

Minutes of the Salem City Council Meeting held on July 5, 2023 in the Salem City Council Chambers.

Work Session: 6:00pm

Gauge Leasing Company

Lt. Greg Gurney spoke about Gauge leasing company and what they offer. They are a leasing and fleet management company. We currently have Greg Gurney managing our fleet and it is taking a lot of his time when trying to find vehicles because we don't have the tools and resources where Gauge does. Brittany has helped us a handful of times and always does it in a timely manner. Their hope is to get us vehicles within 24-48 hours from our request. Brittany did a fleet study with the way we are currently handling our leases, and discovered we are holding onto our vehicles too long before swapping them out. They recommend we swap out vehicles yearly. Gauge company does everything that has to do with fleet management such as purchasing, managing, and selling when the time comes. The way it works is once we get a vehicle at state bid pricing, we hold onto it for a year, then sell at the highest price. They have their own auction for the whole country. We will almost always come out even, but in most cases will make a profit. This leasing company does not have any additional or hidden fees, they get their portion when we sell the vehicle which is \$100/month per vehicle for as long as we had the vehicle.

Jason Vomy and Brittany Long went through the details of the company further with the council. They gave an example of the truck we just turned in last Friday. We paid \$62,000.00 when purchased, and just turned it in and the value is \$72,000.00 so we would have been able to profit \$10,000.00 if we went through Gauge. Brittany and Jason have their own auction that is country wide. If we rotate yearly, we will save lots between lower maintenance, not paying for tires, etc.

They follow the market and will tell us if/when we need to rotate vehicles to get the most money. The best thing would be to start with department heads (Bruce, Steve, Adam, etc) and slowly work more vehicles in. It will be a process but if we start with a few that are budgeted each year, we will slowly add in.

Lt. Greg Gurney mentioned we have struggled to find and get vehicles, but Brittany is always able to get them, and she gets them quickly.

Gauge has been around for three years. Brittany has been in the municipal city and county side. She knows that typically buying and selling vehicles is a hassle and they try and remove that part of the process. They have and can sell our surplus vehicles when we have thought they weren't worth anything. It doesn't cost the city any money until we offload the vehicle and sell. We will save money on maintenance and won't have as much depreciation. Brittany mentioned that Ford offers the best government discount.

There is a manufacture law that we have to keep the vehicle a minimum of one year and one day.

The good thing about keeping the vehicle for the year time frame is that the dealership will take care of issues, due to it being covered under warranty where we own the vehicle.

We currently have over 77 vehicles in our fleet. Right now, we will do five vehicles at a time and slowly add in more. It will take around 12 months to see how well this works for us but we aren't in a contract with Gauge. They are not asking or making us to sign a contract, all they ask is a few agreements as far as payment so they know they will get paid. They will earn their business each year and if we aren't satisfied then we will come back to doing the system we have now.

AGENDA ITEMS DISCUSSION:

Agenda Item #7-

This is Arive's subdivision on 400 North Woodland Hills Drive. Arive paid for the rebuild (connectors agreement) and we are asking for the agreement to be approved tonight. Mayor Christensen asked how it works per foot, and Bruce stated it is a frontage foot. You measure the distance on the frontage of property line, there is a 50 percent reimbursement. These are a long-term investment.

Agenda Item #9-

The motor pool building will be out at the old shops. We are looking to purchase another Cleary building to set up next to the existing shop. The cost is \$76,050.00 which includes concrete, footings, floor, heating, and electrical. Garage doors will be insulated. Construction will start in September and it'll go up quickly. They will finish concrete next summer.

Agenda Item #10-

The recreation lawn mower is a budgeted item, and we are just looking to purchase. This lawn mower will likely be used at Cole Park.

Agenda Item #11-

The flight sewer pump at the sewer plant went out and was rebuilt but we are needing to purchase a new one. This is the main station for the whole city. When the pump failed, the backup did work perfectly without any glitches.

Agenda Item #12-

The emergency operations plan is the plan we will follow in case of a disaster. We are able to make minor changes/updates to it yearly, but the State law just changed making it so we only have to bring the plan to council every 5 years unless there is a major wholesale change that happens to the plan in which case, we would bring it back to the council. We are up to date in the event something happens, we will be good with the county, state, and feds. We will keep making minor updates yearly as needed.

Agenda Item #6-

Mike Anderson and Phil Wilcox went over the power facilities impact fee facilities plan (IFFP) and impact fee analysis. Impact fees are a one-time charge on new homes for the impacts created on the power system. The state allows us to adopt, modify, or reject the impact fee. An analysis has been prepared whereby the needs, costs, and equitable allocation of those costs has been determined and apportioned.

MEETING CONVENED AT: 7:00 p.m.

CONDUCTING: Mayor Kurt L Christensen

COUNCIL PRESENT:

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

STAFF PRESENT:

Jeffrey Nielson, Finance/Recorder
Walter Bird, City Attorney
Chief Brad James, Police Chief
Adam Clements, Power
Matt Marziale, PW/Recreation
Bruce Ward, City Engineer/Manager
Steve Cox, Building Dept.
Brylie Haveron

OTHERS PRESENT

Paul Taylor, Howard Chuntz, Fred Philpot, Michael Anderson, Jason Vomy, Brittany Long,
Craig Sacco, Cliff Leyve, Jackie Larsen

1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

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

2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Brylie Haveron invited those who wish to participate, to stand and say the pledge of allegiance with her. She then led the pledge of allegiance for those who wanted to participate.

3. YOUTH COUNCIL REPORT

Jeff Nielson stated that we will have meet the candidate night on Thursday, October 26, 2023.

4. SF/SALEM CHAMBER OF COMMERCE

There was not a member from the SF/Salem chamber of commerce present for tonight's meeting.

5. PUBLIC HEARING

A) Power Facilities Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis

MOTION BY: Councilperson Cristy Simons to go into public hearing for the power facilities impact fee facilities plan (IFFP) and impact fee analysis

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Howard Chuntz; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Sterling Rees; Aye (5 Ayes)

The Power facilities Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis was presented to the council and public by Fred Philpot and Michael Anderson. They explained that before imposing an impact fee, each local political subdivision or private entity shall prepare an impact fee facilities plan and impact fee analysis. The impact fee is a one time fee for new homes, without having to raise utility rates for residents. This fee is to cover infrastructure. If the council chooses to adopt these fees, they will not become relevant for 90 days from today.

There is a process which includes notice of intent to amend IFFP and IFA, preparation and certification of IFFP and IFA, presentation of findings to staff, presentation and discussion with stakeholders, administrative body in work session, notice of public hearing, and holding the public hearing before being able to adopt impact fees. When trying to determine fees, we have to look at things such as demand, inventory of facilities, level of service, revenue resources, and bond financing.

Councilperson Delys Snyder asked at what point of development impact fees are assessed, and building permits is where the fees are assessed. There will be a 30% increase to homes. If we lower the impact fee, we have to state what we will do to make up the difference, which would most likely be a rate increase. This impact fee does not affect established residents.

MOTION BY: Councilperson Kelly Peterson to Close Public Hearing for the Power Facilities Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis

SECONDED BY: Councilperson Tim De Graw

VOTE: Councilperson Tim De Graw; Aye, Councilperson Howard Chuntz; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Sterling Rees; Aye (5 Ayes)

6. DECISION: Power Facilities Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis

After holding the public hearing the council chose to approve the power facilities plan and impact fee analysis.

MOTION BY: Councilperson Kelly Peterson to Approve the Power Facilities Plan (IFFP) and Impact Fee Analysis

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

7. DECISION: Skyhawk Knoll 400 North Connectors Agreement

Bruce Ward talked about the connector's agreement with Arive for their Skyhawk Knoll 400 North subdivision. They approved 897 feet of frontage and the total cost is \$502,841.76 which includes pressurized irrigation, water, and sewer. In order to develop future property, the City will require payment by the other property owners of \$132.88 per foot to developer for the culinary water line, \$150.57 per foot to developer for PI line installed, and \$268.77 per foot to developer for the sewer line installed along 400 North until the above amount is paid.

MOTION BY: Councilperson Cristy Simons to Approve Skyhawk Knoll 400 North Connectors Agreement

SECONDED BY: Councilperson Tim De Graw

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

8. DECISION: Leasing/Purchasing Vehicle

We talked about this in work session and are needing approval for the pickups and trucks we rolled over and purchased. Two trucks were purchased and three are being leased which we approved in budget.

MOTION BY: Councilperson Kelly Peterson to Adopt Leasing and Purchasing of Five Trucks

SECONDED BY: Councilperson Cristy Simons

VOTE: Councilperson Tim De Graw; Aye, Councilperson Howard Chuntz; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Sterling Rees; Aye (5 Ayes)

Lt. Greg Gurney asked for direction on how to proceed with the leasing company. We feel it will be a good thing for the city.

Mayor let the public know that we are trying to run city vehicles for no cost due to us getting the government pricing for vehicles. We will be able to purchase lower and sell at a higher cost.

MOTION BY: Councilperson Tim De Graw to Authorize Engagement in Signing with Revolve with Staff and Mayors Approval

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Howard Chuntz; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Sterling Rees; Aye (5 Ayes)

9. DECISION: Motor Pool Building

We built a motor pool building out at the old shops for police, but mechanic and parks have taken it over. We are looking to purchase another from Cleary Building to setup next to the current building at the old shops on Edmond Lane. This building is a three bay 42' x 60' building with a 17'8" peak. As we grow and deal with more equipment and more vehicles, the need to maintain them has also risen. The building is a budgeted item. The approval will allow us to pay a \$15,000.00 down payment and be placed on the building shipment and construction list. Construction is scheduled for the month of September. The total amount is \$76,050.00 and we will add concrete and insulation after the building is standing. The bid does include garage doors and a man door. The council suggested Cleary should do insulation while they are already doing the building. The garage doors will be insulated, and they will finish concrete next summer.

MOTION BY: Councilperson Kelly Peterson to Approve Motor Pool Building Purchase in the Sum of \$76,050.00

SECONDED BY: Councilperson Cristy Simons

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

10. DECISION: Recreation Lawn Mower

With the addition of more parks and trails, also comes the need for additional mowing equipment. The recreation parks department is looking to buy a 72" deck turf tiger riding lawn mower. The scag turf tiger is the same line and brand of mowers that the crew has been running for years. The motor pool department is familiar with need and repairs with this line of mowers. This is a budgeted item. The budgetary impact is \$14,772.00 from Mountainland Power Equipment.

MOTION BY: Councilperson Cristy Simons to Approve the Purchase of the Scag Turf Tiger Lawn Mower for the Sum of \$14,772.00

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

11. DECISION: Flight Pumps Sewer Plant

One of the flight pumps at the sewer plant went out and we need it replaced. There were three bids presented for the following amounts.

\$13,909.00- Delco Western

\$19,123.00- Rhino Pumps

\$10,292.20- Xylem

We will be purchasing the pump from Xylem for \$10,292.20.

MOTION BY: Councilperson Tim De Graw to Purchase Replacement Flight Pumps for Sewer Plant in the Amount of \$10,292.20

SECONDED BY: Councilperson Cristy Simons

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

12. DECISION: Salem City Emergency Operations Plan (EOP) Resolution

The Salem City emergency operations plan (EOP) is a plan in case of a disaster. We outsourced it last year and it has since been updated. Each year we will make minor updates as required by law, but the state law changed so we only have to renew and bring to council every five years, unless there are major changes made. Our plan is up to date, in the event something happens, we will be good with the county, state, and feds.

MOTION BY: Councilperson Delys Snyder to Approve the Salem City Emergency Operations Plan (EOP) Resolution

SECONDED BY: Councilperson Kelly Peterson

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

13. DECISION: MINUTES OF June 21, 2023

MOTION BY: Councilperson Cristy Simons to Approve the Minutes of June 21, 2023.

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

14. DECISION: BILLS FOR PAYMENT

Mayor was looking through the bills and noticed we are paying \$15,000.00 per year to lease a loader. He suggested looking into purchasing a new loader, it is a shared piece of equipment and instead of paying for the lease it may be beneficial to own one that would still be worth about \$40 thousand when it's paid for. We have our mechanic that can do the oil changes and minor repairs on it.

AMOUNT: \$1,478,836.38

MOTION BY: Councilperson Kelly Peterson to approve the bills for payment in the sum of \$1,478,836.38.

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

Mayor Christensen asked the public if they had any comments to add to tonight's meeting and noticed there were a few people on zoom and present that are currently running for city council and asked them to introduce themselves.

Cliff Leyve stood up and introduced himself, he has been a resident for 9 years and knows Matt Marziale well. He has influenced Cliff to run for council. He loves the community here in Salem.

Cynthia Rees was on zoom and is excited to run for council. She has been a resident of Salem for 54 years and is excited to hopefully have the chance to give back to the community. She is looking forward to running.

Alan Hansen was also on zoom and introduced himself. He was raised in Spanish Fork but has always loved Salem. He has lots of family in the area and is excited to run for council.

15. CHIEF BRAD JAMES, PUBLIC SAFETY DIRECTOR

Chief Brad James did not have anything to add to tonight's meeting.

16. STEVE COX, BUILDING OFFICIAL DIRECTOR

Steve Cox let the council know there was a tree that fell on a resident's home on 400 North from the storm. We put a no occupancy notice on the home due to truss damage and a collapsed vent pipe. The homeowner is dealing with insurance and the tree that fell is the neighbors. They are working to remove it and will need a structural engineer to come out to the house. The gas and appliances have been shut off.

17. ATTORNEY WALTER BIRD

Attorney Walter Bird did not have anything to add to tonight's meeting.

18. JEFFREY NIELSON, CITY FINANCE DIRECTOR/CITY RECORDER

Jeffrey Nielson did not have anything to add to tonight's meeting.

19. MATT MARZIALE, RECREATION/PUBLIC WORKS DIRECTOR

A. Farmer Markets and Outdoor Vendors Ordinance

Matt Marziale was excused from tonight's meeting. He will discuss the ordinance above at a future council meeting.

20. ADAM CLEMENTS, ELECTRICAL DIRECTOR

Adam Clements wants to thank and shoutout the following with all their help in the power outage.

Police officers and fireman in responding so quickly to the outage.

Spanish Fork City power department for their equipment and guys who helped.

Kelly Peterson and Bruce Ward for bringing drinks and food.

John Bowcut and the fiber department.

Our power department, we were able to have everyone with the exception of two guys which was awesome considering it was the week of the holiday.

Adam appreciates everyone's help and sacrifice.

21. BRUCE WARD, ENGINEERING

Bruce Ward stated he and Walter Bird have some items to discuss during the closed session regarding legal land issues.

22. JOHN BOWCUT, FIBER DIRECTOR

John Bowcut stated we currently have 1,135 fiber customers. They are making good progress and will have most of the underground boring complete this year. Councilperson Delys Snyder asked when he wants to hit the goal of 1,500 customers and John hopes to meet that goal in one year from now.

COUNCIL REPORTS

23. MAYOR KURT CHRISTENSEN

Mayor Christensen stated Chris Wright has been working overnight to fix the Miss Salem float. It is up and running, but it needs to be driven slow and easy. We have had this float for around 10 years.

Mayor talked about the electrical meetings held in Seattle that he attended. He was able to talk to other Mayors and their budgets and it helped him to know how to better run the city.

24. COUNCILPERSON KELLY PETERSON

Councilperson Kelly Peterson mentioned SUVPS will have a meeting on the 12th with other members regarding capacity and planning for the future.

Councilperson Kelly Peterson wanted to give a shout out to Adam Clements for handling his first major power outage as director as well as he did. He took control and explained what needed to happen and quickly assigned everyone a task. Adam and his crew worked together and got it done efficiently. They did about four days' worth of work in 10 hours and really stepped up. John Bowcut and the rest of the fiber department offered their help with their equipment and repaired the fiber that was damaged. Councilperson Delys Snyder thanked all other departments that were involved in helping.

25. COUNCILPERSON CRISTY SIMONS

Councilperson Cristy Simons talked about the new splash pad at Cole Park opening and the hours of operation. The hours that were decided are 10AM-8PM Monday through Saturday and she is asking the councils input on having the splash pad open on Sundays. Mayor Christensen asked about other communities hours. Bruce Ward stated he had recently been, and feels we should change the timer on how long the cycle runs for. Currently we are having the water on for 10-15 minutes before it shuts off and starts again. He feels it should be shortened and will speak with Matt Marziale.

The council discussed and decided to have the splash pad open on Sundays, but if there are any problems, we will turn it off and won't do repairs until regular business hours unless it needs immediate attention.

Councilperson Cristy Simons let everyone know that all events for Salem Days are open for registration.

Councilperson Cristy Simons wanted to make residents aware we are opening the green waste this Saturday from 10am-6pm due to the heavy windstorm and having lots of trees down.

26. COUNCILPERSON SETH SORENSEN

Councilperson Seth Sorensen did not have anything to report for tonight's meeting.

27. COUNCILPERSON DELYS SNYDER

Councilperson Delys Snyder did not have anything to report for tonight's meeting.

28. COUNCILPERSON TIM DEGRAW

Councilperson Tim De Graw was asking about bead assistance for fiber which is a rebate. John applied but we are unable to qualify due to Utah mandating if you are municipality owned and operated you cannot use bead money.

MOTION BY: Councilperson Kelly Peterson to go into Closed Session for Legal Land Issues

SECONDED BY: Councilperson Cristy Simons

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

ADJOURN CITY COUNCIL MEETING

MOTION BY: Councilperson Kelly Peterson to Adjourn City Council Meeting

SECONDED BY: Councilperson Delys Snyder

VOTE: Councilperson Tim De Graw; Aye, Councilperson Kelly Peterson; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, Councilperson Cristy Simons; Aye (5 Ayes)

MEETING ADJOURNED AT: 8:10PM

Jeffrey Nielson, City Recorder