, James Taylor, Nathan Tueller

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

OTHERS PRESENT: Russell Naylor, Trent Richards, Louise Daniels, David Daniels, Lani Braithwaite, Ryan Arbon, Scott Hancey, Jim Flint, Andy Swenson

ITEM 1: CALL TO ORDER

Mayor Cronin called the City Council meeting to order.

A. INVOCATION

Council Member Wright offered the invocation.

B. PLEDGE OF ALLEGIANCE

Greg Westfall 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 Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 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. APPOINTMENTS

- None.

D. BUSINESS LICENSE(S)

- None.

ITEM 3: PRESENTATIONS

A. CITY HIGHLIGHTS

Mayor Cronin reported that the Utah League of Cities and Towns has an Essay Contest that they open up to 4th thru 7th graders around the state. She said that the first place winner this year came

from Perry City. She said that she was able to go to his school last week and present the certificate to Kyden Cefalo. She stated his essay topic was "Great Things about Perry City". Mayor Cronin read a sample of the essay for the City Council and public. She said that the essay will be published in its entirety in the next Perry City Newsletter.

Mayor Cronin reported that she attended the State Division of Water Quality Board meeting. She advised that they have been working on a study of the Willard Spur for the last 5 years. She explained that this study was started due to concerns brought forth during the start up of the Perry-Willard Wastewater Treatment Plant regarding how the discharge from the plant would affect the Spur. She said that the State put together a steering panel committee and a scientist committee to study the effects of this outlet and the two word summary is "no effect". She said that the Water Quality Board accepted this study and is now making the final adjustments to discharge permit renewal for the Wastewater Treatment Plant and expect for this permit to be released in the next 30 days for public comment. This comment period will be open for 30 days. She said the State is expecting things will go well and that the permit will be issued by October 1, 2016.

Mayor Cronin reported that she attended the Wasatch Front Regional Council Meeting today where the Perry City project to construct and extend 1200 West Street going south was put forth to the Council for their review. They also reviewed the project adding a pedestrian/bike lane to 1200 West Street heading north. She announced that both projects were approved unanimously along with several other projects throughout the State.

B. OATH OF OFFICE - CHIEF OF POLICE

Shanna Johnson conducted the Oath of Office Ceremony for Chief of Police Ryan Arbon.

Mayor Cronin expressed the excitement of the Council and herself to welcome Chief Arbon to the team. She also recognized Sergeant Scott Hancey for his efforts while acting as Interim Chief. She expressed appreciation for the way in which he was able to take the Police Department with a minimum crew and provide 24/7 coverage, he also assisted with the Police budget, and implementing new ideas such as Lexipol. She said in his 2-3 months of acting as Interim Chief he has done an outstanding job. Mayor Cronin expressed appreciation for the other Police Officers and their efforts to provide the police coverage needed for the City. The Council and attendees applauded these efforts. Scott Hancey thanked the Mayor and Council for the opportunity and said he would not have been able to do it without his Police Officers and the City staff.

C. FISCAL YEAR 2016-2017 PROPOSED BUDGET

Shanna Johnson presented the attached PowerPoint Presentation regarding the Fiscal Year 2016-2017 Proposed Budget and the proposed amendments to the Fiscal Year 2015-2016 Budget

ITEM 4: PUBLIC HEARINGS AND/OR PUBLIC COMMENTS

A. RESOLUTION 16-07 ADOPTING THE FISCAL YEAR 2016-2017 TENTATIVE BUDGET AS A FINAL BUDGET

MOTION: Council Member Montgomery made a motion to open a Public Hearing regarding Resolution 16-07 Adopting the Fiscal Year 2016-2017 Tentative Budget as a Final Budget. Council Member Taylor seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No.

No public comments were received.

B. RESOLUTION 16-08 ADOPTING A FISCAL YEAR 2015-2016 BUDGET AMENDMENT

MOTION: Council Member Lewis made a motion to close the Public Hearing regarding Resolution 16-07 and open a Public Hearing regarding Resolution 16-08. Council Member Wright seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No.

No public comments were received.

MOTION: Council Member Wright made a motion to close the Public Hearing regarding Resolution 16-08. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No

C. RESOLUTION 16-09 ADOPTING CHANGES TO THE MUNICIPAL EMPLOYEE WAGE RANGES & PAY MATRIX

Mayor Cronin reported that the City has conducted a pay comparison among other cities in the County and other like sized cities in Northern Utah for pay windows for different job titles. She explained that what was found is that the City needs to open up some pay ranges in order to stay competitive.

Mayor Cronin advised that on the Performance Review Guidelines the City has added an additional level to be used to provide feedback to employees. She explained that last year we had 4 levels and it was asked that we add another level in between “effective” and “unacceptable”. She advised that level 2 was added which means “marginally effective – needs improvement”.

MOTION: Council Member Lewis made a motion to close open a Public Hearing regarding Resolution 16-09. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No

No public comments were received.

MOTION: Council Member Lewis made a motion to close the Public Hearing regarding Resolution 16-09 and open the meeting for public comment. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No

D. PUBLIC COMMENTS

No public comments were received.

Mayor Cronin recognized the Boy Scout present, Andy Swenson with a Perry City pin.

ITEM 5: ACTION ITEMS

A. APPROVAL OF THE WARRANTS

MOTION: Council Member Taylor made a motion to approve the warrants. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No.

B. RESOLUTION 16-09 ADOPTING CHANGES TO THE MUNICIPAL EMPLOYEE WAGE RANGES AND PAY MATRIX

Mayor Cronin reviewed again that this opens up the pay ranges to remain competitive and updates performance guidelines with an additional rating level. She also noted the City has added to the Performance Review Guidelines the 5-Star Standard that as a City Team the staff developed. She said that part of the Performance Review will now include how the employees embody these standards.

Mayor Cronin asked if anyone remembered what the 5-Star Standards are from the Council Retreat. Shanna Johnson stated that the 5-Star Service Standard includes: Dependability, Enthusiasm, Integrity, Trust, and Vision.

Council Member Montgomery asked about the pay range for Reserve Officers. She said this says \$0 and asked if this was correct. Mayor Cronin stated that while a Reserve Officer is still getting their POST Certification the city offers a Reserve Officer internship, which allows upcoming officers the opportunity to gain experience, this is a non-paid position. Mayor Cronin stated that they must ride with another officer and they are not allowed to be alone.

Council Member Taylor asked how much of a change was made to the pay ranges. The Mayor advised that the biggest changes were to the Police pay ranges. She said that there is a shortage of Police Officers Statewide and in order to remain competitive and attract Police Officers we changed the pay range. She said starting with Patrol Officer 1 all the way thru Administration. She said it brings the City inline and allows us to offer competitive starting wages and maintain wages needed in the future. Council Member Taylor asked how much of an effect will this have on the budget. Mayor Cronin said that this will not impact budget, we have already looked at pay increases for FY2017 and she has advised Chief Arbon that if he would like to offer higher wages than budgeted, another area in the Police Budget would need to be reduced to afford this.

Mayor Cronin advised of other Changes made to the Pay Matrix:

- **Public Works:** Added position of Public Works Director. She explained that the City has always had this position but has never broken this out on the Pay Matrix.
- **Administration:** Added position of Human Resources & Finance Director. She explained that this was previously classified under Office/Clerical III, but because there are more duties in this position it has been broken out as a separate job classification.

Council Member Taylor asked what brought about the changes. Shanna Johnson said at we have had difficulty in staying competitive and with recruiting. She said Police area really is what brought forth the survey but the same issues apply to Public Works. Shanna said we looked at everything and adjusted where there were short falls.

Mayor Cronin advised that they also added Wastewater Treatment Plant positions to the Pay Matrix under Public works.

Mayor Cronin reported that any changes to qualifications reflected in the pay matrix that are not already in job descriptions will be added.

MOTION: Council Member Taylor made a motion to approve Resolution 16-09 Adopting Changes to the Municipal Employee Wage Ranges and Pay Matrix. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No.

C. RESOLUTION 16-10 RATIFICATION OF POLICE CHIEF COMPENSATION PACKAGE

Mayor Cronin explained that this Resolution will just ratify the compensation package offered to Chief Arbon, which was previously discussed with the Council prior to the City making the employment offer. Shanna Johnson advised that this information was included as part of the City Council packet.

MOTION: Council Member Wright made a motion to approve Resolution 16-10 Ratification of Police Chief Compensation Package. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No.

D. FINAL APPROVAL OF PEACHY CLEAN CAR WASH COMMERCIAL DEVELOPMENT

Mayor Cronin advised that this car wash will be located directly north of the Maverik Gas Station. Trent Richard the business owner gave a brief overview of the Car Wash. He said he feels that Car Washes are under served in Box Elder County. He stated that the lot next to Maverik will be a great location allowing patrons to get car wash after fueling up. Trent explained the car wash applications that will be available.

Mayor Cronin said that this has been through Planning Commission and asked Greg Westfall to review that process. Greg described that Planning Commission viewed the development and went back and forth with the applicants Engineer and the City Engineer. All recommendations from the Engineer have been addressed. He said there are three main conditions that were made as part of the recommendation for approval:

1. That a 6 ft. masonry wall not only be placed on the east side, but also the north side of the development.
2. The Entrance and Exit access areas are marked as such.
3. That operating hours be allowed to be 24 hours to meet the hours of the Maverik gas station, which also has 24 hours operation.

Greg Westfall said that the City Engineer also wanted it noted that the developer has offered to rehabilitate the detention basin adjacent to business.

Mayor Cronin asked about the water recycling. Trent Richards explained that the side blasters and the under carriage wash will use the reject water in an effort to conserve water use. He also stated that statistically car washes use 50% less water than washing cars in a residential drive way. Council Member Tueller asked if the bays are all drive thru. Trent said that there will be 4 bays one with soft touch automatic wash, one with touchless automatic wash, and 2 will be self service bays.

Council Member Taylor asked if someone really surveyed traffic at the site. Trent said that he did survey the traffic in the area and reported the results to the City Engineer. He said that he believes that traffic will only increase by approximately 20%.

Mayor Cronin said that this business will be running off of culinary water and it will be the equivalent of about 9 homes. Mayor Cronin asked when he planned to begin construction. Trent said that he is still working with the bank on funding. He said he believes he will have his funds in place by mid June and will start construction by the middle of July. He said construction should be complete by January or February of 2017. Council Member Montgomery asked if there will be vacuums available on site. Trent said yes.

Council Member Taylor asked if the Planning Commission recommended approval of the business. Greg Westfall said yes, with the three conditions reviewed earlier. Mayor Cronin asked about comments made by the public in the public hearings held at Planning Commission. Greg said that public comments were made regarding the need of a retention wall; once this was addressed the neighbors were comfortable with the business.

MOTION: Council Member Taylor made a motion to grant final approval of the Peachy Clean Car Wash Commercial Development plan with the three conditions as noted. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No.

E. FINAL APPROVAL OF KUNZLER LOT LINE ADJUSTMENT

The applicant David Daniels explained that he owns both lots and would like to adjust the lot line to take Lot 3 back down to a 1/3 acre lot in an effort to make Lot 4 more efficient. Council Member Taylor asked where this was located. Mr. Daniels explained that this is on 3600 South just west of the KOA. Greg Westfall advised that this is just a lot line adjustment and does meet all the zoning requirements. Mayor Cronin said this was reviewed by Planning Commission and from what she has heard there were no concerns.

MOTION: Council Member Montgomery made a motion to grant final approval of the Kunzler Lot Line Adjustment. Council Member Wright seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes
Motion Approved. 5 Yes, 0 No.

ITEM 6: DISCUSSION ITEMS

A. FOURTH OF JULY

Mayor Cronin reviewed the tentative Schedule of Events for the upcoming Perry City Fourth of July Celebration announcing some new events including the Independence Walk which will take place on Independence Circle and will have displays and information about the Constitution. She said there will also be a new Award Banquet Dinner for Community Award winners. She asked for any help that the Council can give during the events.

Mayor Cronin said this will be the third time putting out the nomination forms for the community awards (Mayors Award, Citizen of the Year, Business of the Year, Boyd White Service Award, and Grand Marshall). She asked for help encouraging nominations.

Mayor Cronin advised that the Little Buckaroo Rodeo is not on the schedule as we have not been able to find a vendor to provide the livestock. She said this may be added later.

B. EMERGENCY OPERATION PLAN

Mayor Cronin advised that she emailed the Council a draft copy of the Emergency Operation Plan. She said that Monica Taylor and she have been meeting weekly for a couple of months regarding the plan. They have been updating the plan from an old plan originally put together by Suresh Kulkarni. She said the reason to have an Emergency Plan is that if we prepare now it will be a lot easier to get through an emergency knowing the framework to work within. City Attorney, Craig Hall said this will also make the City eligible for Federal money. Mayor Cronin agreed with this statement. She said if you do not have a plan in place, Federal funding is not available. She asked the Council to review the plan and forward their thoughts to her. She said over the next 6 weeks they will be working on agreements with partnering agencies and schools. Council Member Montgomery asked if the agreements with the schools have been drafted. Mayor Cronin said no. Council Member Montgomery advised that Promontory School's last day is tomorrow. She said that staff will be around for a very short period of time. Mayor Cronin said that Monica has been attending Fire School and has not been able to provide the NIMS training to the Mayor and Council however Monica is now completed her fire school training. Mayor Cronin said she told Monica that now that the budget process is coming to a close it would be a good time to have the training. She said the City needs to get this completed so we can attend the Emergency Management Training in Emmetsburg next year.

C. WATER CONSERVATION PLAN

Mayor Cronin said that we have talked in the past about encouraging conservation by increasing the water overage rate. She advised that a public hearing will take place regarding the overage rate increase at the next meeting and in an effort to get as much notice out about this as possible a public hearing notice regarding this hearing will be listed in the newsletter. She said we will also put it out on Facebook and asked the Council to spread the word.

Council Member Montgomery asked what the proposed overage rate increase will be. Greg Westfall explained that currently residents get a certain number of gallons per month at a base rate and then they are charged \$0.95 per 1,000 gallons over base allowance. This increase would allow residents to use double their base usage at the current water overage rate and would then increase two \$2.00 for every 1,000 gallons used thereafter.

The Mayor and Council discussed mandating connection to secondary water if available. Council Member Taylor was in support of this mandate. Council Members Montgomery expressed that she was not comfortable with mandating everyone. Council Member Lewis and Tueller also expressed that they would not vote for mandating connection to the system. Greg Westfall asked if they were uncomfortable with mandating connection for new construction. Council Members Lewis and Tueller said they were uncomfortable with a mandate even for new construction. Council Member Montgomery was okay with mandating connection for new construction. Council Member Lewis suggested letting the free market work and letting residents that are not happy paying the overage connect to the secondary system. Greg said that a \$2.00 overage rate will not be high enough to incentivize residents to hook up to secondary water. Mayor Cronin stated that this is not an effort to increase revenue but to encourage conservation of our culinary water. Council Member Montgomery said there is no reason to not connect during construction. Council Member Taylor said that if \$2.00 is not high enough to increase conservation then we need to raise the overage rate higher. Greg said that he is comfortable with the \$2.00 rate if we are going to require connection to the secondary system if available. Greg said he is a big fan of the free market but if he can use culinary water for less money than it costs to connect to secondary he is going to use culinary water. Council Member Tueller said that the free market is not a free market when government gets involved. Council Member Taylor said we have a responsibility to conserve culinary water. Shanna Johnson said she can see the free market being supported on something like Utopia and

internet because it is not a need, but this is culinary water. Council Member Tueller said he is not willing to vote yes on mandating connections.

Mayor Cronin took a pulse rate from the Council on requiring connection to secondary water on new construction. Council Member Wright was in support of connection if the secondary water is available, but would not be in support of a mandate. Council Member Taylor said he is in support of a mandate for new construction. Council Member Tueller said right now he would not vote for a mandate for new construction. He said he would like to see the effects of the overage rate increase and he would like to know who actually is not connected instead; most people desire to hook up. Council Member Lewis said he would have a hard time with a mandate and would rather increase the overage rate to where it needs to be to encourage people to connect to secondary. Council Member Montgomery said she has no objection to mandating secondary connections for secondary water, stating it is the similar to mandating sewer connection if it is available to residents. She said it is a something available that will benefit the community as a whole if we take advantage of it.

Mayor Cronin took a pulse from the Council on whether or not they were comfortable with taking the overage rate higher than \$2.00 to try to further promote conservation. Council Member Taylor said that how do we know if this works until we try it. Council Member Tueller said this can always be increase later. Council Member Wright said this is a hard topic for him because he does not have secondary water available to him.

Mayor Cronin asked the Council was comfortable with the approach of increasing the overage rate to \$2.00. Council Member Wright said yes. Council Member Taylor said he was comfortable with starting the rate at \$2.00 and increasing this if necessary. Council Member Tueller said yes, but would not be opposed to going higher if needed. Council Member Lewis agreed with Council Member Tueller. Council Member Montgomery said that she is fine with \$2.00 stating that she likes being competitive with the region.

Council Member Tueller asked what the cost is to connect to Pineview. Greg explained that this varies by lot size.

Mayor Cronin said what staff will take forward is increasing the overage rate to \$2.00 per 1,000 gallons for water used beyond double the base rate allowance.

ITEM 7: MINUTES & COUNCIL/MAYOR REPORTS

A. APPROVAL OF CONSENT ITEMS

- **April 28, 2016 Work Session Minutes**

MOTION: Council Member Wright made a motion to approve the April 28, 2016 Work Session Minutes with grammatical changes. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Lewis, Yes Council Member Taylor, Yes
Council Member Wright, Yes Council Member Montgomery, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No.

- **April 28, 2016 City Council Meeting Minutes – Tabled**

B. MAYOR'S REPORT: None.

C. COUNCIL REPORTS: Council Member Montgomery reported that the C.E.R.T. Team elected new officers. Mayor Cronin said that these officers will be brought forth to the Council at the next meeting. She also advised that there would be a C.E.R.T. recognition barbecue on June 28, 2016 and invited the Council to attend. Mayor Cronin reported that the Smith and Edwards

Range Day would be taking place on Saturday, June 11, 2016 and provided details regarding the event. Mayor Cronin reported that the Green Waste is now open on Fridays from 2pm-6pm and Saturdays from 8am to noon. She said the city will be participating in the Play Unplugged program again this year, sponsoring the Swimming Brag Tag, at the end of the summer there is a prize drawing through the Chamber of Commerce for kids with the most brag tags.

Council Member Wright asked about training. Mayor Cronin said they are required to have open meetings training, which we did a couple of months ago. Greg said that as City Council Members you are responsible for what you vote on so if you feel there is a need for more education; let staff know so we can help find training for you. Shanna advised that they attended the newly elected officials training, but there is also web training provided by the State Auditor's Office that has an online curriculum the Council can participate in. Mayor Cronin said there is also training provided at the Utah League of Cities and Towns training. Greg said there is an upcoming land use training available to the City Council as well, stating they should have received an email regarding this. Craig Hall also suggested having a sexual harassment and hostile work environment training. Shanna agreed that a sexual harassment and non discrimination training would be good for the Council. Mayor Cronin said we can look at setting up this training in August.

D. STAFF COMMENTS:

None.

E. ITEMS FOR NEXT NEWSLETTER

- Green Waste Hours

ITEM 8: EXECUTIVE SESSION

MOTION: Council Member Montgomery moved to close the Public Meeting and open an Executive Session to discuss strategy regarding possible or imminent litigation. Motion died due to lack of a second

ITEM 9: ADJOURNMENT

MOTION: Council Member Tueller made a motion to adjourn the council meeting.
Motion Approved. All Council Members were in favor.

The meeting adjourned at 8:35pm.

Susan Obray, City Recorder

Karen Cronin, Mayor

Shanna Johnson, Chief Deputy Recorder