

OFFICIALS PRESENT: Mayor Karen Cronin presided and conducted the meeting. Esther Montgomery, Todd Christensen, Jana Nelson, Peter Gerlach

OFFICIALS EXCUSED: Brady Lewis

CITY STAFF PRESENT: Greg Westfall, City Administrator
Shanna Johnson, Chief Deputy Recorder
Malone Molgard, City Attorney

OTHERS PRESENT: Lani Braithwaite, Monica Taylor, Toby Wright, Wendy Jensen

ITEM 1: CALL TO ORDER

Mayor Cronin called the meeting to order.

A. INVOCATION

Mayor Cronin offered the invocation.

B. PLEDGE OF ALLEGIANCE

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

C. REVIEW AND ADOPT THE AGENDA

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

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

ITEM 2: PROCEDURAL ISSUES

A. CONFLICT OF INTEREST DECLARATION

Council Member Montgomery declared that she is a member of the Wastewater Treatment Board and voted on the budget being considered tonight to be approved as a tentative budget.

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

Shanna Johnson passed out the warrants.

Mayor Cronin advised that there is a warrant that was not in the packet that the Sewer Board requested be reviewed for approval tonight. She said this is for a gear driver in the amount of \$11,311. She said there was a question on the warrant for Hoffman Maintenance

in the amount of \$19,550 and this is for the cleaning of the Sewer lines. Hoffman is the parent company for Pro-pipe who is the contractor for our line maintenance. We clean and camera 1/5 of our system each year.

Council Member Christensen asked if the gear driver was included in the Sewer Treatment budget. Mayor Cronin said that they do have this in their equipment budget and Greg Westfall suggested that they make this purchase. Council Member Montgomery asked if the \$5,000 for Jordan River Farmington Bay has been paid. Shanna Johnson stated that this was on a previous warrant list already passed by the council.

C. BUSINESS LICENSE(S)

- None

ITEM 3: PUBLIC COMMENTS AND/OR PUBLIC HEARING

A. PUBLIC COMMENTS

None.

ITEM 4: PRESENTATIONS

A. Departmental Budget Proposal – First Responders

Department	FY2015 Current Budget	FY2015 Trend	FY2016 Draft Tentative Budget
First Responders	\$37,812.00	\$22,553.50	\$33,894.00
<p>Monica Taylor reviewed the First Responder’s proposed FY2016 budget. The following changes were reviewed:</p> <ul style="list-style-type: none"> • Equipment: decreased \$1,700 to \$4,300 and will be used for brush truck equipment. • Miscellaneous supplies: increased \$3,930 for the purchase of a stokes basket to be used to get patients off the mountain in Perry Canyon. • Communications: decreased \$6,200 to \$3,180 due to the state now paying for the image trend system that is used to report cases that are responded to. • Medical Supplies: increased by \$3,930 due to new drug requirements. <p>All other budget line items remained the same as the previous year. The total budget decreased by \$3,918.00.</p>			

ITEM 5: ACTION ITEMS

A. APPROVE FISCAL YEAR 2015-2016 TENTATIVE BUDGET

Mayor Cronin stated it is now time to consider approving a Tentative Budget for Fiscal Year 2015-2016 (FY2016). She said we have reviewed each departmental budget. She reported that the fund balance for the General Fund is 6.13%. The state requires that this be 5% so the City is just barely over the required amount. She said that the City was at about 12% fund balance last year and the reason that has decreased is the City has had to take on the bond assessments for some land in the Pointe Perry Commercial area. She said there is only \$23,000 over the required fund balance and in the past the City had contributed \$25,000 to a Capital projects fund for a future joint fire station with Brigham City. She encouraged the City to continue in this effort as tonight Brigham City is considering an increased budget in Emergency Services and there has already been comments made as to

why they are increasing their costs when they are covering Perry City. She said in an effort to be good neighbors she thinks it would be beneficial to dedicate \$25,000 in Capital Projects funds for a future joint fire station. She said in order to do that she proposed that the City ask the different department heads to look at cutting their budgets by 2%. Council Member Gerlach asked which budget line item that would go under. Shanna Johnson advised that this would be transferred into its own fund and would not be part of a departmental budget. Council Member Christensen asked how many years we have contributed to this fund. Shanna stated that this would be the second year that the City would contribute to the fund if approved there will be a balance of \$50,000. Council Member Gerlach asked if they could consider just transferring \$20,000. Shanna said you would not need any cuts to transfer \$20,000 to the Capital Projects fund. Council Member Christensen asked how much money would be left after the 2% cut and transfer to the projects fund. Mayor Cronin said it should leave approximately 6%. He asked if the cuts would equal \$25,000. Mayor Cronin said it would not be quite \$25,000. She said it would be more like \$8,000 to \$9,000. She said that not all funds would need to cut, only those that can afford cuts.

Mayor Cronin said that in our last Council work session the Sewer Collections and Treatment budgets were presented. She stated based on the budgets presented it would have left the City with a shortfall of \$21,000 that would require the City to raise sewer rates to cover. She said she asked Greg Westfall if he could review the budgets and propose an adjusted budget. Mayor Cronin said based on the conversation that Greg had with the Wastewater Board Chairman he left budget for any items that were detailed and specific, but anything that was an increase and did not include a detailed reason for the increase was adjusted. She said that cuts were made in both the collection and treatment areas and based on the adjusted budgets there would be a \$2 fund balance and no need for an increase. She stated that there is an Emergency repair fund that could be utilized if there was a major breakdown in equipment at the plant and she is comfortable with the proposed adjustments. Mayor Cronin reviewed the proposed adjusted budgets prepared by Greg Westfall:

Department	FY2015 Current Budget	FY2015 Trend	FY2016 Draft Tentative Budget	FY2016 Proposed Adjusted Budget
Sewer Collection	\$127,525.19	\$95,239.02	\$134,987.02	\$127,537.02
Building Grounds Maintenance: reduced by \$5,000 cutting the planned shop awning.				
Utilities – reduced to meet trend.				
Improvements other than buildings – Reduced by \$1,500.				

Department	FY2015 Current Budget	FY2015 Trend	FY2016 Draft Tentative Budget	FY2016 Proposed Adjusted Budget
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Wastewater Treatment Plant	\$1,018,411.10	\$984,246.31	\$1,039,167.71	\$984,246.31
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Wages – decreased by \$2,383. Includes standard increase.
 Benefits – decreased by \$3,697.52 will be sufficient to cover anticipated benefits
 Supplies – decreased by \$3,250
 Equipment – decreased by \$5,170
 Professional & Technical – decreased by \$8,400. Monies remain for all items detailed during budget presentation by Board Chairman.
 Vehicle – decreased by \$2,700
 Mayor Cronin advised that there is still a budgeted increase of 9.15% when you compare the proposed adjusted budget to the FY2015 trend.

Mayor Cronin said she would recommend passing the proposed budget as the tentative budget, noting that adjustments can be made until the budget is approved as a final budget. She stated she is also looking for direction on what the Council would like to do regarding a transfer to the Capital Projects Fund for a joint fire station.

Council Member Montgomery thought it was a good idea to talk with the departments about possibly cutting 2% to allow for a Capital Project fund contribution. Council Member Gerlach agreed. He thought if they could cut that would be good and if not we could transfer \$20,000 to the joint fire station project fund. Council Member Nelson and Christensen also agreed that we should check with the department heads. Council Member Christensen said if we are open with the department heads he thinks they will understand and be willing to help in this effort.

MOTION: Council Member Christensen made a motion to approve the Fiscal Year 2015-2016 Tentative budget as presented with the recommended adjustments to the Sewer Fund budgets. Council Member Nelson seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

B. APPROVAL OF THE WARRANTS

MOTION: Council Member Gerlach made a motion to approve the warrants with the additional warrant for the gear driver. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes

Motion Approved. 4 Yes, 0 No.

C. FINANCIAL APPEAL – BRAD JOHNSON (WATER LINE BREAK)

Mayor Cronin advised that there had been a sizeable water leak at the home of Mr. Johnson. Once he was made aware of the leak he fixed this, but there was an overage charged to his bill. The staff credited \$50.00 but he is asking an additional amount be credited. Mayor Cronin said what has been done in the past and what is being suggested by the Public Works Director Paul Nelson is to credit 50% of the overage up to \$100.00. Council Member Montgomery asked what the overage was. Mayor Cronin said the total overage was \$132.05.

MOTION: Council Member Christensen made a motion to approve a credit of 50% of the water overage or \$67 of which \$50.00 was already credited by staff (refunding an additional \$17). Council Member Gerlach seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

D. APPROVE STREET SIGN FOR INDEPENDENCE CIRCLE

Mayor Cronin said the City has received a request to have the street sign at Independence Circle changed so the street name is in big letters with the street number below in smaller print. She said that earlier this year an Ordinance was passed that the street sign standard would be that the street number would be prominent with the street name sub-prominent and that the City would consider requests for exceptions to the standard if everyone on the block signed a petition. She said that a petition has been received from all those living on Independence Circle.

Council Member Christensen said that this is why we left the exception and he felt the request is appropriate.

MOTION: Council Member Gerlach made a motion to approve the requested street sign for Independence Circle, with the street name prominent and the number sub-prominent as an allowed exception. Council Member Christensen seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

E. APPROVE AMENDMENT TO COBURN SUBDIVISION

Mayor Cronin said this subdivision is directly east of us. She said what is being proposed is moving a water easement. It is not a Perry City easement, the easement comes from the Canyon. It affects only one farmer who has signed off on the adjustment of the easement stating he is okay with the change. Mayor Cronin said that it moves the easement farther back on the lot allowing for a larger building foot print for the lot. She said that the lot has

a large drop off and will need a lot of fill dirt. This approval is not for the project just for the easement being moved. Council Member Christensen asked if the Engineer approved of the easement being moved. Mayor Cronin said yes.

MOTION: Council Member Christensen made a motion to approve the amendment of the water easement for Coburn Subdivision. Council Member Nelson seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

F. APPROVE TAYLOR'S COVE SUBDIVISION PHASE 3 & 4

Mayor Cronin said Taylors Cove subdivision Phase 3 & 4 is up for approval with some amendments to the phase lines. Wendy Jensen (the developer) advised that the phase line used to run north to south between lots 11 and 18 and now run east to west along 1650 South. She reported that the water and sewer for the first two phases of the project is complete and they are in the process of putting in the conduit. She said that they will be putting in the curb and gutter next week.

Mayor Cronin said that Greg Westfall has suggested that whenever final approval is given for any subdivision that it be noted in the motion that all fees are paid prior to final recording of subdivisions and wanted this included in the motion.

MOTION: Council Member Montgomery made a motion to approve the Phase 3 and 4 of the Taylor's Cove Subdivision with the requirement all final fees are paid prior to the subdivision being recorded. Council Member Gerlach seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
 Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

ITEM6: DISCUSSION ITEMS

A. COMCAST FRANCHISE AGREEMENT

Malone Molgard reviewed the proposed Comcast Franchise Agreement. He said that the current agreement expired in 2013, but the law does allow the agreement to continue until a new agreement is signed. He said that they contacted him about two months ago to renew the agreement. He said that he read through the agreement and he does not have any concerns. He asked the council to get with him regarding any concerns that they have. He said that he would like to get a copy of the old agreement prior to this being put on an agenda as an action item. Council Member Montgomery said she had a few items she would like to have Malone review closer and she will send those items to him. Mayor Cronin also had a few questions and also noted that Greg Westfall had said he would like more time to review the document prior to any proposed action.

Council Member Gerlach asked what the agreement allows for Comcast to do. Malone stated it allows them to install their cable throughout the City.

1 **ITEM 7: MINUTES & COUNCIL/MAYOR REPORTS**

2 **A. APPROVAL OF CONSENT ITEMS**

- 3 • **APRIL 2, 2015 WORK SESSION MINUTES**
- 4 • **APRIL 2, 2015 CITY COUNCIL MEETING MINUTES**

5 Council Member Montgomery and Mayor Cronin said they submitted grammatical changes
6 to Shanna.

7 **MOTION:** Council Member Montgomery made a motion to approve the meeting minutes
8 for the April 2, 2015 Work Session and Regular City Council Meeting with the submitted
9 (grammatical) corrections. Council Member Nelson seconded the motion.

10 ROLL CALL: Council Member Christensen, Yes	Council Member Montgomery, Yes
11 Council Member Gerlach, Yes	Council Member Nelson, Yes
12 Motion Approved. 4 Yes, 0 No.	

- 14 • **APRIL 16, 2015 WORK SESSION MINUTES**
- 15 • **APRIL 16, 2015 CITY COUNCIL MEETING MINUTES**

17 **MOTION:** Council Member Christensen made a motion to table the April 16, 2015 Work
18 Session and Regular City Council Meeting minutes. Council Member Nelson seconded the
19 motion.

20 ROLL CALL: Council Member Christensen, Yes	Council Member Montgomery, Yes
21 Council Member Gerlach, Yes	Council Member Nelson, Yes
22 Motion Approved. 4 Yes, 0 No.	

24 **B. Todd Christensen:** said he put some suggestions in for new lap tops to be added to the
25 budget and asked if these were added. Mayor Cronin said she added \$1,000 per council
26 member which can be used to either update technology or for the League of Cities and
27 Towns training.

29 Mayor Cronin noted that the newsletter this month will include a Utopia update. She
30 said two options are being proposed either that prior to moving forward with the next
31 milestone this be put to a vote to the public or that we go with the sweet spot model.
32 She said that she met with Wayne Pyle and he indicated that Perry City is in the top 3
33 for build out and this should occur in the next 12 to 18 months.

35 **C. Peter Gerlach:** nothing reported. Mayor Cronin reported that the Youth Council
36 participated with the Senior ball and it was a big success.

37 **D. Jana Nelson:** nothing reported.

38 **E. Esther Montgomery:** nothing reported.

39 **F. Brady Lewis:** Absent.

40 **G. Mayor Cronin:** reported that the foreclosure sale on property at Pointe Perry took
41 place and Perry City is the proud owner of about 95 acres of land at Pointe Perry.
42 Hopefully this will be out for development soon and sold.

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H. ITEMS FOR NEXT CITY NEWSLETTER

- Fourth of July

Council Member Christensen asked that scheduled events are sent to him so he can place these on the face book page.

Mayor Cronin asked Shanna to post the Envision Utah survey on the Perry Website and also asked this be put on the face book page. She said she will forward information to Shanna.

ITEM 8: EXECUTIVE SESSION

MOTION: Council Member Christensen moved to close the Public Meeting and open an Executive Session to discuss collective bargaining and potential litigation. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

The Regular Public meeting closed at approximately 7:50pm.

MOTION: Council Member Christensen moved to close the Executive Session and return to the Public Meeting. Council Member Gerlach seconded the motion.

ROLL CALL: Council Member Christensen, Yes Council Member Montgomery, Yes
Council Member Gerlach, Yes Council Member Nelson, Yes
Motion Approved. 4 Yes, 0 No.

The Regular Public meeting reopened at approximately 8:24pm.

ITEM 9: Adjournment

MOTION: Council Member Christensen made a motion to adjourn the council meeting. Council Member Nelson seconded the motion.

Motion Approved. All Council Members in favor.

The meeting adjourned at 8:25pm.

Susan Obray, City Recorder

Karen Cronin, Mayor

1 Shanna Johnson, Chief Deputy Recorder