

Minutes of the Salem City Council Meeting held on November 4, 2020 in the Salem City Council Chambers.

Work Session: 6:00 p.m.

1. AGENDA ITEM DISCUSSION

LIBRARY REPORT

Kerry Burnham, Salem City Librarian, introduced Rachel Anderson as the New Chair of the Library Board. Rachel Anderson is here to present statistics for the library. Rachel handed out the benchmarks documentation from Utah State Library to each of the council. These are certain category's that the Utah State Library set as a standard for the libraries in Utah. Rachel Anderson stated we do well for what we have. She stated we have an awesome library staff. All stats she quoted are from Previous Fiscal Year. First, benchmark is library visits we had 37,900 visits to the library, she felt that was a low stat. Second, Circulation of physical materials we do very well with this, and we reported 87,764 items that were checked out. Third, circulation of electronic materials, we exceed that benchmark with a very high percentage. Fourth, Turnover rate of physical materials is above 70 % on benchmark levels at 4.51. Fifth, turnover rate of electronic materials is at 0.17 that is about average. Sixth, Internet terminal users is average. Seventh, WIFI users we didn't have WIFI users. Eighth, attendance to programs here we are at about 50 % and Rachel wanted to address the importance of the programs that they provide. The programs help to draw people into the Library. We recently had one that program that over 500 people signed up and that exceed our capacity at the library. One of the suggestions Rachel had received previously was holding the programs at the Community Center, which is a great option, but the point is to get them into the library. We want them to be introduced to the library and see our facilities. Rachel stated the physical materials are still highly preferred. Salem library doesn't have a lot of variety of materials for people. She stated we need more space to offer more options. We need more access to reading materials. Rachel asked the Mayor and Council what is going on with a new library and what are the plans moving forward for the library. Mayor Christensen stated the library is doing a great job and we have been looking for land. Mayor explained all the current issues we are having regarding the building process. He commented things are expensive and it's a bad time to get bids because prices are high. Rachel Anderson stated she doesn't hear or see any plans. She stated she wants to know how we are moving forward. Mayor Christensen said we haven't thought of that, but we currently own some property behind Stokes. Rachel said our kids are growing up now and we need the library now. Money has been put aside ever budget year to build a new library. Rachel asked about taxes and has anything been presented to the citizens. Mayor Christensen said no but a survey can be done. Councilperson Sorensen issue we will run into is we don't want to over run our taxes on citizens. We have done a great job putting money aside for the library and we must bond a lot for these projects. The Library wouldn't be any different. Councilperson Sorensen said if it's that big of an issue we may have to put it out to vote and the downside to doing a vote is if it gets voted down, it won't be get done. We are better off continuing to put money away for the project. Yes, we are undersized we want to keep the public support, but we must go about it the correct way. Councilperson Sorensen said we are doing our best putting away 100,000 a year. Councilperson Chuntz stated one idea that has been presented is we have property behind stokes which that will be for Fire and

ambulance and possibly city office, so the current city office building could potentially be the library. Mayor Christensen asked Rachel to present the council with a plan and they are happy to listen to them. Rachel Anderson would like an informal survey sent out asking citizens if they would pay \$50 per taxpayer or household. Councilperson Snyder says Spanish Fork has an advantage over us because of more citizens and tax revenue. Councilperson De Graw asked how many members are on the library board and Rachel Anderson stated 9. Councilperson De Graw asked Rachel to have the Board dig a little deeper and see how other cities are funding their libraries. Councilperson De Graw said the library plays a role in many different capacities. We don't value other departments over the library, we are just dealing with things that are more critical. Councilperson De Graw asked Rachel to come up with a 3-5yr plan. Mayor Christensen asked if they see something that can help to let us know about it. Councilperson Snyder commented that Spanish Fork pays an average \$46 a year per household. Mayor and Council are willing to help come up with a plan.

COUNCIL AGENDA ITEM DISCUSSION

Cole Park

Matt Marziale stated he is working on finalizing the bids. We gave 3 weeks for the bidding process and we received 9 bids. This bidding process consist of utilities, concrete and asphalt improvements. Projected best bid was from Landmark Landscape. Matt and Bruce Ward met with Landmark Landscape and Matt stated Wyatt from Landmark is here tonight. Matt felt they were very knowledgeable, and we liked their price on the bid. Matt is asking the council to approve the bid from Landmark Landscape. Matt went over the details of all the bids we received. Matt highlighted the 3 lowest bids, Kenny Seng \$692,520.80, JR Scaping 707,159.50 and Landmark Landscape 676,889.20. With this bid it will get us the improvements on 300 west roads, curb cutter, storm drain and sidewalk along our property. The parking lot is part of this bid. The bid brings sewer, pressurized irrigation, culinary water and electrical. Matt stated this project is 100% funded by park impact fees. Currently we have 1.2 million dollars in account and Matt stated the final price is around 2.2 Million and the funds we have should get us pretty far in the project. Second, Matt Marziale is also asking to approve the Pavilion at Cole Park. He is requesting \$48,927 which includes pavilion, installation and picnic tables. After the pavilion is build, we will still need to do sprinklers and hydro seed which will cost us around \$15,000. That leaves us at a good financial number. Matt also plans on sometime in March to get bids for the pickle ball courts. Matt commented if the economy doesn't change, then that project should cost around \$120,000. We are making great progress and Landmark is ready to go.

Councilperson Rees asked were Landmark Landscape is from and Matt responded from Salt Lake. Wyatt from Landmark also commented they are in Alpine too. Mayor Christensen asked if the roads are done and utilities in? Matt said earthwork is done other than Keny Seng needs to correct some issues and then Landmark will take it from there and start with utilities. Councilperson De Graw asked when will the project be done. Matt stated hopefully by the end of next fall. Matt asked the council to consider a contingency fund in awarding this bid. Giving Bruce Ward and Matt Marziale a contingency fund. Bruce Ward said we always have things that come up. Mayor Christensen said it would need to be approved through Councilperson Sorensen. Councilperson Snyder asked is the design going to be as it

was designed. Matt commented everything but the parking lot until the Cole Family decides they want to develop.

Power building

Ted Barnett said when the bids come in for the Power Building, they had almost doubled.

Ted commented it would be wise to put it on hold for 90-days and then reevaluate.

Councilperson Rees said that would put you right in the middle of winter and Ted said if we wait until spring prices may come down. Ted would like to come back with a detailed plan and schedule and postpone it for 90 days to get cost and outline. Bruce Ward says this will also involve fiber and we need to understand what we are really building. Ted commented that James is starting the dirt work on his building next week and depending on how long it takes, they could come up and help us. Ted wants to hold off and have a better plan of attack. Ted said the Arrowhead station needs to be up and running. Mayor Christensen asked about the materials for the Arrowhead station. Ted said they have the transformers sitting there and regulators are set. Jeff Nielson said the transformer was bought in 2007. Ted said the transformer is bigger and it can handle more load. Mayor Christensen asked Ted when he thinks the substation will be done. Ted commented hopefully before July 2021. Mayor Christensen asked are you working on it a little bit at a time. Ted said yes and now we just need the final step. Councilperson Chuntz asked about the cost to bring online and Ted estimated \$250-\$300 thousand. Jeff Nielson commented 80% will come out of impact fees and the rest will come out of the electrical fund. Ted Barnett said the work can be done by our guys and that will knock the cost down. Mayor Christensen asked for a list to get better idea on this job. Councilperson Snyder asked is the higher priority the substation instead of the power building and Ted Barnett said yes. Councilperson De Graw asked if Ted has a 3yr or 5yr plan. Ted Barnett that's what he is getting at and said he wants to do it right. Councilperson De Graw asked how long will this building last you and Ted said 20+ years.

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 (zoom)
Chief Brad James, Police Chief
Ted Barnett, Power
Matt Marziale, PW/Recreation
Bruce Ward, City Engineer
Steve Cox, Building Dept.
Kerry Burnham, Librarian
Robyn Mortensen

OTHERS PRESENT

Dean Ingram, George Rasband, Rachel Anderson

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 Sorensen 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

Councilperson De Graw commented that the Youth Council is having meetings again and said they did an excellent job with the Senior Dinner and Goosebumps Gala. The Youth Council will be helping with Pond Town Christmas lighting.

4. SF/SALEM CHAMBER REPORT

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

**5. CITIZEN REQUEST- DANIEL HERZOG
-TEXT AMENDMENT CITY CODE TITLE 14**

Dean Ingram in person and Daniel Herzog via zoom

They are here to discuss the averaging of lots when designing subdivisions. Dean Ingram said it's nice to have ability to design lots. It gives the developer a better idea on what they can get in the subdivision. Dean Ingram asked if we have any question. Mayor Christensen asked Bruce Ward what he thinks about it and Bruce stated he thinks it's a great idea and it gives the ability to adjust the sizes. Councilperson Snyder asked what's the downside? Bruce Ward didn't see anything and asked Attorney Pickell what he thought and Attorney Pickell responded not a significant downside. They must have minimum acreage to meet standard. Dean commented you would still get same amount of lots some are smaller, and some are larger. Councilperson Rees asked how much we are going to allow in change. Dean Ingram said a 15,000 sq ft smallest we could do is 12,000 sq. ft and a 12,000 the lowest it could go is 10,000 sq. ft. and so on with other zones. Bruce Ward said we must set some limits.

Councilperson Chuntz said the density can't change. Attorney Pickell said density is set and you multiply that by the number of acres you have. Dean commented you can make minor adjustments, and this is good when you have a unique property that is not perfectly square.

Councilperson Chuntz maybe we can put a cap not only on how much smaller they can make lots but how much larger they can go; we would want to cap on both ends.

Councilperson Rees asked if it's already zoned that way. Dean Ingram said it will still fit within your general plan. Councilperson Sorensen thinks it will slow down the number of zone change requests. Bruce Ward said this is worth looking into it. Planning and zoning will bring it back to council with something they like. The council felt that would be good to see what Planning and Zoning recommended along with staff.

6. APPROVE BIDS FOR COLE PARK IMPROVEMENTS

Matt Marizale stated we received 9 bids for Cole Park, and we feel great about the low bid and feel good about the contractor and their ability to do the work. He would like to ask for approval so they can move forward and consider a contingency fund for additional needs as they arise. Bruce Ward said it would be good to set a number and asked for a number up to \$750,000. Mayor Christensen asked for \$676,000 up to \$750,000. Matt commented he looked at other projects that Landmark has been doing on. Matt said the interview with Landmark was great and he will reach out to other Municipalities to make sure Landmark is good. Councilperson Rees asked if Matt isn't happy with it can we get out. Matt said if we are not happy with the Company then we won't award the bid. Matt said would need to prepare an offer letter and Landmark won't move forward without the offer letter. Matt said the Company is very knowledgeable. Bruce Ward said they have been in business for 17 years and the majority of work they do is for municipalities.

MOTION BY: Councilperson De Graw motion to approve the Cole Park improvements specifically Landmark Landscapes bid \$676,889.20 with a \$50,000 contingency for change orders. Contingency must be approved through Councilperson Sorensen.

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)

7. APPROVE PURCHASE FOR PAVILION AT COLE PARK

Pavilion is planned and designed for this park. The bid for \$48,927.00 also includes an \$8,800 fee to erect the Pavilion. Matt said the two things not included in bid is concrete footings and our crew will put that in and the flatwork is not involved with construction. Mayor Christensen asked is the electrical included Matt said yes, it is included in packages, but Ted and his crew will do the final touch ups.

MOTION BY: Councilperson Sorensen motion to approve bid for Smith Steel Works for the Pavilion in the amount of \$48,927.00

SECONDED BY: Councilperson Rees

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

8. POWER DEPARTMENT BUILDING CONSTRUCTION

Ted commented after going through bids he would like to put the Power building on hold for 90 days to get a better idea and a detailed outline what it will look like from start to finish.

MOTION BY: Councilperson De Graw motion to table the Power building until Ted is ready

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)

9. APPROVE PURCHASE OF POLICE VEHICLE

Chief James said the building department needs a vehicle and asked if he had one. Chief James said he has one that is a position to be rotated out. We can rotate out to another department. Chief James has found a new truck. The state price is \$37,442.36. Chief James said this not a budgeted item, so it will need to be a part of the budget when we reopen it to include this truck. We will be sending the older police truck to the building department. Chief James asked to move forward with the purchase of the truck and then next council put in the budget and move forward with the approval. Mayor Christensen liked that the Chief asked to shuffle vehicles. Councilperson Snyder asked how we are paying for this and Jeff Nielson said we amend the budget coming up and the rest from the General Fund.

MOTION BY: Councilperson Sorensen motion to Approve the purchase of Police Vehicle

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)

10. APPROVE PURCHASE AGREEMENT FOR LAND FOR PI POND

Agreement to purchase property for Pressured Irrigation Pond from the Morrel Family, on the east side of Woodland Hills drive (across from Salem Park Subdivision). Mayor Christensen felt we didn't have an option, but this is worth it. Councilperson Snyder asked how we will pay for this property. Jeff Nielson said we have \$628,000 in reserve balance and we have used \$270,000 for meter PI bond. He stated to purchase the new property, it is \$446,250 and we raised the pressured irrigation rate and that will give us a little extra money. Mayor Christensen said we will purchase and wait until we are ready to build the pond.

MOTION BY: Councilperson Snyder motion to approve the purchase agreement for the land for the PI Pond

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 EMPLOYEE COVID-19 TEMPORARY REGULATIONS

Chief James stated we adopted an emergency declaration due to Coronavirus. It gave the Mayor and staff authorization to seek financial health care and financial assistants from the State and Federal levels. A part of that we adopted temporary regulations as far as self-quarantining or having Covid-19. Chief is asking to consider adopting new temporary regulations. Councilperson Sorensen commented this is a safeguard policy, so employees don't feel like they have to come to work when they're sick. Councilperson Sorensen thinks it's a great idea. Mayor Christensen said we built in a part that we don't want it abused or they won't get funding. Mayor and Council all believe it's a good idea. Chief James did mention that we put an expiration date as of the end of February and we may have to look at this again.

MOTION BY: Councilperson Sorensen motion to Approve the Employee Covid-19 Temporary Regulations

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)

12. APPROVE MINUTES OF October 21, 2020

MOTION BY: Councilperson Chuntz motion to Approve Minutes of October 21, 2020

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)

13. APPROVE BILLS FOR PAYMENT

AMOUNT: \$794,814.06

MOTION BY: Councilperson Sorensen motion to Approve bills for payment for the sum of \$794,814.06

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)

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 did not have anything to add to tonight's meeting

16. ATTORNEY VAUGHN PICKELL

Attorney Pickell regarding the SESD lawsuit they are opening settlement negotiations. We are trying to schedule a time. Attorney Pickell is encouraged and the main thing is to hire an appraiser. Mayor Christensen asked who started the negotiations. Attorney Pickell stated initially SESD and we are willing to meet with them. Councilperson Rees asked does that apply to everything within city limits and how does that affect our annexation area we have. Attorney Pickell thinks it would apply to everything and it would depend on what we can work out and commented it's hard to guess. Mayor Christensen asked are we still going to court over motions. Attorney Pickell stated yes. Mayor Christensen also asked if we were done presenting the case. Attorney Pickell said yes we had our final hearing the end of October.

17. JEFFREY NIELSON, CITY FINANCE DIRECTOR/CITY RECORDER

Jeff Nielson stated the Fiber Bond is going to market and asked if anyone was interested in participating and said we can do it on Microsoft Teams or here at the city office. Jeff said we started process on closing on bond and getting John some money. Jeff stated the Audit is completed and the auditors will present to the council at one of the next Council meetings.

18. MATT MARZIALE, RECREATION/PUBLIC WORKS DIRECTOR

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

19. TED BARNETT, ELECTRICAL DIRECTOR

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

20. BRUCE WARD, ENGINEERING

Bruce did not have anything to add to tonight's meeting.

Councilperson Chuntz asked Bruce Ward if we made any progress on hiring a second crew for PI installation. Bruce didn't have an answer. Bruce commented that Matt and Wade were assigned to investigate getting a second crew to install PI meters.

21. SALEM FIBER-JOHN BOWCUTT

John Bowcutt said we are starting to get remodel bids back on his building and the bids should come within the budget. John said we are looking to purchase a Roding trailer and get that on the agenda. John mentioned we are looking to buy one from Spanish Fork City. Mayor Christensen asked what a Roding trailer was, and John explained it has a fiber glass rod that runs down through the conduit. John said we offered the Plant Supervisor position today and applicant accepted the offer. John said he is a great guy and John is happy to have him. The Fiber Tech position is now open. Construction has not started due to construction crew being quarantined because of Covid-19. John said we have made progress with the website should go public soon. You can go look at the website at fiber.salemcity.org

COUNCIL REPORTS

22. MAYOR KURT CHRISTENSEN

Mayor Christensen reported that Wyatt Cloward is doing great with his exams and progressing as a building inspector.

23. COUNCILPERSON STERLING REES

Councilperson Rees said we had the UMP board meeting last week. UMP will be starting on the solar project and is leasing land from Spanish Fork city just north of Lowe's.

24. COUNCILPERSON SETH SORENSEN

Councilperson Sorensen stated they are moving to the indoor sports so far things are going well. All the parks are winterized. Parks crew is starting to build on rodeo grounds. Green waste ends this Saturday November 7 and then we will place a trailer at the Recreation Center for bags of leaves.

25. COUNCILPERSON HOWARD CHUNTZ

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

26. COUNCILPERSON DELYS SNYDER

Councilperson Snyder thanked everyone for helping with Senior dinner and said they had a great turn out. She also said the Goosebumps Gala was great. Councilperson Sorensen said it was our best turn out to the Halloween activity.

27. COUNCILPERSON TIM DEGRAW

Covid-19 committee has recommendations for the Pond Town Lighting. We don't want to congregate like we have in the past. Recommend outside activity and no orchestra. We will not have a program. Youth council will be handing out hot coca and donuts. There will be a designated route in parking lot. Chief James said we can stage the vehicles. Councilperson Rees asked if we are going to advertise a time and mention it would be in their vehicles. Chief James said we are willing to help with traffic. Councilperson Rees asked if new lights were added. Steve Cox commented that they replaced the pontoons. Councilperson De Graw asked if we can map it out and explain to the Youth Council. Jeff Nielson mentioned we can put the information on the city website and send an email out to residents. Councilperson De Graw said the Youth Council did a stellar job with Senior dinner and Goosebumps Gala. Mayor Christensen asked how many attended the Senior dinner and Councilperson Snyder said 200 people.

ADJOURN CITY COUNCIL MEETING

MOTION BY: Councilperson Chuntz motion to adjourn the City Council meeting

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)

MEETING ADJOURNED AT: 8:17pm

Jeffrey Nielson, City Recorder