

Mayor Gordon Cutler

UINTAH CITY COUNCIL MEETING

Planning – Robert Guillier

Council Members:

TUESDAY, November 19<sup>th</sup>, 2019

Building Inspector-Jeff Monroe

Jerry Smith

Michelle Roberts

7:00 PM

Treasurer – Mike Ulrich

Kristi Bell

Dave Boothe

MINUTES

Sheriff – Lt. Pledger

Fire Chief – Marc A. Sacco

Attendees: Mayor Cutler, Jerry Smith, Michelle Roberts, Dave Boothe, Kristi Bell, Chief Sacco, Jeff Holden, Mike Ulrich, Lt. Pledger, Daniel Combe, Brent & Abby Stuart, Glen & Lori Woolsey, Jon Arends and Darinda Wallis

## MEETING MINUTES:

1. **MEETING CALL TO ORDER:** Mayor Cutler called the meeting to order and thanked Jerry Smith and the Council for taking care of things in his absence at the last meeting.

**PLEDGE OF ALLEGIANCE:** Led by Dave Boothe

**CONFLICT OF INTEREST:** Council members are required by law to file a public disclosure statement with the City Recorder listing business interests and investments that could create a conflict of interest with the duties of the Council Member. When a matter in which a Council member has a business or investment interest appears on the Council agenda, the Council member must publicly disclose that interest.

Mayor Cutler asked the Council if they had any conflicts of interest with tonight's agenda; there were none.

2. **PUBLIC COMMENT (2 minutes per person):** (00:01:08)

- Jon Arends – Planning Commission Member who lives on Combe Road stated that it was brought to his attention just yesterday with the citizens talking about communications and getting more information about the public hearing and all the issues with South Weber City and their RV Park going in on Cottonwood and 6600 S. He has been on the South Weber Facebook group page; there is so much information on their including Planning Commission information, agendas, minutes, when they lost water pressure last week everyone knew about it from this group page. Instead of everyone having to go to a webpage and dig down through agendas and pdf's he wanted to make a suggestion that we do something like this that would be governed by the City itself for giving out information to the citizens of what is going on with the City. Example, if we are having something going on with the water, or snow removal or anything going on with public forums. This is just a suggestion something that we could think about that would be more effective communication of things going on with the City instead of just what we are doing currently with the website.

3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD OCTOBER 15<sup>th</sup>, 2019:** (00:03:08)

Presenter: Mayor Cutler

- Kristi Bell motioned to approve the City Council meeting minutes for October 15<sup>th</sup>, 2019.
- Dave Boothe seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion passed.

4. **TREASURERS REPORT:** (00:03:57)

Presenter: Mike Ulrich

- a. Invoice Register:

The invoice register is a listing of bills that were paid during the month.

The invoice register is reviewed and approved each month per guidelines from the state and our auditors in order to stay in compliance with the laws of the state financial code.

The invoice register for October was reviewed.

Michelle Roberts motioned to approve the invoice register for October 1<sup>st</sup>, 2019 through October 31<sup>st</sup>, 2019.

Seconded by Jerry Smith

Mayor Cutler asked if there was any discussion on the motion; there was none.

All in favor; Jerry Smith – yes; Michelle Roberts – yes; Kristi Bell - yes; Dave Boothe – yes; Mayor Cutler – yes.

The motion passed.

- b. Transaction Register:

The transaction register is a listing of any changes that are made during the month to customer accounts in the ENTERPRISE ACCOUNTS, water, storm water, or garbage. The changes are credits given, charges reduced or added or late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code.

The transaction register for the period of October 1<sup>st</sup>, 2019 – October 31<sup>st</sup>, 2019 was blank; no action was required.

- c. Transaction Reversal Report - Court:

The transaction reversal report is a listing of any changes that are made during the month to customer accounts for the court. The changes are credits given, over charges reduced or added, late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code. The Transaction Reversal Report for October was blank no action required.

- Budget: Mike Ulrich reported that we are about one third of the way through the budget year. Mike reminded the Council that some revenue and expenses come in at certain times of the year so the percentages could be off. For example; property tax revenue comes in during November and December. Mike reported that he would check into account number 10-43-440 bank charges, it is already at 188%. The Council thanked Mike for his service to the City.

**5. PLANNING COMMISSION REPORT TO COUNCIL:** (00:11:34)

Presenter: Glen Woolsey

- Glen Woolsey reported on the meeting held October 22<sup>nd</sup>, 2019
- The Planning Commission held a work session regarding short-term rentals: Matt Wilson, the city attorney, was available to answer questions regarding short-term rentals. He said we must allow them in the city, but that we could regulate them through zoning and CUPs. It was brought up that citizens can ban them through HOAs and CCNRs. That's particularly relevant for new development. He explained the process of "grandfathering" a business. If we choose to regulate a business that has not been regulated before, we simply need to make business owners aware of the new requirements, and then give them a time frame to comply. If we change regulations for something that is already regulated, they are grandfathered into the old system until they renew their business license/CUP. Our ordinance must state that "compliance with current ordinances is a prerequisite for renewing a business license/CUP" in order for this process to work. Matt was asked if we could ban rentals where the owner doesn't reside in the home. He said yes, if we included that requirement in our definition of short-term rentals. Matt explained that we can't penalize for advertising, but we can penalize for not complying with our ordinances. If we require a business license/CUP, we can penalize them for non-compliance. He suggested that since they can advertise without going through the licensing process, we need to have penalties in place that increase with each violation.
- The Planning Commission discussed and reviewed a CUP 19-213 for Fox Machining, LLC and Sundance Louvered Roofs, LLC; located at 2464 E 6600 S: Mike Lewis was asked to come in so the commissioners could determine if he needed a CUP for his businesses. It was decided he did not.
- The Planning Commission discussed the CUP 04-005 for Greg Stuart; an apartment located at 2125 E 6550 S: This CUP was up for review. There is also a new owner. Commissioners decided to transfer the CUP to the new owner and extend it for another 10 years.
- The Planning Commission discussed the Transportation section of the General Plan: Brett Parke presented a revision to the transportation section of the general plan. He took out redundant paragraphs and added verbiage to include all major roads (currently in only applies to 6600 S). The revisions were approved and will be sent to the city council for approval.
- The Planning Commission discussed their recommendations on short-term rentals: Commissioners decided that the best way to regulate is to require a business license/CUP. Brent Stuart will draft a sample ordinance to present to the commissioners at their next meeting.
- Commissioner's Responsibility reports and follow-ups: New business Licenses- Cheryl White: Weddings are My Forte There were no other reports.
- The Council thanked Glen for covering for Robert Guiller who was excused.

**6. OFFICIAL CANVASS OF THE NOVEMBER 5<sup>TH</sup>, 2019 UINTAH CITY MUNICIPAL ELECTION:** (00:17:59)

Presenter: Darinda Wallis

- An election canvass is an audit of the election procedures. It is not a vote recount.
- The Official Register contains all the persons who are registered in the UIN 001 precinct. Each time a person votes, the ballot number and the voter's signature are listed below the printed name or listed name in the official register. This register controls multiple voting and is also used to create the Official Register for next year. The number of registered voters is certified by the Weber County Clerk; there are 719 registered voters in Uintah City.
- The Official Register contains the name of each person voting, along with the ballot number; we had 354 voters on Election Day. (49.24% turn out rate)
- The "Statement of Disposition of Ballots" has been verified for accuracy and confirmed that all the ballots are accounted for.
- The County attached a "Provisional Ballot Disposition Form" there was one Provisional Ballot Cast for Uintah City.
- The totals for each candidate have been added into a final total for the Municipality on the "Election Summary Report" form.
- A member of the Uintah City Council should make a motion indicating that the official canvass shows that the election procedures have been reviewed and verified; and certifying the vote totals for each candidate in Uintah City Precinct UIN 001; and
- Declare "duly elected" those persons who had the highest number of votes and who sought election to an office completely within the board's jurisdiction. (Please state elected person's names individually and include individual vote totals.)

• Council vote is required on above motion.

• *Gordon S. Cutler	Mayor Two Year Term	<u>312</u>	100.00%
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• Total Votes Cast		312	100.00%
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*Dave Boothe	City Council Four Year Term	<u>236</u>	42.75%
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*Jerry Smith	City Council Four Year Term	<u>189</u>	34.24%
Cory L. Bruestle	City Council Four Year Term	<u>127</u>	23.01%
• Total Votes Cast		552	100.00%
• *Michelle H. Roberts	City Council Two Year Term	<u>189</u>	53.69%
Scott F. Kendell	City Council Two Year Term	<u>163</u>	46.31%
• Total Votes Cast		352	100.00%
*Duly Elected			

- Kristi Bell made a motion indicating that the official canvass shows that the election procedures have been reviewed and verified; and certifying the vote totals for each candidate in Uintah City Precinct UIN 001; and to approve and declare duly elected Gordon S. Cutler as Mayor with 312 votes; Dave Boothe City Councilmember for four years with 236 votes; Jerry Smith City Councilmember for four years with 189 votes; Michelle H. Roberts City Council for two years with 189 votes.
- Gordon Cutler asked if there was any discussion on the motion; there was none.
- Jerry Smith seconded the motion.
- All in favor the motion passes.

**7. PUBLIC WORKS REPORT:** (00:25:11)

Presenter: Jeff Holden

- Jeff Holden reported that he had everything buttoned up for the winter.
- We have received the planter box for the front walkway. Jeff asked if we have anyone looking for an Eagle Project because he would like to brick the planted box similar to the mailbox. Jerry Smith said he would inquire. Jeff thanked Daniel Combe for his help with this project and thanked him for the donation.
- Jeff reported that they have been busy in the cemetery with another burial this past Saturday.
- Jeff reported that Scott Knudson has retired and he wanted to give a big shout out of thanks to Scott! Scott went around and finished all the little things that were bothering him before he retired. The trees were trimmed and leaves cleaned up. We all will miss Scott and his perfectionist ways and wish him a peaceful retirement.
- Nate Hadley has returned to work for the City in the part time position and it is a pleasure to have his expertise back.
- Jeff reported that they will start all the maintenance on the equipment for next year.
- Mayor Cutler wanted to thank Scott publicly and Scott wanted nothing to do with that. So if you want to thank Scott take the time and seek him out personally.
- Mayor Cutler stated that we were lucky to get Nate back. He brings with him not only the knowledge of our City but his certifications with the State.

**8. FIRE DEPARTMENT REPORT:** (00:31:30)

Presenter: Chief Sacco

- Mayor Cutler excused Chief Sacco from the meeting; he explained that he left earlier because he was not feeling well.
- Darinda Wallis reported that Chief Sacco asked her to report that the department has applied for two grants and hopefully will be coming to the Council requesting to use the funds to repair and replace some of their equipment.

**9. SHERIFF'S REPORT:** (00:33:48)

Presenter: Lt. Pledger

- Lt. Pledger reviewed the October calls for service with the Council. One of the calls was a stolen vehicle which turned out to be a pool vehicle that was being used, not stolen.
- One of the animal calls was a dog that had killed a raccoon and the owner was worried about the dog getting rabies from the raccoon.
- The other animal calls were dogs running loose that were collected prior to Animal Control responding.
- Lt. Pledger stated that they responded to three ordinance violations which were all resolved.
- The Sheriff's Office will continue to watch the traffic issues with a deliberant effort on Combe Road.
- Michelle Roberts was asked by citizen at the community meeting if the speed tracker could be placed on Combe Road. Lt. Pledger stated that he would follow up with this request.
- Mayor Cutler stated that he still hears from the citizens that they don't ever see the Deputies in the City. Mayor Cutler responds to them about the tracking system GEO Tab and how Lt. Pledger reports each month on the time they spend in our City to the Council.
- The Mayor and Council thanked Lt. Pledger and his Deputies for all their help and for all they do for the City.

**10. DISCUSSION/APPROVAL FOR UINTAH CITY ENGINEER DRAFTING A COOPERATIVE INTERLOCAL AGREEMENT FOR A JOINT PUBLIC UTILITIES IMPROVEMENT PROJECT WITH SOUTH WEBER CITY:** (00:42:05)

Presenter: Kristi Bell

- Overview of the Project:
- To improve fire-flow in the area, South Weber City is planning to remove, replace, and upsize the waterline along Cottonwood Drive (10" if South Weber line only, 12" if joint-use with Uintah City). This waterline is connected to an existing 24" Weber Basin Water transmission line. In anticipation of this project, the City has not completed any major street maintenance along Cottonwood Drive.

- When South Weber began the design, a Blue Stake Notification was done and Uintah City was one of the parties notified (there is an existing Uintah City waterline in the same location). This triggered Jeff, the Uintah Public Works Director, to contact the City Engineer (Matt Hartvigsen) to inquire about the purpose of the Blue Stake.
- The need to replace Uintah's line was discussed by Jeff and Matt, and the initial conversation discussed how to construct and replace both lines. In discussion with the City Engineers, it became clear that it would be mutually beneficial for both cities to work together and combine the waterline into one single line that serves both communities. The project would include a new 12" waterline, a new welded flange connection to the Weber Basin Transmission line (the existing connections for both cities is very old), new meter vaults (including an additional vault with a bi-directional read meter), and repairs to the existing road.
- Brandon met with Brad Nelson and Darren Hess at Weber Basin last week to discuss what changes would be needed if the project became joint-use. After much discussion, Brad and Darren explained that all that would need to change in their existing contracts would be the point of connection (SWC being at the meter vault by the transmission line, and UC being at the meter vault before the line crosses the river). The Project would pay for all of the initial construction, but Weber Basin would own the meter vault and all piping up to and including the meter after the project. In the case of the Uintah meter vault, Weber Basin would only own the meter itself. Brad and Darren stated that they did not want to own any of the line. Possible Weber Basin participation or contribution to the cost of the Project was not discussed. Given the age of the existing vaults, and Weber Basin's current responsibility for the maintenance of those vaults, it makes sense to inquire about financial participation from Weber Basin.
- Proposed Benefits:
  - Construction and Engineering cost savings to both Cities when compared with replacing their own lines
  - The Project does not have to wait as long for needed funding
  - Increased fire flow protection for both cities
  - Addition of storage for South Weber (Uintah City's system connected to their reservoir)
  - Provides fire and emergency storage where none currently exists
  - Two sources of water for South Weber (Weber Basin transmission line and Uintah City's system)
  - Creates redundancy for South Weber where none currently exists
  - Uintah City would have 3300 ft of waterline that they would no longer have maintenance responsibility for
  - South Weber responsible for maintenance and repairs (upon Council approval)
  - Completes the underground utilities necessary in order to fix/pave the road (upon South Weber funding approval)
  - Weber Basin Water cooperation (improved water management)
- Project Discussion and potential Agreement:
- It was discussed that the project would likely be designed, bid out, and constructed with construction oversight by South Weber City, and Uintah would just be responsible for payment of their portion of the cost. A 50/50 cost share was discussed. The idea that the Project is mutually beneficial to both cities was discussed. It is difficult to put a dollar figure on some of the benefits provided. Therefore, if Uintah City is willing to provide Storage and a Second Source of water as benefits to South Weber, then South Weber would be willing to take responsibility for the line (pending Council approval).
- If the cities desire to work together, an inter-local agreement would need to be drafted, reviewed, and approved by each respective Political Body. This agreement would cover cost share for engineering, construction, and construction management; as well as long-term operation and maintenance responsibilities.
- Kristi reminded the Council that we still for one more year have a certified City wide survey qualifying us to apply for CDBG funds. This project could be added to our Capital Facilities Plan and we could pursue grants funds as well.
- Michelle Roberts inquired if we had idea of the costs for our engineers to draft this agreement. Kristi stated that was unknown and remarked that the engineer fees to date have been funded by South Weber City.
- Mayor Cutler stressed that we are talking about two different issues; we need this water line to fill our tank in the future and the RV Park is a separate issue. If we could save the City funds by a joint project we should pursue all avenues.
- Michelle Roberts and Jerry Smith both agreed; we need more information and let's explore all options.
- Kristi Bell motioned to our City Engineer drafting a cooperative Interlocal agreement for a joint public utilities improvement project with South Weber City.
- Jerry Smith seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion passed.

**11. COUNCIL COMMENTS TO PUBLIC COMMENTS:** (01:09:24)

- Mayor Cutler thanked Jon Arends for his suggestion and stated that we will consider this; we have tried this in the past and we were not successful in our endeavors.

**12. COUNCIL REPORTS:** (01:12:00)

- Dave Boothe thanked Daniel Combe for his donation of the planter.
- Kristi Bell reported that she attended the CTC meeting where they presented the Sharp Data and will share that with the Council in two weeks.
- Jerry Smith reported that a new Eagle Scout project has been completed and that we have a new library in town. It is an exchange book vault placed in front of Howells home on 6756 S.
- Michelle Roberts reported that she and Jeff attended a transportation meeting and let pamphlets in each of the Council's boxes. Michelle reported that they are doing some restructuring within the Animal Control division which will result in an increased cost for our contracts; she will keep us updated.

- Mayor Cutler reported that Cheryl White has agreed to become our Business License Official. He expresses his thanks to Cheryl and for all she does for us.

13. **MEETING ADJOURNMENT:** (01:18:47)

Michelle Roberts motioned to adjourn the meeting.

Seconded by Kristi Bell

All in favor the motion passed. The meeting was adjourned.

APPROVED by City Council this 3<sup>rd</sup> day of December, 2019.



Darinda Wallis, City Recorder