



Due to COVID-19 Council meeting will also be held electronically. If you would like to participate, please call the city offices (801-423-2770) or email ([salemcity@salemcity.org](mailto:salemcity@salemcity.org)) **before 5:00 p.m. on Wednesday, September 1st to get more information.**

DATE: September 1, 2021 (City Council Chamber 30 West 100 South)  
6:00 p.m. WORK SESSION  
1. 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. Citizen Request-Jake Black-Consideration adding new street cross section to city standards
6. Decision: United States Bureau Reclamation License Agreement for Loafer Bridge
7. Decision: Cooperative Agreement with Utah Department of Transportation
8. Decision: Emergency Services/Off-line medical director service agreement for agency Ambulance department with Dr. Mark N. Bair
9. Decision: Salem City Emergency Management Plan
10. Decision: Repair on Sterling Vac Truck for Sewer
11. Decision: Minutes of August 18, 2021
12. Decision: Minutes of August 24, 2021
13. Decision: 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, Manager/Engineering
21. John Bowcut, Fiber Director

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 online at [saalemcity.org](http://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.

Minutes of the Salem City Council Meeting held on September 1, 2021 in the Salem City Council Chambers.

**Work Session:** 6:00pm

## **1. AGENDA ITEM DISCUSSION**

Lt. Greg Gurney spoke to the mayor and council about the emergency operations plan. A lot of cities he has talked with have hired an emergency management employee. We cannot pull information from other cities, or combine plans due to the differences each city has. Greg stated this is a specific plan for our specific needs in our city that will include flooding, canals, the pond, etc. This person would come in and meet with the city department heads to go over items such as water supply and infrastructure and then develop a plan for safety in each department, planning for the obvious hazards. The cost to create this plan will be about 15 thousand dollars. Greg is asking the councils opinion and what road they would like to take. Mayor Christensen asked if we have this in our budget, but because this is being pushed on us by the state, we did not plan for it or add it in the budget so we will have to pull from reserve out of the general fund to cover the cost. Once we have the plan in place we will work through the county and then federal to get reimbursed. The council feels good about the cost and wants to move forward. Greg mentioned Provo city is into this project about a half a million dollars so our cost is a lot better. We will improve and update this plan every five years. Part of the law says we have to have a designated person as an emergency manager and Mayor Christensen has chosen Greg Gurney to be that person. The council chose to hire somebody with a contract, which will be Kelly Johnson.

Chief James talked about the mock emergency training they did and asked if they can come for next council to show a video and talk about all that they do. The council agreed to have them come.

Bruce Ward talked about the Utah Bureau of Reclamation and the agreement we need to sign to let the bridge start. If everything goes as scheduled the bridge will go up in October. Depending on the requirements of the bill, we will apply for refunding if possible. This is basically a loan that we and other developers will pay back with impact fees. The cost estimate of the bridge is 1.2 million which includes some road construction and all utilities. This will be the third time we've done this so it is possible and by partnering with highline canal to do the work, it is very fast and beneficial.

Our ambulance needs a medical director to sign off for us to keep our license. This person just needs to sign saying they will be our medical director and the cost is \$1,500.00 yearly. We have chosen Dr. Bair to be our medical director.

Councilperson Howard Chuntz had a discussion with the council about the master plan development with DR Horton. He feels the city should get a certain amount of money if they want higher density. Everyone wants max density, but what are they willing to do for it? We aren't after money, but instead want more amenities.

**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 DeGraw

**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.  
Brylie Haveron

**OTHERS PRESENT**

Jake Black, Shaun Athey, William Burk, Jason Stewart, Vienna Simonsen, Emilee Guest,  
Andrew Ottesen, Walt Adams, Jan Ward, Kelly Peterson

**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**

Councilperson Howard 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 REPORT**

Emilee Guest and Vienna Simonsen came and said they enjoyed working for Salem Days and were grateful to be involved. They felt it was a huge success. For their project this month they will go to a care facility in Payson and talk to the residents, and do some activities. They are also getting ready for the Halloween activity.

**4. SF/SALEM CHAMBER OF COMMERCE**

Heather on the second they will have their business of the month at ryan mortgage company they will have a network...on the 16<sup>th</sup> outside at the county...on the 18<sup>th</sup> they will sponsor pumpkins for...the farmers market is still going at the new location further down center street 5 or 6 blocks it's a better location with better parking and a wider path for everyone to walk on and will run until the end of October. They are in the process of the board voting. We are also in October sponsoring a south county...summit. They have a few speakers lined up. They are working to do a meet the candidates night. Possibly October 12<sup>th</sup>.

Heather with the chamber of commerce was on zoom and said they will have their business of the month at Ryan Mortgage Company on the second and on the 18<sup>th</sup> they will sponsor pumpkins. The farmers market is still going at the new location further down Center Street by five or six blocks. It's a better location with better parking and a wider path for everyone to walk on and will go until the end of October. They are in the process of board voting. They are working on doing a meet the candidates night and are thinking October 12<sup>th</sup>.

Councilperson Tim De Graw asks if he can expect someone to represent the chamber of commerce more frequently. Heather says she will be representing and hopes to come to at least one council meeting every month.

#### **5. CITIZEN REQUEST-JAKE BLACK-CONSIDERATION ADDING NEW STREET CROSS SECTION TO CITY STANDARDS**

Jake Black is with northern engineering and has a concern with a public street cross section. The current city standards have a 66 foot local street and requires an 8 foot planter strip. He showed a visual of what that looks like, and also showed what he would like to do. If they eliminate the planter strip it reduces the amount of concrete and leaves room for only one vehicle to park. He just hopes the council can have staff look at this and find a solution for this project and others to come, so they look better.

Bruce Ward went around the city to look at this. Our standard is the 8' and generally speaking, other cities it is 5' or smaller. We can't make any decisions tonight but can have them bring this back at a later time if wanted. The homes would come forward and that 8' would go in the backyard and allow more landscaping and yard. Mayor Christensen asked about runoff since usually it goes into planter boxes, what happens without them? Bruce answered saying with townhomes the water isn't a huge issue.

The council asked staff to look into it.

#### **6. DECISION: UNITED STATES BUREAU RECLAMATION LICENSE AGREEMENT FOR LOAFER BRIDGE**

We have signed this before and need to again to start work on the bridge. We are hoping to start in October.

**MOTION BY:** Councilperson Sterling Rees to Approve United States Bureau Reclamation License Agreement for Loafer Bridge

**SECONDED BY:** Councilperson Seth Sorensen

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

**7. DECISION: COOPERATIVE AGREEMENT WITH UTAH DEPARTMENT OF TRANSPORTATION**

Attorney Vaughn stated that this agreement says that UDOT maintains some equipment and cross walks and have the opportunity to come salvage the items if they are no longer needed by the city.

**MOTION BY:** Councilperson Delys Snyder to Approve the Cooperative Agreement with Utah Department of Transportation

**SECONDED BY:** Councilperson Howard Chuntz

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

**8. DECISION: EMERGENCY SERVICES/OFF-LINE MEDICAL DIRECTOR SERVICE AGREEMENT FOR AGENCY AMBULANCE DEPARTMENT WITH DR. MARK N. BAIR**

Our ambulance needs a medical director to sign off for us to keep our license. This person just needs to sign saying they will be our medical director and the cost is \$1,500.00 yearly. We have chosen Dr. Bair to be our medical director.

**MOTION BY:** Councilperson Seth Sorensen to Approve Emergency Services/Off-line Medical Director Service Agreement for Agency Ambulance Department with Dr. Mark N. Bair

**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: SALEM CITY EMERGENCY MANAGEMENT PLAN**

We spoke about this in work session and the city just needs an emergency management plan in place. We decided to hire Kelly Johnson with a contract to complete this plan for us. The state is requiring us to do this.

**MOTION BY:** Councilperson Howard Chuntz to Accept Salem City Emergency Management Plan for the Cost of Approx. \$1,500.00

**SECONDED BY:** Councilperson Seth Sorensen

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

**10. DECISION: REPAIR ON STERLING VAC TRUCK FOR SEWER**

Matt Marziale mentioned the need for the repair on the 2006 vac truck that we purchased 14 years ago. We bought a second vac truck about a year ago for the PI install and fiber department. James Thomas and Matt both agree that it is important we get this fixed due to how much it is needed between the city departments. The motor and transmission still run great, it is just the vacuum that needs to be fixed. The cost for this will be around 57-62 thousand but it is still cheaper than buying a new one, and we know what this truck has had done to it so it's smarter to keep ours and fix it, rather than spend more to buy a new one and not know what we are getting. Councilperson Tim De Graw asks how often we should expect maintenance. Matt said typically every 12 years, but we have had ours for 14. Jeff Nielson said the reserves out of sewer fund will pay for this. We also have money in the unreserved for sewer. Bruce Ward said since the need for it is huge in each department, why don't we split the cost for it between all the departments that use it. The council agreed on splitting it between PI, Fiber, Power, Water, and whoever else uses it. Matt recommended not taking a ton out of PI's budget for this, since they paid for the new vac truck last year.

**MOTION BY:** Councilperson Delys Snyder to Repair Vac Truck and Split it between the Departments that use it

**SECONDED BY:** Councilperson Howard Chuntz

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

**11. DECISION: MINUTES OF AUGUST 18, 2021 AND MINUTES OF AUGUST 24, 2021**

There weren't any questions on the minutes of August 18, 2021 or the minutes of August 24, 2021.

**MOTION BY:** Councilperson Seth Sorensen to Approve Minutes of August 18, 2021 and Minutes of August 24, 2021

**SECONDED BY:** Councilperson Sterling Rees

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



## **12. DECISION: BILLS FOR PAYMENT**

**AMOUNT: \$2,089,247.26**

**MOTION BY:** Councilperson Delys Snyder to Approve the Bills for Payment in the Sum of \$2,089,247.26

**SECONDED BY:** Councilperson Howard Chuntz

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

## **13. CHIEF BRAD JAMES, PUBLIC SAFETY DIRECTOR**

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

## **14. STEVE COX, BUILDING OFFICIAL DIRECTOR**

Steve Cox did not have anything to add to tonight's meeting, but Mayor Christensen asked how many building permits we've had in the last two weeks and Steve said we have about 21 waiting to be paid, and have had 8 or 9 that have paid.

## **15. ATTORNEY VAUGHN PICKELL**

With the upcoming vacancy on the council which will start in 30 days, we need to adopt a procedure and rules. We need a letter from councilperson Howard Chuntz saying he is resigning on October 15<sup>th</sup>. We need notice, interviews in person, applicants, etc.

## **16. JEFFREY NIELSON, CITY FINANCE DIRECTOR/CITY RECORDER**

Jeff Nielson stated we will hold the meet the candidate night on October 12<sup>th</sup> which is a Tuesday night. This seemed to be the best night for everyone to be available.

Jeff emailed out the budget for July and said to look it over.

Jeff reported for John Bowcut on fiber and said our first customers are going live today in the Agular node. We did have a few complaints from testers regarding speed but it is due to their routers. John has a good system setup and is meeting with the office staff tomorrow to go through everything and train us on what we need to do to sign residents up.

We are not going live with the Wi-Fi option yet, we are unable to get the parts due to COVID but as soon as we receive them, everything is ready to go and we can go live.

## **17. MATT MARZIALE, RECREATION/PUBLIC WORKS DIRECTOR**

Matt Marziale did not have anything to add to tonight's meeting.

**18. TED BARNETT, ELECTRICAL DIRECTOR**

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

**19. BRUCE WARD, ENGINEERING**

Bruce Ward stated that the canal will be shutting down on September 30<sup>th</sup> this year. We have the option to pump the wells into the pond if we want to keep it on but we prefer not to do that. Residents should not put in their yards around this time because they will not be able to water lawns.

Bruce is preparing three applications for the CARES act money. There are restrictions on what we can use it for but two of the options are water meter replacements or fiber optics. It will have to be submitted on the 15<sup>th</sup> of this month, prior to next council.

**COUNCIL REPORTS**

**20. MAYOR KURT CHRISTENSEN**

Mayor Christensen stated we had a good summer picnic with the employees a couple weeks ago and were able to recognize the employees that have worked here for 5, 10, and 30+ years.

**21. COUNCILPERSON STERLING REES**

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

**22. COUNCILPERSON SETH SORENSEN**

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

**23. COUNCILPERSON HOWARD CHUNTZ**

Councilperson Howard Chuntz reported on the PI meter project.

**24. COUNCILPERSON DELYS SNYDER**

Councilperson Delys Snyder reported that we have about 50 seniors for lunches. She suggests we think about having a shuttle bus in the future to help get people to senior lunches. The shuttles she's referring to hold about 10-12 people. United way sells used ones, and you don't have to have a special license for these like you would for a bus.

Councilperson Delys Snyder wants to bring more attention to our physical health in the city. She stated we don't have a lot of options for women but is wondering what we can do to encourage people's health. Delys wants to include women in more activities. Citizens are welcome to make recommendation or point out what we are lacking for health and wellness.

**25. COUNCILPERSON TIM DE GRAW**

Councilperson Tim De Graw did not have anything to add to tonight's meeting.

**ADJOURN CITY COUNCIL MEETING**

**MOTION BY:** Councilperson Seth Sorensen to Adjourn City Council Meeting

**SECONDED BY:** Councilperson Howard Chuntz

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

**MEETING ADJOURNED AT:** 7:52pm

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Jeffrey Nielson, City Recorder