

Salem City Council Meeting will also be held electronically, using the Zoom program.

If you would like to participate, please call the city offices (801-423-2770) or email (salemcity@salemcity.org) before 4:00 p.m. on Wednesday, May 17th to request the link.

DATE: May 17, 2023 (City Council Chamber 30 West 100 South)

5:00 p.m. Work Session

1. AJC Architect Fire/EMS Station Exterior Design
2. Fiscal Year 2024 Tentative Budget Discussion
3. Agenda Items Discussion

7:00 p.m. AGENDA – REGULAR COUNCIL MEETING

1. Volunteer Motivational/Inspirational Message
2. Invitation to Say Pledge of Allegiance
3. Youth Council Report
4. SF / Salem Chamber Report
5. Citizens Request: Alli & Ashley Christiansen
6. Decision: Friends of Salem City Library
7. Decision: New Salem Infrastructure Agreement
8. Decision: Skyview Estates Offsite Utilities Connectors Agreement
9. Decision: Adopt Tentative 2024 Fiscal Year Budget
10. Decision: Ordinance Adopting Storm Drain Master Plan IFFP (Impact Fee Facilities Plan) and IFA (Impact Fee Analysis)
11. Decision: Resolution in Support of Salem Law Enforcement Officer – National Law Enforcement Week May 14-20, 2023
12. Decision: Various Policies for Salem City
 - a. Employee Ethical Behavior Policy
 - b. Ethical Behavior Pledge Form
 - c. Reporting Fraud or Abuse Policy
 - d. City Credit Card Policy
 - e. Water/PI Leak Policy
13. Decision: Amend Salem City Fee Schedule
14. Decision: Award Bid for Woodland Hills Drive Trail
15. Decision: Minutes of May 3, 2023
16. Decision: Bills for Payment

In compliance with the A.D.A., individuals needing special accommodations during this meeting should notify the Salem City Office at 30 W. 100 S. or call (801)423-2770 at least three working days prior to meeting.

DIRECTORS REPORTS

17. Chief Brad James, Public Safety Director
18. Steve Cox, Building Official Director
19. Attorney Walter Bird
20. Jeffrey Nielson, City Finance Director
21. Matt Marziale, Public Works/Recreation Director
22. Adam Clements, Electrical Director
23. Bruce Ward, Manager/Engineering
24. John Bowcut, Fiber Director

COUNCIL REPORTS

25. Mayor Kurt L Christensen
 - a. Finances / Budget
 - b. City Employees
 - c. Miss Salem
 - d. UMPA Report
 - e. Public Safety
26. Councilman Kelly Peterson
 - a. Power Report
 - b. SUVPS Report
 - c. Fiber Report
27. Councilwoman Cristy Simons
 - a. Parks & Recreation
 - b. Green Waste
 - c. Youth Council
28. Councilman Seth Sorensen
 - a. Water (Primary & Secondary)
 - b. Mt Nebo & SUVMWA
 - c. Chamber of Commerce
29. Councilwoman Delys Snyder
 - a. Solid Waste/Recycling
 - b. Senior Lunch
 - c. Library
30. Councilman Tim De Graw
 - a. Sewer
 - b. Storm Drain
 - c. Roads & Trails
31. CLOSED SESSION -The Salem City Council may temporarily recess the regular meeting and convene in a closed session to discuss pending or reasonably imminent litigation; the purchase, exchange, or lease of real property or water; or to discuss the character, professional competence or physical or mental health of an individual as provided by Utah Code Annotated §52-4-205.

Please Note: If you have an item that you would like to have discussed before the City Council, please fill out a request form, which is available online at saalemcity.org or at the City Office, and return it to the City Office by 5:00 p.m. the Thursday prior to the meeting you would like to attend.

In compliance with the A.D.A., individuals needing special accommodations during this meeting should notify the Salem City Office at 30 W. 100 S. or call (801)423-2770 at least three working days prior to meeting.

Minutes of the Salem City Council Meeting held on May 17, 2023, in the Salem City Council Chambers.

Work Session: 5:00 p.m.

1. AJC ARCHITECT FIRE/EMS STATION EXTERIOR DESIGN

Heber Slabbert from AJC Architect presented a few options for the exterior design for the Fire/Ems Station. The majority of the City Council liked the brick design with the canopy option. Chief Brad James and Chief Ealy both like the brick design with the canopy. Heber Slabbert mentioned that they are hoping to pour the footings for the Fire/Ems building in two months.

2. FISCAL YEAR 2024 TENTATIVE BUDGET DISCUSSION

Jeff Nielson shared the following highlights to the City Council about the tentative 2024 fiscal year budget.

General Fund:

GF - Revenue:

- Taxes
 - Property Tax – Last year we did a TNT to help fund the new Fire Station
 - Sales Tax – showing growth in the state as a whole, Salem also increasing.
 - Energy Tax – With increase in Power Rate, this increased this account.
- Licenses & Permits
 - Cell Phone Tower – New Verizon Tower coming online.
 - Building Department – NOTE, this is a new fund (21-00-00) See Notes on it.
- Intergovernmental
 - Developments – NOTE, this is a new fund (22-00-00) See Notes on it.
- Charges for Services
 - Admin Fees (this is what the General Fund Charges the Enterprise Funds for services). This was a big change this year. Because we took the Building and Engineering Funds out of the General Fund, it left a void in the Admin Fees. So to make up that void we increased the Transfer from Enterprise Funds to General Fund, close to the difference in what the enterprise funds were being charged.
 - Cemetery Lots/Burials – This has been down, since we raised nonresidents rate last year.
- Fines & Forfeitures
 - Last year the court was taken away from us, and we were unsure of what that would do to our revenues, so we anticipated low. Bringing it backup.
- Miscellaneous Revenue
 - Interest – Interest on our State PTIF Fund is giving us some revenue on our investment account.

- PS Impact Fee – This is paying for the portion of the interest on the Bond Payment for the fire/ems station.
- Police Grant Mental Health – New law required public safety to have available a service for mental health. The state is giving a grant for it.
- Contributions and Transfers
 - Fund Transfer from Enterprise Funds – See note under Admin Fees above.
 - Unrestricted Fund from prior year - \$461,000 consists of the following:
 - \$70,000 to straighten road by lower pond (Reflection Park Area). Prior year assigned funds.
 - \$300,000 to go towards Motor Pool Building
 - \$150,000 from WH Trail left over from prior year.
 - \$150,000 will be new assigned funds.
 - \$91,000 for Veteran Memorial at cemetery
 - \$50,000 from prior year assigned.
 - \$41,000 will be new assigned funds.

GF - Expenses:

- Overall in all funds
 - Salaries – I put in a blanket of 8% for everyone. This will be determined when evaluations are completed. Raises will be determined on evaluations.
 - Workers Comp went down a lot – we are doing very well as a city. Our insurance is going to come to council on June 7th to talk about it.
 - Benefits – Health Insurance increased (avg 6.5%), see benefits sheet for more information.
- Legislative
 - Added more money to Economic Development to help with network lunches for business.
- Administration
 - Interest Refund on Development bonds – Interest rates are up.
 - Telephone/Cell/Internet – Still waiting for Salem Fiber. Cell phones we are adding tablets and other items to many departments.
 - Utility Bills – Growing we are sending more bills, notices, etc.
 - Computer Support – growing and we are using IT more and more.
- Library
 - \$100,000 was put in for the new library. We already have \$200,000 in C.I. This is to help. Will put more in from current budget when doing assigned funds.
- Building Department
 - See Fund 21-00-00
 - New State Laws, Building Permits can only be used on Building Departments. Can not be used in General Fund.
- Elections
 - Planning on Primary Election and General Election
- Government Building
 - Still waiting to hear from ULGT on our insurance rates, they estimate a 10% increase.

- City Shop – adding more shops and more needs
 - Funds to CI – We do not have a bond payment on the Fire/EMS building this year. This is the funds that would have gone towards that. Putting in C.I. for the Fire/EMS Building/Remodel/or Library.
 - Motor Pool Building – This is to build a new building for the Mechanic shop for the city.
 - 2023 Bond Payment- We have interest payment this year. PS I.F. can only pay for 91% of the new building.
- Engineering
 - See Fund 22-00-00
 - New State Laws, Development Fees can only be used on Development. Can not use funds in General Fund.
 - Kept a small amount of Salaries and Benefits, as the engineering fund still does a little work for the general fund.
- Police
 - New Mental Health Benefit for Public Safety.
 - Dispatch Fees increased
 - Motor Pool – adding two new police trucks – expense is in the motor pool fund (\$64,508 each)
- Fire
 - Fire Truck (tender) is paid off, asking to keep that money in there and put it into C.I. and save for a new engine (1M) or ladder truck (3M)
- Animal Control
 - County Shelter fees went up
- Emergency Management
 - Office Supplies – Getting a ID Card program/equipment (So employees can have Salem City Badges to be identified to the public)
- Roads
 - Last year we had funds in there to do the storm drain project around the pond. The bids came in more than what we anticipated. We want to rebid it, but will wait until Canal Road project is completed (Ames is not around).
 - Road Project – left the \$70,000 in for the road straighten project at lower pond (Reflection Park area)
 - New Building/Equipment
 - \$50,000 for one ton dump truck (split other \$50k with Sewer Coll)
 - \$50,000 to help finish road shop (another \$50k from Sewer Coll)
 - \$15,000 for a new truck for James (4 dept. cont \$15k (Roads, Sewer Coll, Water, and PI)
- Parks
 - Still looking for a used Bucket Truck - if we find one, will use reserve funds to purchase it.
- Cemetery
 - New Equipment – New Walker Lawnmower - \$22,835
 - Veteran Memorial – Got bids back from Berg for construction of the memorial. Estimated it at \$177,000 for total, we think we can cut out some of it, leaving costs of \$141,000

- \$50,000 Budgeted item
 - \$50,000 from prior year assigned funds
 - \$41,000 new assigned funds from FY 2023
- Recreation Admin/O&M
 - Employee – Karter Sorensen full time, he is now working as a seasonal employee, hiring him for full time with benefits.
 - Senior Citizen
 - Bus – Still looking for a used bus, if we find one will use reserved funds for it.
 - Getting a golf cart to help out Senior Citizen and Salem Days Dinner
 - Trails Budget – New side x side for trails department
 - Utilities – New splash pad at cole park, using water/power – Cole park and Loafer Park pickle ball lights.
 - Property/Build/Improvements –
 - New 72” Walker lawn mower for recreation department - \$21,000
 - Side x Side for recreation department \$14,000
- Special Services
 - Civic Center – Putting LED lights on building
 - Misc Donations
 - \$150 to each Boy and Girl State Program
 - \$500 Miscellaneous Donation
- Recreation Programs
 - Snack Shack is doing really well.

Building Fund (21-00-00)

- This is a new fund this year. The building permits can only be used in the building department. However, the General Fund does charge administrative charges to the building department for certain services the general fund does for the building department.

Engineering Fund (22-00-00)

- This is a new fund this year. The development costs that are paid to the city, can only be used for development (engineering). The funds can not be used to help out the general fund. However, the General Fund does charge administrative charges to the engineering department for certain services the general fund does for the building department. The enterprise funds also charge the engineering department for services they provide (i.e. water department for work the water department does on subdivisions).
- Expenses
 - Two new trucks in the department (Bruce and Bradey)

Water fund

- Revenue
 - Rate Increase

- 3 years ago when we had a rate study, it was recommended to do small increases each year. Last year we did a 5% to the base and tier. This year doing a 1% to the base rate.
 - Base \$22.83 to \$23.06 (\$0.23)
 - Sub-D Utilities Capital Outlay – This is what the water fund charges the engineering fund for work they do on developments.
- Expenses
 - Employees –
 - Needing to replace an employee that left a few months ago (split with PI).
 - Water, PI, and small portion in Power Funds – Hiring a Meter Tech Position. Will do meter reads, Fix water/PI meters, Do shut off and re reads, Deliver door hangers, then help out in Water/PI
 - Equipment - \$15,000 for a new truck for James (4 dept. cont \$15k (Roads, Sewer Coll, Water, and PI)
 - Items that are needing and will use reserves when ready
 - SCADA Upgrade (would split with PI – about \$50k
 - New chlorine building/injection system for existing well. Using tablets now, need to move to a gas system – about \$30K
 - General Fund Administrative Charges dropped \$249k,
 - Increased Transfer to General Fund \$200,000

Sewer fund

- Revenue
 - Rate Increase
 - Base Rate 1%
 - \$46.50 to \$46.97 (\$0.47)
 - Last year we did a 2% or \$1
 - Sub-D Utilities Capital Outlay – This is what the water fund charges the engineering fund for work they do on developments.
- Expenses
 - Sewer Plant
 - Using about \$67,000 from reserves to pay for parts that we need to have spare items.
 - Sewer Collections
 - \$50,000 for one ton dump truck (split other \$50k with Roads)
 - \$50,000 to help finish road shop (another \$50k from Roads)
 - \$15,000 for a new truck for James (4 dept. \$15k (Roads, Sewer Coll, Water, and PI)
 - Administrative & General
 - General Fund Administrative Charges dropped \$113k,
 - Increased Transfer to General Fund \$100,000

Electrical

- Revenue
 - Rate Increase - Just had a rate study and approve new rates

- Residential looked good
 - Commercial rates, the consultant estimated our revenue to be a lot more than what Jeff estimated. The difference was split. Will watch the rates. If we feel we need to do an adjustment will do one around December. Another option is looking at doing a Power Cost Adjustment. UMPA charges the city each month, we can pass that onto the residents.
 - Allocating out services charged to developers when installing power for developments (labor, equipment, 7%).
 - Sub-D Utilities Capital Outlay – This is what the water fund charges the engineering fund for work they do on developments.
- Expenses
 - Employee
 - Hiring an apprentice in 6 months, after we see what the rates are doing.
 - Water, PI, and small portion in Power Funds – Hiring a Meter Tech Position. Will do meter reads, Fix water/PI meters, Do shut off and re reads, Deliver door hangers, then help out in Water/PI
 - UMPA had an increase, but the new rates were able to cover the increase.
 - SUVPS increasing and they will be increasing more for the improvements that need to be done to the transmission lines and substations.
 - Have the bond for the new building, will begin working on it again to hopefully finish it.
 - Bond Payment this year
 - Sinking fund for the bond is also being paid.
- Administrative & General
 - General Fund Administrative Charges dropped \$234k,
 - Increased Transfer to General Fund \$200,000

Solid Waste

- Revenue
 - Rate Increase – Passing on the 3.5% rate increase from Republic Services:
 - 1st Can \$0.50 - \$14.15 to \$14.65
 - 2nd Can \$0.40 - \$11.48 to \$11.88
 - Recycling \$0.27 - \$7.65 to \$7.92
- Expenses
 - 3.5% increase from Republic Services (\$0.18 1st Can, \$0.10 2nd Can, and \$0.19 Recycling).
 - SUVSWD increased garbage a \$1 a ton, and moved the \$1 per ton fuel charge to the tonnage charge (\$38 a ton).
 - Recycling
 - Recycling fees have gone up from \$85 a ton to \$140 a ton.
 - Use for Recycling at the moment there is non. There are new companies coming online to begin processing it, but it will take a year or so.
 - Thinking now, to subsidize the recycling, but reevaluate each year. Possibility tonnage could go back down.

- Still passing on the 3.5% from republic services.
- Administrative & General
 - General Fund Administrative Charges dropped \$27k,
 - Increased Transfer to General Fund \$24,000

PI

- Revenue
 - Just did the new rate change for usage.
 - Estimated on the new usage rate and what it will generate for us.
 - Sub-D Utilities Capital Outlay – This is what the water fund charges the engineering fund for work they do on developments.
- Expenses
 - Employee
 - Needing to replace an employee that left a few months ago (split with Water).
 - Water, PI, and small portion in Power Funds – Hiring a Meter Tech Position. Will do meter reads, Fix water/PI meters, Do shut off and re reads, Deliver door hangers, then help out in Water/PI
 - Equipment - \$15,000 for a new truck for James (4 dept. cont \$15k (Roads, Sewer Coll, Water, and PI)
 - Items that are needing and will use reserves when ready
 - SCADA Upgrade (would split with PI – about \$50k
 - General Fund Administrative Charges dropped \$162,
 - Increased Transfer to General Fund \$150,000

Storm Drain –

- NOTES:
 - This fund is the MS4 (State Regulations and monitoring it).
 - This is not the storm drain system that is mostly under roads.
 - Roads Funding covers those costs
 - Eventually would like to have all of Storm Drain under the Storm Drain Fund
- Revenue
 - Rate Increase
 - 3% - \$0.20 to base (REU Residential Equivalent User)
 - \$6.74 to \$6.94
 - Added Fines for violations and red tags on job sites.
- Expenses
 - Employee – option to hire a part time employee for summer months
 - General Fund Administrative Charges dropped \$11K,
 - Increased Transfer to General Fund \$18,000

Fiber

- Revenue
 - No Rate Increase
- Expenses

- Starting to see expenses now that we are doing more than installing.
- Salaries is now split 50/50 (fiber fund and fiber bond (build of system)).
- Bond Payment
 - \$0.00 Principal (This Year)
- \$155,713 Interest
 - Enterprise buy in, \$155,713 (study recommended about \$400,000) this will be the last year.
- Continue Building

Motor Pool

- Revenue
- Expenses
 - Fuel Costs have gone up
 - Two new police trucks
 - Want to slowly get out of leased trucks

The City Council discussed the appropriate improvements needing to be done on 600 South. There will be an agenda item for next City Council meeting to discuss the improvements along 600 South. Councilperson Snyder talked about the city budgeting for the transfer station to drop off bins for green waste instead of burning the green waste. Matt Marziale believes that the city will need to move to an alternative solution for taking care of the green waste in the future. The bins from the transfer station will be more expensive than burning the green waste. Matt Marziale mentioned that the city would need to limit the use of the bins to just Salem City residents.

3. AGENDA ITEMS DISCUSSION

There was no discussion about this item during work session.

MEETING CONVENED AT: 7:00 p.m.

CONDUCTING: Mayor Kurt L Christensen

COUNCIL PRESENT:

Mayor Kurt L Christensen
Councilperson Seth Sorensen
Councilperson Delys Snyder
Councilperson Cristy Simons
Councilperson Kelly Peterson

STAFF PRESENT:

Jeffrey Nielson, Finance/Recorder
Walter Bird, City Attorney
Chief Brad James, Police Chief
Adam Clements, Power
Matt Marziale, PW/Recreation
Bruce Ward, Manager/City Engineer
Steve Cox, Building Dept.
John Bowcut, Fiber Director
Cody Young

OTHERS PRESENT

Please See Attached Document at Bottom

1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

Mayor Christensen asked if anyone would like to give a motivational or inspirational message. Councilperson Snyder stated she would like to offer a motivational message in the form of a prayer.

2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Councilperson Peterson invited those who wish to participate, to stand and say the pledge of allegiance with him. He then led the pledge of allegiance for those who wanted to participate.

3. YOUTH COUNCIL

There was nobody from Youth Council at tonight's meeting.

4. SF/SALEM CHAMBER OF COMMERCE

Kathleen Leavitt mentioned that she met with the board about providing ribbon cuttings for new businesses that are not apart of the chamber. The board determined that the Chamber of Commerce could give five ribbon cuttings for new businesses in Salem that are not a part of the Chamber of Commerce.

5. CITIZENS REQUEST: ALLI & ASHLEY CHRISTIANSEN

Alli and Ashley Christiansen recently moved to Salem from Spanish Fork. Alli and Ashley Christiansen run a social media page to promote mental health in Spanish Fork. Alli and

Ashley Christiansen are wanting to start a social media page promoting mental health in Salem. Salem City would not sponsor the social media page but would support it. Councilperson Simons and De Graw have met with Alli and Ashley in the past and they support their idea. Councilperson Synder mentioned that the city library could be a good resource of support for the idea. Alli Christiansen talked about how Jeff Wilson's sister came to Salem Jr. High after his passing. There was no place in the Jr. High for her friends to comfort her in a private area. There has been a person that has donated \$25,000 to construct a privacy/wellness room for the Salem Jr. High. Alli and Ashley Christiansen are wanting to hold an event on May 27, 2023. This event will promote mental health wellness. Jorge Garcia and Danny Thorne talked to the City Council about the May 27, 2023 event. The event will be held at the Salem Hills High School campus. The event will have resources for people with mental health struggles. They are hoping to hold this event on an annual basis in Salem. The City Council shows full support to the event and the social media page.

6. DECISION: FRIENDS OF SALEM CITY LIBRARY

This agenda item was not ready for this meeting.

7. DECISION: NEW SALEM INFRASTRUCTURE AGREEMENT

Walter Bird stated that the proposed agreement is to agree to join a future reimbursement agreement. The future reimbursement agreement will be for the infrastructure being constructed in Loafer Mountain Parkway for the New Salem area.

Mayor Christensen asked for a motion for the New Salem infrastructure agreement.

MOTION BY: Councilperson Sorensen made a motion to approve the New Salem infrastructure agreement.

SECONDED BY: Councilperson Snyder seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

8. DECISION: SKYVIEW ESTATES OFFSITE UTILITIES CONNECTORS AGREEMENT

Bruce Ward stated that the proposed connectors agreement is for the offsite utilities that were constructed for the Skyview Estates Subdivision.

Mayor Christensen asked for a motion for the skyview estates offsite utilities connectors agreement.

MOTION BY: Councilperson Simons made a motion to approve the skyview estates offsite utilities connectors agreement.

SECONDED BY: Councilperson Snyder seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

9. DECISION: ADOPT TENTATIVE 2024 FISCAL YEAR BUDGET

Jeff Nielson told the City Council to let him know if there needs to be any changes to the proposed budget.

Mayor Christensen asked for a motion to adopt the tentative 2024 fiscal year budget.

MOTION BY: Councilperson Peterson made a motion to adopt the tentative 2024 fiscal year budget.

SECONDED BY: Councilperson Simons seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

10. DECISION: ORDINANCE ADOPTING STORM DRAIN MASTER PLAN IFFP (IMPACT FEE FACILITIES PLAN) AND IFA (IMPACT FEE ANALYSIS)

Kayson Shurtz from Hansen Allen & Luce came to May 3, 2023 City Council and presented the proposed storm drain impact fee. The ordinance allows the city to adjust the storm drain impact fee if necessary. The storm drain impact fee will not go into effect until 90 days after City Council's approval. The City Council wants the city to have the flexibility to adjust the storm drain impact fee for properties with one acre or more instead of two acres or more.

Mayor Christensen asked for a motion for the ordinance adopting the storm drain master plan IFFP (impact fee facilities plan) and IFA (impact fee analysis).

MOTION BY: Councilperson Peterson made a motion to approve the ordinance adopting the storm drain master plan IFFP (impact fee facilities plan) and IFA (impact fee analysis) with the condition to change the impact fee adjustability property size from two or more acres to one or more acres.

SECONDED BY: Councilperson Simons seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

11. DECISION: RESOLUTION IN SUPPORT OF SALEM LAW ENFORCEMENT OFFICER – NATIONAL LAW ENFORCEMENT WEEK MAY 14-20, 2023

Chief Brad James mentioned that the Salem City Police Department is well respected through the community. Chief Brad James requested that the City Council approves the proposed resolution to support the Salem City Police Department.

Mayor Christensen asked for a motion for the resolution in support of Salem law enforcement officer – national law enforcement week May 14-20, 2023.

MOTION BY: Councilperson Snyder made a motion to approve the resolution in support of Salem law enforcement officer – national law enforcement week May 14-20, 2023.

SECONDED BY: Councilperson Sorensen seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

12. DECISION: VARIOUS POLICIES FOR SALEM CITY, A. EMPLOYEE ETHICAL BEHAVIOR POLICY B. ETHICAL BEHAVIOR PLEDGE FORM C. REPORTING FRAUD OR ABUSE POLICY D. CITY CREDIT CARD POLICY E. WATER/PI LEAK POLICY

Jeff Nielson presented the proposed policies for Salem City. The proposed policies will help the city score better on their fraud risk assessments from the insurance company.

Mayor Christensen asked for a motion for the various policies for Salem City, a. employee ethical behavior policy b. ethical behavior pledge form c. reporting fraud or abuse policy d. city credit card policy e. water/pi leak policy.

MOTION BY: Councilperson Snyder made a motion to approve the various policies for Salem City, a. employee ethical behavior policy b. ethical behavior pledge form c. reporting fraud or abuse policy d. city credit card policy e. water/pi leak policy.

SECONDED BY: Councilperson Simons seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

13. DECISION: AMEND SALEM CITY FEE SCHEDULE

Walter Bird stated that the proposed amendment to the fee schedule will add fees/fines for the police department, building department, right-of-way construction, and SWPPP. The fines are built to have adjustability.

Mayor Christensen asked for a motion for the ordinance to amend the Salem City fee schedule.

MOTION BY: Councilperson Sorensen made a motion to approve the ordinance amending the Salem City fee schedule.

SECONDED BY: Councilperson Peterson seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

14. DECISION: AWARD BID FOR WOODLAND HILLS DRIVE TRAIL

Matt Marziale stated that this bid is for the construction of a portion of the trail along Woodland Hills Drive. The trail will be constructed along Woodland Hills Drive from 400 North to 180 North. The Dragons Meadow subdivision will construct the trail along the frontage of their property on Woodland Hills Drive. Councilperson Simons wanted to know when the Woodland Hills Drive trail would be constructed to Salem Canal Rd. Matt Marziale stated that the city has applied for a grant to extent the Woodland Hills Drive trail to Salem Canal next year.

Mayor Christensen asked for a motion to award the bid for the Woodland Hills Drive trail.

MOTION BY: Councilperson Simons made a motion to award the bid for the Woodland Hills Drive trail to RC Enterprise in the amount of \$147,464.25.

SECONDED BY: Councilperson Peterson seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

15. DECISION: MINUTES OF MAY 3, 2023

Mayor Christensen asked for a motion for the minutes of May 3, 2023.

MOTION BY: Councilperson Sorensen made a motion to approve the minutes of May 3, 2023.

SECONDED BY: Councilperson Snyder seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

16. DECISION: BILLS FOR PAYMENT

Mayor Christensen asked for a motion for the bills for payment.

AMOUNT: \$922,446.49

MOTION BY: Councilperson Sorensen made a motion to approve the bills for payment in the amount of \$922,446.49.

SECONDED BY: Councilperson Snyder seconded the motion.

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

STAFF REPORTS

17. CHIEF BRAD JAMES, PUBLIC SAFETY DIRECTOR

Chief Brad James mentioned that a new ambulance was ordered awhile back. The ambulance will begin the building process in July of this year. The ambulance is scheduled to be delivered to the city on August 31, 2024. Chief Brad James stated that the public safety

department is working on updating the natural disaster plan for the city. The updated natural disaster plan will be presented to the City Council in a few months.

18. STEVE COX, BUILDING OFFICIAL DIRECTOR

Steve Cox mentioned that there have been 104 single family home permits issued for the current fiscal year.

19. ATTORNEY WALTER BIRD

Walter Bird had nothing to add to tonight's meeting.

20. JEFFREY NIELSON, CITY FINANCE DIRECTOR/CITY RECORDER

Jeff Nielson had nothing to add to tonight's meeting.

21. MATT MARZIALE, RECREATION/PUBLIC WORKS DIRECTOR

Matt Marziale stated that the Cole Park splash pad will be completed around Memorial Day.

22. ADAM CLEMENTS, ELECTRICAL DIRECTOR

Adam Clements reminded the City Council about the UMPA crisis meeting at 10 a.m. tomorrow. Adam Clements reported that there are 56 SESD customers left inside of the Salem City boundary. Adam Clements gave a report on where the power department is currently working to switch residents from SESD to Salem City power.

23. BRUCE WARD, MANAGER/ENGINEERING

Bruce Ward had nothing to add to tonight's meeting.

24. JOHN BOWCUT, FIBER DIRECTOR

The fiber department has 1063 customers.

COUNCIL REPORTS

25. MAYOR KURT L. CHRISTENSEN

Mayor Christensen had nothing to add to tonight's meeting.

26. COUNCILPERSON KELLY PETERSON

Councilperson Peterson reminded the City Council about the Memorial Day program scheduled for May 29, 2023, at 8 a.m. Miss Salem and the Miss Salem contestants will be singing the national anthem at the Memorial Day program. Sid Cardon will be the guest speaker at the Memorial Day program.

27. COUNCILPERSON CRISTY SIMONS

Councilperson Simons stated that special needs fishing day was a success. The Salem businesses luncheon is scheduled for June 12, 2023, at the community center. Tomorrow night the local City Council's will have the opportunity to meet with the local representatives.

28. COUNCILPERSON SETH SORENSEN

Councilperson Sorensen stated that the pressurized irrigation system is up and running. The city will see the results of metering pressurized irrigation in a couple months.

29. COUNCILPERSON DELYS SNYDER

Councilperson Snyder had nothing to add to tonight's meeting.

30. COUNCILPERSON TIM DE GRAW

Councilperson De Graw was not present at tonight's meeting.

31. CLOSED SESSION

There was no closed session at tonight's meeting.

Cherie Anderson was present at tonight's meeting. Cherie Anderson is involved with the solid/green waste industry. Cherie Anderson mentioned that she has been going around to all the local City Councils to see how the cities are managing green waste. Matt Maziale asked if the solid waste industry has a chipper available for rent. Cherie Anderson stated that she is not aware of a chipper available for rent.

ADJOURN CITY COUNCIL MEETING

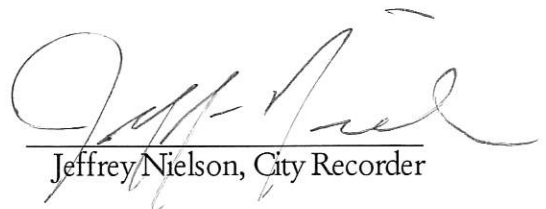
Mayor Christensen asked for a motion to adjourn.

MOTION BY: Councilperson Sorensen made a motion to adjourn.

SECONDED BY: Councilperson Simons seconded the motion.

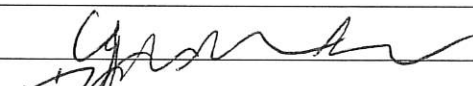

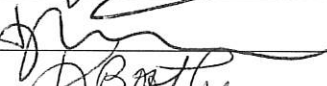
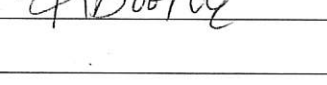

VOTE: Councilperson Sorensen; Aye, Councilperson Peterson; Aye, Councilperson Simons; Aye, Councilperson Snyder; Aye, (4 Ayes)

MEETING ADJOURNED AT: 8:30 p.m.



Jeffrey Nielson, City Recorder

Salem City Council Meeting Attendance Record
For Council Meeting held on May 17, 2023

	Please Print Name	Please Sign Name
1	Ashley Christiansen	
2	Alli Christiansen	
3	Cherie Anderson	
4	Jorge Garcia	
5	Denny Thorne	
6	Kathleen Leavitt	
7	Karen Boothe	
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