



**Present:**

Mayor Adele Justice	Council Member Hunsaker	Council Member Mead
Council Member Winn	Council Member Price	Council Member Winter

**Also Present:**

Brittany Yeates, Recorder	Gayland Dugmore	Julie Johanson, Newspaper
Jacqueline Wilde, Treasurer	Brien Christensen	Trevin Singleton
Sid Swasey, Maintenance	Sherrie Swasey	

1. CALL TO ORDER, ROLL CALL, WELCOME & PLEDGE OF ALLEGIANCE

Mayor Justice called the meeting to order and welcomed everyone at 7:00 PM. Roll call showed that Council Members Mead, Winter, Price, Winn and Hunsaker were all in attendance. Mayor Justice led the Pledge of Allegiance.

2. BUSINESS OF THE MONTH

The Mayor said that for the last three years, the City has recognized their citizens and employees. The City will now be doing a business recognition. Dugmore Heating and Air is the first business chosen. Mayor Justice thought it may be one of the oldest businesses in Ferron. Gayland Dugmore's father started the business and then he took over. Dugmore Heating and Air offers heating, air conditioning, installation of fireplaces, and stoves. They give a great service to our community.

**CONSENT AGENDA**

3. APPROVAL OF MINUTES DATED DECEMBER 9, 2020

**Council Member Winter moved to accept the minutes from December 9, 2020. The motion was seconded by Council Member Hunsaker. Motion carried.**

4. RENTAL PERMISSION FORM – DAWN MANZANARES/DARRELL JOHNS

**Council Member Winter moved to accept the rental property agreement from the Dawn Manzanares property with Darrell Johns. The motion was seconded by Council Member Mead. Motion carried.**

**GENERAL BUSINESS / DISCUSSION ITEMS**

5. DISCUSSION OF SECURITY SYSTEMS – BRYAN CHRISTENSEN & VERKADA

**Mr. Christensen will be late so Council Member Hunsaker made the motion to move agenda item 5 to after 12. Council Member Mead seconded the motion. Motion carried.**

6. GENERAL BUSINESS AND TRAINING

The Recorder went over the annual Open and Public meeting training with the Council. She placed emphasis on honoring the spirit of the Act and try to discuss City issues in an environment open and recorded. She also reviewed the purchasing policy.

7. ADOPTION OF FERRON CITY VOLUNTEER FIRE DEPARTMENT AMENDED

*City Council Meeting Minutes 01-13-2021*

## POLICIES AND PROCEDURES

This is the policy adopted in 2012 with some changes. The Fire Chief will be paid \$200 a month and \$10 an hour for inspections. There is a code of ethics now. There was a training and meeting section added that mentioned the firefighters will be compensated for attending two meetings a month. This will be paid out in December like the clothing allowance was in the past. Anyone who does the Fire Fighter I, II, or the RED card training may receive extra compensation. This was read to the firefighters at their meeting and all seemed to be in agreement with it.

**Motion to adopt the new Ferron City Volunteer Fire Department Amended Policies and Procedures for 2021 was made by Council Member Winter. Council Member Mead seconded the motion. Motion carried with Council Members Hunsaker, Winn, Price, Winter and Mead all voting aye in a roll call vote.**

### 8. DISCUSSION OF BACKGROUND, DRUG, AND MOTOR VEHICLE RECORD CHECKS

The Recorder receives a monthly motor vehicle record report every month. She will keep track of any major violations that may affect an individual's use of city property.

The Mayor read off the proposed guidelines for the background checks.

Felony Conviction – Ten years from completion of probation

Misdemeanor Class A Conviction – Five years from conviction date with exception of violent misdemeanors which could be seven years.

Misdemeanor Class B Conviction – Three years from conviction date

Two or more Misdemeanor Class B or higher-level convictions – Five years from last conviction date

Misdemeanor Class C Conviction excluding traffic – Two years from conviction date

DWI or DUI charge with conviction on a reduced level offense (reckless driving or blocking roadway) – Five years from conviction date

History of family violence reports (suspect in three or more incidents with no convictions) – Ten years from last incident date

Two or more Misdemeanor Class B or greater level arrests – Three years from date of last arrest

Two or more Misdemeanor Class C level arrests – Two years from date of last arrest

The background checks and drug tests are important because of access to citizens and their property, the fire department's expensive equipment, and the ambulance with its supplies. There has been a break-in concerning the ambulance in the past and we want to avoid any future incidences like that. The Firefighters are open to taking random drug tests.

The Council believed these were a good standard to follow. The Recorder will prepare these to be adopted into policy through resolution next meeting.

### 9. DISCUSSION OF FIRE INSPECTIONS & BUSINESS LICENSES

The Business license fee includes an inspection fee if that type of business requires an inspection. The businesses pay this annually, but the City has not been doing the inspections yearly. There was discussion of whether an inspection is needed. The Mayor stressed that this inspection would not be used to shut down a business but to bring to the business owner's attention to any hazards like an expired extinguisher.

The businesses can refuse but the fire inspector should have them sign something stating that. The Council agreed that the inspections should be started this year and the license fee raised to show the change in inspection fees next year.

How to address those who are burning outside the burn window was also discussed. It was decided that only a few designated individuals will go out and ask that the fire be extinguished. If it is not extinguished, they will be given a citation with a fine.

10. REVIEW OF THE FIRE DEPARTMENT TENTATIVE ROSTER

The Mayor had hoped to adopt the new roster, but we were unable to get the background checks completed in time. Fire Chief Mead said that he chose people who he believed would be active and show up for the trainings and call outs.

11. DISCUSSION OF SUBSCRIBING TO THE 'MY CITY POCKET' APP

The app will send notifications to those who have downloaded it. It will cost the City \$349 a year. It will not cost the citizens anything to use it. This is another way for the City to communicate with the citizens.

**The motion to subscribe to the My City Pocket app for the 2021 year was made by Council Member Winter. Council Member Hunsaker seconded the motion. The motion carried with Council Members Hunsaker, Winn, Price, Winter, and Mead all voting aye in a roll call vote.**

12. DISCUSSION OF REINSTATING MATCHING EMPLOYEE 401K CONTRIBUTIONS

The City used to match an employee's contribution to their 401K up to 3.27%. In 2011, the retirement system underwent a change, and the City did not believe that it was allowed to do matches for the new Tier 2 employees. The Recorder has discovered that it is allowed for all employees.

**Council Member Mead moved to reinstate the matching employee 401K contribution at 3.27%. Council Member Winter seconded the motion. The motion carried with Council Members Hunsaker, Winn, Price, Winter, and Mead all voting aye in a roll call vote.**

**REPORTS**

13. MAYOR AND COUNCIL REPORTS

Council Member Hunsaker reminded everyone that last year it was decided to give \$1,000 toward an Economic Development Grant. Last year's went to the Conover's to do a sign on the corner. The grant requirements are the business must be registered with the City, 50/50 match, \$50 to \$1,000 awards, and the project is beneficial to the community.

Then she reported on her call with Huntington City about their light poles. She was told they had them almost completely paid for through a CIB grant. It was around \$3,000 a pole and cost about \$600 a month to light them all. After they switched them to LED it dropped to \$100 a month. It was also recommended to check with Rocky Mountain Power to change out the current lights with LED. Have also ordered some garbage cans to put out around the main commercial area.

Council Member Winn mentioned talking to the owners of Big Mountain about the sidewalk in front of their business. They would be willing to do the demolition and the City could pay to pour it. They'll keep looking into that.

Council Member Winter said that the Christmas lights went well. Only had a small issue with fuses. He is looking at changing some electrical to be able to put up more lights next year.

He then showed a tentative drawing for the new fairground bathroom. This will hopefully be done before the Stock Show in July.

Council Member Mead reported that the bark collars are being sold.

He found out that Emery just got a grant for turn outs and battery-operated jaws of life. Wayne Urie has volunteered to try for the CDBG grant.

The Fire Department has been on three calls since he has been the Chief. One had a fatality.

The approach in front of the fire station is sinking. Council Member Winn has been made aware of it.

He would like to do a meet the new fire department night on February 23<sup>rd</sup>.

Mayor Justice reported that the survey for the Golf Course went great. She has heard that getting the appraisal may take six months. She is trying to contact Senator Romney's office to see what help they can give. Some good news is that the Golf Course budget is doing great.

Mr. Christensen has arrived so line item 5 can be discussed.

The City approached Mr. Christensen about maybe putting in a keypad on the East door of City Hall. He is recommending not doing a keypad because you lose control over who has that code. He strongly recommends an access control system. It is all managed by a computer system to dictate who will have access and when. It can be expanded to include other city buildings including the restrooms.

The Council likes this idea if the budget will allow it. The Recorder will investigate whether we can get some of the CARES ACT money back to help with the cost. May have to do this in phases.

The Mayor then brought up the question of whether there is a need for a video system at the Fire Station. The biggest worry is around the ambulance for the previously mentioned break-in.

She was approached by a California company called Verkada. She watched a presentation and was extremely impressed. It can do precise searches and license plate verifications. It can even share a live view to another device. It would cost around \$8,000 for five cameras for five years. The Mayor liked it but did not think we would need all those bells and whistles.

Then Wayne Roberts, who helped with the cameras at the dumpster area, gave a cost to put a couple cameras in the fire station for only a couple thousand dollars.

The only on-going expense would be replacing equipment as needed.

Brien Christensen may submit a bid for a camera system also.

This item will be discussed again later.

Public Comment was moved up.

Trevin Singleton was given a parking notice today for a truck and tractor parked on the road without moving for over 48 hours. He feels like he is being singled out because there are lots of parking violations around town. He especially was confused where his street is so wide and there is no snow. He was informed that he was not the only one to receive a notice. The Council told him they sympathize with his frustration, but the City must treat those on a wide street the same as those on a narrow street. There was a little discussion that the notices should be done all year for safety reasons, not just in the winter.

#### 14. GOLF COURSE AND MAINTENANCE REPORTS AND WORK ORDER REVIEW

Sid Swasey reported that he has recertified for pesticides.

He has been asked again about the broken headstone. Council Member Winter said he has attempted to contact the family members but has not gotten any response. He will try reaching out again.

Christmas has been put away.

Rick Price has been servicing the equipment.

The Treasurer asked about a burial issue. There will be a burial on Saturday and the width is larger than standard and will not fit in a standard plot. It will take up more than one plot and will need to be moved to another spot. She was wondering if she needs to charge for two plots. The Council said it was fine to trade and there was no need to charge for the extra plot this time. The original is actually not quite big enough for a normal burial so will be marked for cremations or baby burial.

#### 15. (IF NEEDED) CONSIDERATION TO ENTER CLOSED SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL

HEALTH OF AN INDIVIDUAL, PENDING OR REASONABLE IMMINENT LITIGATION, AND THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY, PURSUANT TO UTAH CODE SECTION 52-4-205

**Motion to move into a closed session for discussion of the purchase, exchange or lease of real property made by Council Member Winter. Motion seconded by Council Member Winn. Motion carried with Council Member Mead, Winter, Price, Winn, and Hunsaker all voting aye in a roll call vote.**

**Motion to enter back into regular city council meeting was made by Council Member Hunsaker. Council Member Winn seconded the motion. Motion carried.**

16. BUDGET REPORT

The Recorder said the sales tax was low, but we should be okay if everyone stays within their budget.  
Council Member Hunsaker asked about an imbalance with the Non-departmental CARES ACT output and input. Recorder said it worked out weird with her having to send all the money to the County first with the agreement and then she applied to get back the amount the City expected to spend.  
It was also asked when the Cemetery helper will be hired. Council Member Winter said it'll probably be in April.

17. APPROVAL AND PAYMENT OF WARRANTS

**Council Member Mead moved to pay the bills. The motion was seconded by Council Member Winn. The motion passed with Council Members Hunsaker, Winn, Price, Winter and Mead all voting aye in a roll call vote.**

18. PUBLIC COMMENT

See earlier input.

19. ADJOURNMENT

**Council Member Winn moved to adjourn. The motion was seconded by Council Member Price. Motion carried.**

ATTEST:

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Mayor Adele Justice

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Brittany Yeates  
Ferron City Recorder