

Minutes of the Salem City Council Meeting held on September 2, 2020 in the Salem City Council Chambers.

Work Session: 6:30 pm

1. AGENDA ITEM DISCUSSION

- a. Diamond Creek Development, Skyview Estates: Briefing and staff summary by Bruce Ward. Diamond Creek is a holding company of Arive Homes. This is the fourth time we have seen this since 2008. It was rezoned R-12 some time ago by this council in the past year. Preliminary plat has been review by staff and planning and zoning. It has met all of the preliminary plat requirements and it is being recommended for approval. An interesting piece of this project is that we have to time the development of the project, the development of Salem Canal Road, the development of the canal piping, the Central Utah Water Project and the development and expansion of Elk Ridge Drive all at the same time. We have no control over any of these projects. Council asked questions and discussion on timing of this project. Discussion on a neighboring piece of land that needs some attention and a plan of action. Mayor will work with Bruce and Vaughn to take care of it.
- b. Ridgeview Estates project summary from Bruce Ward. It was approved some time ago. They have been building on it for a year. They are just about done. The subdivision was approved and a water easement was in the lot. The water easement was no longer needed. When the title company got involved it was recommended that the easement be abandoned. The mayor signed that today and we are asking council to ratify that action taken by the mayor.
- c. MOU/Donation Agreement with University of Utah. Jake Zimmerli via Zoom. Naloxone/Narcan. Jake gave some background information on his group and what they can provide through grants. City libraries tend to be successful with being an access point for this drug. The drug has an antidote like effect on drug overdoses and is effective in reversing the effects of drug overdoses. This grant program does not cost cities anything. They provide it at no cost and no judgement to anyone that needs it. Council asked Jake several questions about his program and the community involvement.

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.
Amy Shelley

OTHERS PRESENT

Appearing in person: Dean Ingram, Justin Gordon, Joshua Lee, Josiah Lee, William Burk, Karen Boothe, Linda Grange, John Bowcut and Kerry Burnham. Participating via Zoom: Heather Youd and Jake Zimmerli.

1. VOLUNTEER MOTIVATIONAL/INSPIRATIONAL MESSAGE

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

2. INVITATION TO SAY PLEDGE OF ALLEGIANCE

Josiah Lee 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

No Youth Council representatives present.

4. SF/SALEM CHAMBER OF COMMERCE

Heather Youd via zoom told

- a. Online business series to help local businesses through the pandemic. It will be released every Wednesday at 4:00. Today's was with Val Hale from the governor's office of economic development.
- b. Business of the month tomorrow is Glen Ray's Corn Maze.
- c. September 16 Golf Scholarship Tournament initially scheduled for May but was postponed due to COVID. They had enough funds and were able to award 15 scholarships. They are hoping to get more funds to award more. They had about 30 applicants this year.
- d. September 17th will be the New Networking Luncheon at Veterans Building in Spanish Fork.

5. EAGLE SCOUT PROJECT- JOSIAH LEE FLAG POLE (VETERAN PARK)

- a. Matt introduced Josiah Lee and gave a summary of the project.
- b. Josiah is planning on installing an 80 feet flag pole and adding a pyramid base that honors each of the branches of the military at the Veteran's Memorial at the Veteran's Memorial Park. He will be working with Colonial Flag to get the flag and pole. This pole will be 80 feet to 120 feet tall and will have an internal rope system so that it eliminates the sounds that can be an issue with small poles. The height would need to be 80 feet to be above the surrounding tree levels. Flag size approx. 20 feet x 30 feet. He has risen approx. \$18,000 for the project. Councilman Chuntz asked if Josiah could provide a rendering or drawing of the project and his plans for the memorial. Josiah said that is something he could get. They will get a rendering that can then be taken to neighbors to get input.
- c. Council suggested that Josiah come back in a couple weeks.

6. DIAMOND CREEK DEVELOPMENT, LLC- APPROVE PRELIMINARY PLAT FOR SKYVIEW ESTATES (APPROX. SALEM CANAL ROAD/ELK RIDGE DRIVE)

Skyview Estates is a fifty nine lot subdivision, zoned R-12, and located at Salem Canal Road and Elk Ridge Drive. Dean Ingram is here representing Diamond Creek Development to answer to any questions. Delys Snyder asked when they will be ready to start. Dean said early November. First phase has been updated to include two entrances on Elk Ridge Drive as requested by the county. Dean answered council questions about details. It was asked if any of the lots had been presold. Dean said they don't pre-sale any lots until Final Plat has been accepted. Lumber costs has shifted things in the market. Tim asked Dean would be responsible for any improvements on Elk Ridge Drive. Dean answered that yes that would be part of it but they have to work with the county because they are redesigning the project. There will be sewer brought up from the North and then a turn in – turn out entrances. Also sidewalk, fence trail and wall will line the project. Sterling asked what their plan was for the entrance off of Salem Canal Road, do they plan on waiting for it to be piped? Dean answered that they will pipe just that section and then it may need to be re-done later with the CUWP. Sterling also asked if they will be doing that this season when the canal is empty. Dean answered yes. Tim asked how long he sees the project taking to build out. Dean answered Based on market trends right now we are looking 18-24 months for total build out. He said that Mount Loafer Meadows was 21 lots and it was sold out in 35 days. The housing market is pretty tight here right now.

Councilperson Tim Degraw motioned to approve the Diamond Creek Development preliminary plat. Sterling Reese seconded the motion. The motion passed with all in favor

MOTION BY: Councilperson Tim Degraw

SECONDED BY: Councilperson Sterling Rees

VOTE: All Affirmative (5-0).

7. APPROVE RATIFYING MAYORS SIGNATURE FOR UTILITY EASEMENT RELEASE AND TERMINATION OF EASEMENT (RIDGE VIEW ESTATES SUBDIVISION)

Sterling Reese made a motion to ratify the Mayor's signature for release and termination of the utilities easement in the Ridge View Estates subdivision. Seth Sorenson seconded the motion. All voted in favor.

MOTION BY: Councilperson Sterling Rees

SECONDED BY: Councilperson Seth Sorensen

VOTE: All Affirmative (5-0).

8. MOU/DONATION AGREEMENT WITH UNIVERSITY OF UTAH- NALOXONE/NARCAN KITS AT LIBRARY

Motion to accept the MOU/ Donation Agreement with the University of Utah for the Naloxone/Narcan Kits was made by Delys Snyder. Seth Sorenson seconded the motion. All voted in affirmative.

MOTION BY: Councilperson Delys Snider

SECONDED BY: Councilperson Seth Sorensen

VOTE: All Affirmative (5-0).

9. APPROVE A RESOLUTION AMDENDING THE SALEM CITY WATER CONSERVATION PLAN

Bruce stated that The Water Conservation Plan is a Utah Board of Water Resources requirement that municipalities are required to update on a regular basis. Salem City must update ours by December of 2020 before the current plan expires. As part of the Master Plan, Hansen Allen, and Luce has prepared an updated Water Plan. The purpose of the plan is to outline basic high level priorities that the City is taking to continue to encourage water conservation. Bruce gave council a report that gave bullet points of how the city can do better at conserving water and how our metering plan will help conservation. He answered questions by council. He talked about the suggestions of how to implement the conservation measures and how the city will improve once the metering is in place. He suggested a discussion at a later date to update the plan once metering is installed and in use city wide. He gave his recommendation to approve the current plan as recommended by Hansen, Allen and Luce.

Tim Degraw made a motion to accept and approve the updated conservation plan. Howard Chuntz seconded the motion. The motion passed with all in affirmative.

MOTION BY: Councilperson Tim Degraw

SECONDED BY: Councilperson Howard Chuntz

VOTE: All Affirmative (5-0).

10. APPROVE CITY RECORDER AND CITY TREASURER TO SET UP AND ADMINISTER CREDIT CARD ACCOUNT AT ALTA BANK AND TO SET A LIMIT

Jeff told how back on February 19, 2020, he approached the council to move the city credit card from Banner Bank to Alta Bank. Since then COVID hit and he had not really pursued it. Recently he spoke with Alta Bank about this to get it moving forward again. He found out that council needed to approve a limit on the motion. So it is back on the agenda to approve the city recorder (Jeff Nielson) and the city treasurer (Tammy Beck) to set up and administer the Salem City credit card and to set a limit of \$5,000 or less.

Motion to approve the Alta Bank Credit card with a limit of \$5,000.00 was made by Seth Sorenson. Delys Snyder seconded the motion and all were in favor.

MOTION BY: Councilperson Seth Sorensen

SECONDED BY: Councilperson Delys Snider

VOTE: All Affirmative (5-0).

11. APPROVE RESOLUTION MAKING CHANGES TO THE PERSONNEL POLICY

With COVID hitting this year, we have many employees who were not able to take vacation and are at risk of losing their vacation time. We reached out to other cities (and a couple of other entities) to see what they allow their employees to carry over on vacation hours. We found that most of the cities allowed 240 hours or more to be carried over. We currently allow 80 hours for employees and 160 hours for directors. We want to change that to 240 hours for all employees. Staff answered council questions on this policy change. Delys asked if this would change the amount paid to employees that retire. It was answered yes.

Sterling Reese made motion to approve the changes to the personnel policy allowing for employees to carry over up to 240 hours. Tim Degraw seconded the motion. All voted in favor of the motion.

MOTION BY: Councilperson Sterling Rees

SECONDED BY: Councilperson Tim Degraw

VOTE: All Affirmative (5-0).

12. APPROVE CEMENT WORK (FOUNDATION/FOOTINGS/FLOOR) ROADS/WATER BUILDING

Matt summarized the need for Footings and Foundation - Flat work at the Roads Shop and Building before winter comes. They can't store the building on the ground over the winter. This bid award is to get the footings and fountain of the previously purchased building underway. Also includes all flat work. The Steel building was purchased and is on site at the Public Works yard on Arrowhead trail. The roads department is desiring to

get the concrete work done and the building standing before winter arrives. Matt explained about the bids they've received. Council asked if this was already budgeted. Jeff clarified that yes it was budgeted last year and was carried over to this year.

Motion to approve Paul Giles Concrete Inc to do the cement work, foundation footings and flatwork for the roads/water building. Motion seconded by Howard Chuntz. All voted in favor.

MOTION BY: Councilperson Delys Snider
SECONDED BY: Councilperson Howard Chuntz
VOTE: All Affirmative (5-0).

13. APPROVE LICENSE AGREEMENT WITH BUREAU OF RECLAMATION FOR BRIDGE AND UTILITY CROSSING ON LOAFER CANYON ROAD

This is a license agreement between Salem City and the Bureau of Reclamation to allow us to continue to build and ultimately construct the bridge over Loafer Canyon Road and the Highline Canal. We have to get a licensing agreement every time we cross this canal. We multiple of these because we've crossed the canal several times with our utilities. It doesn't bind us to anything it just allows us to move forward in the planning process with the Bureau. Questions were asked where funding would come from. Bruce answered impact fees.

Motion to accept the licensing agreement with the Bureau of Reclamation for the bridge and utility crossing on Loafer Canyon Road was made by Seth Sorensen. Seconded by Tim Degraw. All voted in favor.

MOTION BY: Councilperson Seth Sorensen
SECONDED BY: Councilperson Tim Degraw
VOTE: All Affirmative (5-0).

14. APPROVE MINUTES OF AUGUST 19, 2020

Howard Chuntz made a motion to approve the minutes of August 19, 2020. Delys Snyder seconded the motion and all voted in favor.

MOTION BY: Councilperson Howard Chuntz
SECONDED BY: Councilperson Delys Snider
VOTE: All Affirmative (5-0).

15. APPROVE BILLS FOR PAYMENT

Mayor Christensen asked if there were any questions with the bills that need approval. Jeff answered council questions and explained bills that needed clarification.

Seth Sorensen motioned to approve the bills for payment in the amount of \$2,278,779.02. Sterling Reese seconded the motion and all voted in favor.

AMOUNT: \$2,278,779.02

MOTION BY: Councilperson Seth Sorensen

SECONDED BY: Councilperson Sterling Rees

VOTE: All Affirmative (5-0).

16. CHIEF BRAD JAMES, PUBLIC SAFETY DIRECTOR

Council members asked Chief about his thoughts on Naloxone. He gave his full support to the grant and getting this implemented to our city.

17. STEVE COX, BUILDING OFFICIAL DIRECTOR

Steve gave a report of how successful it has been using the Vinyard City inspectors. We've been using the Tuesday, Wednesday, and Thursdays. It's been so busy. Wyatt passed his Building tests today. He has his plumbing, electrical and mechanical to do.

18. ATTORNEY VAUGHN PICKELL

Did not have anything to report tonight.

19. JEFFREY NIELSON, CITY FINANCE DIRECTOR/CITY RECORDER

Carylee Baker is retiring in October. It's time to have another full time person in the office so we've opened this position as full time.

20. MATT MARZIALE, RECREATION/PUBLIC WORKS DIRECTOR

- a. Hand sanitizing stations throughout city buildings. 3,000 masks for staff and city wide events. COVID funds purchased these items.
- b. West end of pond to get moss out of west pond. Dredging will take place in a month or so. Because of the depth, it grows moss quickly. When it cools off a bit they will be able to dredge and slow the growth. Fountains have been a successful tool to keep water circulating.
- c. Cole park bids to level have been sent out and the 10th will be the closing date. Working on leveling and getting spread out. Planting trees and seeding will happen in October. The whole project is funded with impact fees.

- d. PI metering project will start in about two weeks. Interviewing will happen tomorrow to hire the installation crew. Looking at hiring 3-4 which has been budgeted.
- e. Ricky is a street taco vendor that reached out to the city after the location he has been previously located in Payson. He is seeking approval to relocate to the Exon at the south end of town. Vaughn needs to do some research on our ordinances and if and how it relates to this situation. Council recommends issuing a temporary permit for 90 days and re-evaluate at that time.

21. TED BARNETT, ELECTRICAL DIRECTOR

- a. Poles removed from Arrowhead trail.
- b. Boring was started on the canal piping under Salem Canal Road.
- c. Ridgeview SESD has been moving their lines.
- d. New hire Kyle (Alby?) is starting soon. He is a local; raised in Payson and has his pre-apprenticeship. His apprenticeship will be a four year program. We're excited to have an extra guy.

22. BRUCE WARD, ENGINEERING

Did not have anything to report tonight.

23. JOHN BOWCUT, FIBER

Working on some bonding and we have meetings tomorrow on that. It's also on the next agenda schedule so we should have updates at that time.

COUNCIL REPORTS

24. MAYOR KURT CHRISTENSEN

Did not have anything to report tonight.

25. COUNCILPERSON STERLING REES

- a. UMPA meeting tentatively scheduled March 24-26th in St. George coming up.
- b. Solar Project coming to the North Spanish Fork area.
- c. There will be another rebate program coming up.

26. COUNCILPERSON SETH SORENSEN

Did not have anything to report tonight.

27. COUNCILPERSON HOWARD CHUNTZ

Did not have anything to report tonight.

28. COUNCILPERSON DELYS SNYDER

The city is at 78% of census participation. The library will be doing a campaign to try to get the other 22 %

29. COUNCILPERSON TIM DEGRAW

Did not have anything to report tonight.

30. CLOSED SESSION- REAL PROPERTY

Motion to close the meeting and move into closed session was made by Seth Sorenson and seconded by Howard Chuntz. All voted in favor. Mayor closed the meeting at 8:40 pm.

MOTION BY: Councilperson Seth Sorensen

SECONDED BY: Councilperson Howard Chuntz

VOTE: All Affirmative (5-0).

MEETING ADJOURNED AT 8:40 PM AND MOVED TO CLOSED SESSION.

Jeffrey Nielson, City Recorder