



Due to COVID-19 Council meeting will be held electronically. If you would like participate please call the city offices (801-423-2770) or email (salemcity@salemcity.org) **before 5:00 p.m. on Wednesday, May 19th to get more information.**

DATE: May 19, 2021 (City Council Chamber 30 West 100 South)
5:00 p.m. WORK SESSION

1. Fiscal Year 2022 Budget Discussion
2. Agenda Item 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. Public Hearing
 - a. Approve New Culinary Water Design Standards
6. Approve Ordinance for New Culinary Water Design Standards
7. Approve Water Agreement with H.E. Davis Family
8. Approve Bid for Community Center Furnace/AC Unit
9. Approve Mutual Aid Agreement for a Mobile Field Force Team
10. Approve Tentative Budget for Fiscal Year 2022
11. Approve Resolution appointing city manager and approving manager contract
12. Approve Minutes of May 5, 2021
13. Approve Bills for Payment

DIRECTORS REPORTS

14. Chief Brad James, Public Safety Director
15. Steve Cox, Building Official Director
16. Attorney Vaughn Pickell
17. Jeffrey Nielson, City Finance Director
18. Matt Marziale, Public Works/Recreation Director
19. Ted Barnett, Electrical Director
20. Bruce Ward, Engineering
21. John Bowcut, Fiber

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.

COUNCIL REPORTS

22. Mayor Kurt L Christensen
 - a. Finances / Budget
 - b. City Employees
 - c. Miss Salem
23. Councilman Sterling Rees
 - a. UMPA Report
 - b. SUVPS Report
 - c. Mayor / Council Advisory Board
24. Councilman Seth Sorensen
 - a. Recreation
 - b. Green Waste
 - c. Chamber of Commerce
25. Councilman Howard Chuntz
 - a. SUVMWA & Mt. Nebo Representative
 - b. Water (Primary & Secondary)
 - c. Roads
 - d. Storm Drain
26. Councilperson Delys Snyder
 - a. Solid Waste
 - b. Senior Dinners
 - c. Library
27. Councilman Tim De Graw
 - a. Sewer
 - b. Youth Council
28. 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 on line at salemcity.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.

Minutes of the Salem City Council Meeting held on May 19, 2021 in the Salem City Council Chambers.

Work Session: 5:00 p.m.

1. FISCAL YEAR 2021/2022 BUDGET DISCUSSION

Jeff Nielson stated he met with Supervisors, Directors and the Mayor to go over budget and there are still some minor changes that need to be done. Jeff Nielson said for the most part the budget is looking good. Jeff Nielson presented the following budget items.

General Fund

Revenue

Taxes-Jeff Nielson commented property tax are not anticipated to have an increase, but it would be wise to do truth in taxation.

Sales Tax last year we took over \$200,000 anticipating what covid effects we would have, and this year increased it based off of the trend for Sales Tax.

Building Permits estimating 135 homes in the next year and that is very conservative. If we go above that we may need to hire an addition inspector and office help.

Court- We are part of the 4th district court and the state court told Salem City that we will no longer be taking care of the payments for citations. The requirements did not seem feasible for them to have Salem City continue handling citations. Councilperson Rees asked where they pay the citations and Jeff Nielson stated in Spanish Fork or online.

Expenses

Building Department- If Arrowhead Springs starts going and things get busy, we may need a new inspector and office help.

Elections-We have a contract with Utah County to do vote by mail and that includes a primary total of \$24,845.

Woodland Hills Trail-We did an interfund loan from sewer depart for \$256,117 and yearly payment is \$38,712. Jeff recommended paying of the loan using funds from FY 2021.

Public Works-We need a code enforcement employee, and this would be a part time position and estimating 15 hours a week. This is not part of the police department. Mayor Christensen asked Chief James if 15 hours a week is adequate. Chief James said 15 hours is a good start and we can look at adding hours. Chief James said they would need to work with Attorney's office.

Police Department-As we continue to grow, we will need a new police officer. There was a discussion on the Public safety building, and we need to get going on it in the near future. Mayor Christensen asked Chief James if he has looked at other buildings. Chief James said yes, he has looked at several throughout the state and he liked the way Lehi has done their public safety building. Chief James said we have been talking about doing a study and this would be funded by impact fees.

Fire Department-We increased the stipend for the Fire department members. The fire department needs new SCBA tanks costing \$180k and Jeff Nielson stated we are getting new cares funding and maybe we can use the funds for the tanks.

SEMA-We increased the stipend for SEMA members. We need a new ambulance, the oldest one we have is 1994 and we might use the cares money to help purchase new ambulance. Chief James commented that should be a priority.

Roads Department-We need to hire an employee. We must have someone that over sees the storm drain and we had to create an enterprise fund. The Storm drain projects sump improvements \$25,000, water way replacements \$ 54,000, pond storm drain \$71,000, outfall improvements \$12,000. There was discussion on the following Road projects, 300 North 500 East, 100 N Main, 100 E is being done now in FY 2021 because of water issue to the road Main/Center Corner, 300 E Center to 100 N. Matt Marziale said he will be sending out a letter to the neighbors to notify them of the road improvements. There was a discussion on the equipment needed in the roads department. They need of a new 10-wheel dump truck \$230,000 and the 1st payment would be FY 2023. They also need a Medium size track hoe estimating \$88,000 (using Reserve funds from general fund). The Roads building is estimating \$60,000.

B&C roads money would like an additional \$155,000 for overlay funds.

Park Improvements-Discussed get a used bucket truck \$15,000, a Fountain for North side of pond \$6,000, pond improvements \$10,000.

Cemetery-We need to redo the memorial and we currently have \$10,000 set aside from prior years. We will need to get a design for the memorial.

Recreation and Parks is in need of a tractor at rodeo arena. They need to hire new employee to help with trails/parks/safety/building maintenance. Park Improvements will need a new side by side. The Salem park trail we will be doing improvements and adding pavement. There was a discussion on doing a Dog Park. Matt Marziale said he is getting numerous emails about a dog park. Matt commented some of the new master plan developers are proposing dog parks. Reflection Park \$20,000 funded with impact fees.

Pond Town-We need to finish aluminum tree bases and we have 5 or 6 left. We are adding a new tree on north side of pond.

Jeff Nielson stated we had \$1,240,292 (12%) at the end of 2020. Jeff said we will have excess funds and recommended to use the funds to put towards power truck, SESD legal, and the Woodland Hills Trail and if we have more funds putting them towards capital improvements on Road/Sewer building, Canal Road, Elk Ridge Drive. New cares funding we will get about \$900,000 with more options but stricter on what we can use it on.

Water fund: We need to hire a new employee. We need to get new gas chlorine and get rid of the tablets. Need to upgrade SCADA is split with PI at \$20,000 each. Water systems

interconnection with Payson by the Wastewater Plant is about \$50,000. Fiber Buy in \$60,000 (using water reserve funds to cover).

Sewer Fund-Need to hire new employee in sewer collections. We are in need of a camera for sewer \$60,000, it is recommended to clean the lines every two years. New building (Roads, Sewer Collections) \$60,000 using reserves. Fiber buy in \$10,000 reserve funds.

Electrical Department- There was a discussion about the increase UMPA did of 5% per kilo watts hour and do we want to pass that increase on? Last year we raised the rate 1% and committed to do 1% each year to help build help funds in power. The decision was made to increase rate 5% for residential and 1% for commercial. Fiber buy in \$60,000. Bonding (combining) new power building, a new bucket truck and a new underground wire puller. As we continue to grow, we will need more equipment.

Solid Waste-Republic Services gave us a 4.4% increase 1st can up \$0.20 and 2nd up \$0.11 and up \$0.22 recycle.

PI-Rate increase 15% from resolution last year to help build up for the future. Jeff asked if we want to increase this year. Bruce Ward said let's see if they front the funding and hold off on the increase. Mayor and Council suggested to wait. SCADA Upgrade (Split with water) \$20,000. Fiber buy in \$60,000. We have two bond payments 2007 PI Bond Initial, 2020 PI Meter project. There was a discussion about changing rate to meter rate. We are needing \$100,000 for xeriscape promotion. We will continue to install meters.

Storm Drain- This fund is basically the MS4 state regulations and monitoring it.

Fiber-We will be hiring a Director this year. We should begin getting revenue. The enterprise buy in \$200,000 (the study recommended \$400,000). First bond payment will be interest only.

Motor pool-We need to hire a part time mechanic to work on our motor pool. We have someone willing to working on our vehicles. Police truck purchase was approved in a prior council to come out of this next budget.

2. AGENDA ITEM DISCUSSION

Not able to discuss agenda items due to time running out.

MEETING CONVENED AT: 7:00 p.m.

CONDUCTING: Mayor Kurt L Christensen

COUNCIL PRESENT:

Mayor Kurt L Christensen
Councilperson Sterling Rees
Councilperson Seth Sorensen
Councilperson Howard Chuntz
Councilperson Delys Snyder
Councilperson Tim De Graw

STAFF PRESENT:

Jeffrey Nielson, Finance/Recorder
Vaughn Pickell, City Attorney
Chief Brad James, Police Chief
Ted Barnett, Power
Matt Marziale, PW/Recreation
Bruce Ward, City Engineer
Steve Cox, Building Dept.
Robyn Mortensen

OTHERS PRESENT

William Burk, Kelly Peterson

1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

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

2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Councilperson Chuntz 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 not a member from the Youth Council present tonight.

4. SF/SALEM CHAMBER OF COMMERCE

There was not a member from the SF/Salem Chamber of Commerce present tonight.

5. PUBLIC HEARING
(to open)

MOTION BY: Councilperson Sorensen motion to Open the Public Hearing

SECONDED BY: Councilperson Snyder

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

a. APPROVE NEW CULINARY WATER DESIGN STANDARDS

Bruce Ward said this is to review and update our culinary water standards. The document is fairly similar to what we've had, we have re-formatted it and this will help to give design standards to developers as they build and design. If anything does not meet code it has to. As houses get bigger, we are trying to avoid meters in concrete driveways. We have created a standard for the driveway. Bruce Ward stated he met with water and public works department and we have implemented all the things we have learned over the last few years and made minor updates and made sure things are up to code with the State Standards. DRC and Planning & Zoning have recommended approval.

No Public Comment

(to close)

MOTION BY: Councilperson Snyder motion to Close the Public Hearing

SECONDED BY: Councilperson Chuntz

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

6. APPROVE ORDINANCE FOR NEW CULINARY WATER DESIGN STANDARDS

MOTION BY: Councilperson Chuntz motion to approve the Ordinance for the New Culinary Water Design Standards

SECONDED BY: Councilperson Sorensen

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

7. APPROVE WATER AGREEMENT WITH H.E. DAVIS FAMILY

Jeff Nielson stated that John Cope would like to hold off until next council and look at updating the agreement. Bruce Ward stated as long as we don't change the context in the agreement. Bruce Ward stated back in 1994 there was an agreement with the Davis family and Salem City purchased the well and there 140-acre feet water rights transferred to the city. The transfer of water happened, and this contract was approved in 2000 by city council, but we are unable to find a sign copy of the agreement. Attorney Pickell suggested to get a signed copy of the contract with current mayor and council.

8. APPROVE BID FOR COMMUNITY CENTER FURNACE/AC UNIT

Jeff Nielson stated that both furnaces at the community center have a cracked heat exchange. We received three Bids, one from Wright's \$ 19,700, Gillette \$21,411.76, Triple T \$21750.00. Jeff Nielson stated we will need to do some repairs to the roof after they remove the furnaces. We have budgeted \$18,000 this year and with a couple thousand more we can finish it.

MOTION BY: Councilperson Snyder motion to accept the bid for the Community Center Furnace/AC Unit from Wright's Air for \$19,700 for two furnaces.

SECONDED BY: Councilperson Sorensen

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

9. APPROVE MUTUAL AID AGREEMENT FOR A MOBILE FIELD FORCE TEAM

Chief James commented this agreement is the direct result of the unrest we have seen in this country. This agreement allows Utah & Wasatch agencies to support each other within the operational area during civil unrest to protect life and property when the event is beyond the capabilities of the affected entity. This agreement supports the mechanism for an immediate response to the requesting agency. Councilperson Rees asked about the cost. Chief James stated that ever year there will be a cost based on the need to replace or update equipment where the costs will be split by the participating agencies. Councilperson De Graw asked if we had officer on the team. Chief James stated that two of our officers have went through the specialized training, but they have not been able to join the force due to the needs in our city. Councilperson De Graw asked is their concerns about sending officers or do we have strict policies? Chief James said every agencies policy is similar. Councilperson De Graw asked if we are indemnified from any action of an officer from a different agency? Attorney Pickell said we are liable for our officers.

MOTION BY: Councilperson De Graw motion to approve the Mutual Aid Agreement for a Mobile Field Force Team

SECONDED BY: Councilperson Chuntz

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

10. APPROVE TENTATIVE BUDGET FOR FISCAL YEAR 2022

Jeff Nielson stated if they have any questions about the budget to let him know and Jeff mentioned we will have a public hearing on the budget next council.

MOTION BY: Councilperson Rees motion to approve tentative budget for Fiscal Year 2022

SECONDED BY: Councilperson Sorensen

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

11. APPROVE RESOLUTION APPOINTING CITY MANAGER & APPROVING MANAGER CONTRACT

Councilperson Chuntz asked if we approved the change in the ordinance and Attorney Pickell said yes at a prior meeting. Mayor Christensen stated he would like to appoint Bruce Ward as the City Manager.

MOTION BY: Councilperson Chuntz motion to approve resolution appointing City Manager Bruce Ward and approving the manager contract.

SECONDED BY: Councilperson Sorensen

VOTE: Mayor Christensen; Aye, Councilperson Tim De Graw; Aye, Councilperson Howard Chuntz; Aye, Councilperson Sterling Rees; Aye, Councilperson Delys Snyder; Aye, Councilperson Seth Sorensen; Aye, (6 Ayes)

12. APPROVE MINUTES OF MAY 5, 2021

Need to make the change that Councilperson Rees was conducting the meeting and in council reports need to put that Councilperson Sorensen was excused from the meeting. It was requested that on line 199 & 200 to have it read as Kelly Swenson said about the property entering into a contract and was concerned about the property being sold and not knowing about it.

MOTION BY: Councilperson Snyder motion to accept the minutes of May 5, 2021 with the changes requested.

SECONDED BY: Councilperson Chuntz

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

13. APPROVE BILLS FOR PAYMENT

AMOUNT: \$518,687.79

MOTION BY: Councilperson Sorensen motion to approve the bills for payment in the sum of \$518,687.79.

SECONDED BY: Councilperson De Graw

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

14. CHIEF BRAD JAMES, PUBLIC SAFETY DIRECTOR

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

15. STEVE COX, BUILDING OFFICIAL DIRECTOR

Steve Cox stated we had 44 new dwelling building permits by this time last year and this year we are at 87 permits. We currently have 44 permits waiting for payment and Jack Williams will be coming in tomorrow to pay for 28 of those permits.

16. ATTORNEY VAUGHN PICKELL

Attorney Pickell commented we will be having a SESD settlement meeting on June 11, 2021. Attorney Pickell did not know the time or location of the meeting.

17. JEFFREY NIELSON, CITY FINANCE DIRECTOR/CITY RECORDER

Jeff Nielson stated he sent out the April budget and asked the Mayor and Council to look it over. Jeff commented the funds looking well.

18. MATT MARZIALE, RECREATION/PUBLIC WORKS DIRECTOR

Matt Marziale stated his staff report is on sheeting and insulation for Road's building. Matt commented we got 3 bids. Advance \$38,400.00, Dawson Development LLC \$46,000, and High Elevation Erectors \$118,780.00 (includes skeleton) Matt stated James would like to go with Advance and it is the lowest bid. Matt Marziale asked for approval to award the bid.

Jeff Nielson stated the money is in the budget we also had \$89,000 left over in capital improvements and we set it aside for this building.

Matt Marziale commented the PI installation crew is running into issues. We had two guys lined up to hire, but we are having issues getting meters. We have taken this gentleman into other departments. Year to date they have installed 54 new home meters. They have installed 108 and we have 36 on our shelf. The next shipment is expected to be delivered in September. Wade Reynolds contacted three suppliers, and all said none of the meters they have match up to our system. They suggested to stay with meter we are using because it is the best meter you can buy. We have 95 ordered arriving in September. Jeff Nielson said we need to get same meter, so it does not mess with our meter reading system. Mayor Christensen asked if we could put the box in? Matt Marziale stated we try to reuse the box they have, but half need a new box. Councilperson Chuntz said we should have them continue to work on the boxes. Councilperson Chuntz is concerned about our plan to have the pressurized irrigation up and running by March and then we were going to have a year delay, so the residents knew how much water they are using before we started charging them. Councilperson Chuntz stated if the meters are delayed, we cannot afford the year of not charging because we have to pay the bond. Jeff Nielson stated we will skip the year of no payment and go right to charging for water usage. Jeff Nielson stated the residents that already have a meter will start seeing the usage amount on there bill, but not get charged yet. Mayor Christensen asked can we keep the crew busy with the boxes? Matt said he will have a discussion with supervisors and figure that out. Matt will report in two weeks what he finds out. Mayor Christensen asked if we have enough boxes to install and Matt Marziale said yes.

19. TED BARNETT, ELECTRICAL DIRECTOR

Ted Barnett did not have anything to add to tonight's meeting.

20. BRUCE WARD, ENGINEERING

Bruce Ward thanked the mayor and council for their vote of confidence. Bruce commented Salem is changing and it is a privilege to work here with a great staff. Councilperson Rees asked if appointing Bruce Ward as the City Manager, would it change the process of the council meeting and the Mayor said no.

21. JOHN BOWCUTT, FIBER

John Bowcutt commented he thought he would hook up his first connection in May but one of the pieces he needs is a termination piece and John was told it would take 10 weeks to get here, but that 10 weeks has come and gone and now they say the termination pieces should arrive in August. John commented we need 18 pieces to install the first node. John Bowcutt said the fiber department will need another vehicle to make service calls. He does not want to use bucket truck for service calls. John requested a 1-ton diesel pickup so it can pull the

boring trailer. It is a 4x4 crew cab truck with a standard bed. Bond money would pay for the truck. John Bowcutt just wanted the Mayor and Council to be aware of the purchase. Mayor and council agreed to move forward with the purchase of the truck.

COUNCIL REPORTS

22. MAYOR CHRISTENSEN

Mayor Christensen stated the Miss Salem Pageant will have eleven contestant this year. The Pageant will be the first part of June.

23. COUNCILPERSON STERLING REES

Councilperson Rees said the Memorial Day program will be one the 31st at 8am Miss Salem and her attendants will sing the nation anthem. Jeff Burton will be our guest speaker. Terry Ficklin will do the sound system and American Legions will be there to handle the Flag Ceremony.

24. COUNCILPERSON SETH SORENSEN

Summer recreation programs going again. We have added teams in a lot of the levels. The opening day was great success.

25. COUNCILPERSON HOWARD CHUNTZ

Councilperson Chuntz did not have anything to add to tonight's meeting.

26. COUNCILPERSON DELYS SNYDER

Councilperson Snyder stated the Library is celebrating 20 years on June 14th.

27. COUNCILPERSON TIM DE GRAW

Councilperson De Graw stated they received a lot of application for the youth council, and we will have 19 returning youth council members. Sewer plant continues to run well and is at or below permit requirements. The May sewer projects are maintenance. Councilperson De Graw stated he is still working on a proposal for a health and wellness committee. This committee will help to get community involved in their health and wellbeing. Councilperson De Graw is trying to work with schools and churches to get them involved with health and wellness. Councilperson De Graw commented he has been trying to help Dr. Nielson on his annexation for his charity building.

ADJOURN CITY COUNCIL MEETING

MOTION BY: Councilperson Sorensen motion to adjourn the City Council Meeting

SECONDED BY: Councilperson Chuntz

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

MEETING ADJOURNED AT: 8:11pm

Jeffrey Nielson, City Recorder