

Approved

**MINUTES OF THE REGULAR MEETING OF THE GRANTSVILLE CITY COUNCIL,
HELD ON FEBRUARY 17, 2010 AT THE GRANTSVILLE CITY HALL, 429 EAST
MAIN STREET, GRANTSVILLE, UTAH. THE MEETING BEGAN AT 7:00 P.M.**

ROLL CALL

Mayor and Council Members Present: Mayor Brent Marshall and Council Members Todd Castagno, Tom Tripp, Mike Johnson, James Vera and Mike Colson.

Appointed Officers and Employees Present: Attorney Ron Elton and City Recorder Rachel Wright.

Citizens and Guests Present: Jill Thomas, Shawn Bennett, Colleen Brunson, Jennifer Campbell, Steve West, and Terry Linares.

AGENDA:

A. Consideration of Conditional Use Permit for Grantsville Elementary School.

Attorney Elton stated that the City Council does not typically approve Conditional Use Permit (CUP) applications unless the project is valued over \$250,000.00. If a project is valued over that amount the Council has the right to review the permit and add appropriate terms and conditions. He stated the Planning Commission approved the CUP with certain terms based upon the recommendations made by City Staff.

Steve West was present representing the Tooele County School District. Mr. West reviewed the plan for the proposed Grantsville Elementary. He stated the school design is similar to the Settlement Canyon Elementary School, but that it would have additional classrooms and an additional meeting area. He stated they are going to install curb, gutter and sidewalk on Apple Street, between Park and Center Streets. He stated there may be two more additional classrooms added if the bids allow for them. Councilman Tripp asked if there will be a community room to allow for school programs like has been done in the past. Mr. West stated yes. Mr. West stated the drainage plan will be completed in the future and must be approved by the City's Engineer. He stated the plans need to be approved before the design is completed. He stated there will be a detention pond off of the softball field that will bleed a small amount of water onto the City Street and across Main Street. Councilman Colson asked if the drainage will be kept above ground. Mr. West stated there will be a small amount underground. He stated for safety they like a detention basin instead of a retention basin. Councilman Johnson asked about fencing. Mr. West stated they will have a chain link fence that will be set back in from the trees on Main Street. He stated they like chain link because it makes the area open and subject to observation by the public. Councilman Johnson asked if they are going to upgrade the waterline. Mr. West stated they will loop the waterline as per fire code. He stated they will loop the entire building and have two service lines for fire protection. Councilman Tripp asked about lawn on the northwest corner. Mr. West stated that it will be all grass.

Mayor Marshall stated the school district has been excellent to work with and has incorporated suggestions made by the City Staff. He stated that citizens will continue to have access to the grass area along Main Street for events like the Fourth of July Parade. Mayor Marshall inquired about parking on the north side continuing to the south side. Mr. West stated they are conducting a survey. He stated they may not be able to because of power line poles. Councilman Colson inquired about the total amount of vehicle parking. Mr. West stated there will be 210 parking spots in the main parking lot and along the frontage of the school excepting Park Street, where they would like there to be no parking on the school side of the street. He stated there will be at least three to four times the amount of parking as is available at the old school. Councilman Vera asked about gates. Mr. West stated there will more than likely be a gate put in most vehicular entrances other than the main entrance. Mayor Marshall stated the three way stop sign on Center and Peach Streets will be removed and four way stop signs will be placed at Apple and Center Street.

Motion: Councilman Johnson made motion to approve the Conditional Use Permit for Grantsville Elementary with the conditions imposed by the Planning Commission and consistent with the plan presented to the Council. Councilman Colson seconded the motion. All voted in favor and the motion carried.

1. Presentation from Greater Than One Volunteer Group.

Jill Thomas was present representing the Greater Than One Volunteer Group. She stated she is representing a group of citizens that would like to perform volunteer services to help the City. She gave the City Council members a handout of projects the volunteer group would like to accomplish. She stated the group would like to clean up City streets, parks, common areas and set up community gatherings. She stated they have talked with the Public Works Director about suggestions for projects. She stated they will work closely with City Staff. She stated the group would like to set up a 30 week calendar of projects.

2. Summary Action Items

- a. Approval of Minutes of the February 03, 2010 City Council Meeting.
- b. Approval of Business Licenses (none).
- c. Approval of Bills in the sum of \$90,510.05.
- d. Personnel Matters (none).

Motion: Councilman Tripp made a motion to approve the summary action items. Councilman Colson seconded the motion. All voted in favor and the motion carried.

3. Consideration of renewal of Lease Agreement at J. Rueben Clark Farm.

Attorney Elton stated the current lease agreement for the J. Reuben Clark Farm allows for three one year extensions. He stated the current leasee has one additional

year available subject to the discretion of the Council. Councilman Johnson stated that the lease is beneficial to the City because if someone did not farm the land it then would just be a weed patch.

Motion: Councilman Johnson made a motion to offer to extend the lease agreement for the J. Reuben Clark Farm for an additional year to the current lessee. Councilman Vera seconded the motion. All voted in favor and the motion carried.

4. Consideration of Resolution 2010-02 declaring the day after Thanksgiving as a legal holiday and deleting the personal preference holiday for City employees.

Mayor Marshall stated the City Attorney has included in the packet information of other Cities in Utah that have made the day after Thanksgiving as a City holiday. Attorney Elton stated he attempted to contact the legal departments of these cities that close their city offices on the day after Thanksgiving as a holiday and how they justify taking it off when holidays are defined by Utah Code. He stated the Park City Attorney returned his call and indicated that they have had this holiday in place for over 20 years and that this holiday was not created by ordinance, but was created administratively. Mayor Marshall stated Salt Lake City, as well as other large cities have declared this day as a City holiday. Councilman Tripp stated that if an issue arises then hopefully the larger cities would be challenged. Councilman Vera stated he is concerned because it could be considered a legislative mandate to leave the holidays as is provided by State law. Councilman Castagno stated it should be reserved by the Cities to determine what the holidays are.

Motion: Councilman Colson made a motion to approve Resolution No. 2010-02, a resolution declaring the day after Thanksgiving as a legal holiday for Grantsville City, Utah and amending the Personnel Policies and Procedures manual by deleting the personal preference holiday in exchange for providing the day after Thanksgiving as a paid holiday for full time City employees. Councilman Johnson seconded the motion. Councilman Colson, Tripp, Castagno and Johnson voted in favor of the motion. Councilman Vera voted against the motion. The motion carried.

5. Consideration of Ordinance No. 2010-03 amending the garbage, sewer, water and secondary irrigation assessment late fees and costs and including other technical amendments.

Attorney Elton stated that in the past the City had a late fee of \$5.00, but it was later deleted by the City Council. He stated that the late fee could be considered an administrative expense. He stated State Law for Special Service Districts allows for a \$20.00 late fee. He stated the City Staff has recommended a \$10.00 late fee, interest at 1.5% per month after 60 days and attorney's fees and costs if necessary to collect a delinquency. He stated the proposed ordinance maintains the reconnection fee if water is turned off. Mayor Marshall stated the current utility delinquent list is \$34,000.00. Councilman Vera asked if there is a grace period. Attorney Elton stated

there was. Attorney Elton stated the Mayor or his designee may waive or defer delinquent charges if he or she determines that there is good cause.

Motion: Councilman Castagno made a motion to approve Ordinance No. 2010-03, an ordinance amending the garbage, sewer, water and secondary water irrigation assessment and delinquency provisions of the Grantsville City Code and by making other technical amendments. Councilman Vera seconded the motion. All voted in favor and the motion carried.

6. Consideration of hiring front desk clerk and approval of job description.

Mayor Marshall stated that he has had Robin from the Public Works Department working the front desk for four hours a day and the other half of the day is covered by shifts from other City Hall staff. He stated the main issue is that some of the City Hall staff is putting in 90 plus hours a pay period because of the City office being short staffed. He stated the proposal is for a full-time clerk who would handle all of the front desk responsibilities, including accounts payable and licensing. He stated the Finance Director has indicated that 80% of these wages could be paid from the water, sewer and garbage funds since majority of their responsibilities are related to these activities. Attorney Elton stated that in the past \$100,000.00 was allocated from the water, sewer and garbage funds to support the general fund. He stated that in the current budget this allocation was deleted and now the sewer and water funds are strong. Councilman Castagno stated it is a legitimate expense for this position to be paid out of the utility funds. Councilman Johnson stated that he was originally thinking that a part-time position may work, but since he has observed the volume of traffic and work at the front desk he believes a full time position may be necessary. He stated that if a majority of the funding for this position will not come from the general fund he would be in support of hiring for this position. Councilman Tripp stated he is reluctant to approve the position with the new budget just around the corner. Mayor Marshall stated that current revenue is better than was projected. Councilman Vera stated the budget was cut to be balanced. He stated that the City offices have been cut to the point where the City is now bleeding. He stated that the issue is necessity, is the Clerk position necessary to the overall City function. Councilman Tripp stated that is the nature of salaried employees. He stated he often works 50 hours a week. Councilman Vera stated he also has put in long hours at his job but he was well compensated. He stated that if the employees continue putting in long hours the City could lose key personnel. He stated that the position needs to be filled. Councilman Tripp stated that more cuts may need to be made during the next budget. Councilman Vera stated that if at budget time possible cuts need to be made then all departments and employees need to be evaluated and looked at. He stated the issue at hand is whether the clerk position is needed. He stated it is a vital position. Mayor Marshall stated that City Hall previously had three clerks. Two of them filled the open Court Clerk positions and one employee quit. He stated City Hall does get a lot of traffic. He stated that he will continue to watch the budget. Councilman Colson stated that he looked over the budget and the City is on the positive side in all the

budget areas. Councilman Tripp stated that if a person is hired it should only be a part-time position. Councilman Vera stated that the City needs someone that will be with the City long-term. He stated that the training of new employees is time consuming and is inefficient when the City spends time to retrain employees for a position. He stated that in the audit report certain employees are not supposed to be handling cash, but that with the current sharing of the duties of this position many employees have access to money. He stated that currently there are too many hands in the cash till. Councilman Colson stated that in the past there was not a captain scrutinizing the budget. He stated that with the new full-time Mayor that has changed. Mayor Marshall indicated that he will continue directing the department heads to only conduct necessary spending.

Motion: Councilman Castagno made a motion to approve the new Clerk II job description for the front desk and authorize the hiring of a full time front desk clerk to fill this position. Councilman Vera seconded the motion. Council Members Castagno, Vera, Colson, and Johnson voted in favor of the motion. Councilman Tripp voted against the motion. The motion carried.

7. Council Information Updates.

Mayor Marshall stated that the M-5 Development Agreement will be on the next agenda. He stated that a complete review of the City property has been accomplished for the City's insurance company. He stated that the City Emergency Plan has been updated with names and phone numbers. He stated the plan is located in front of his desk. He stated the Census is getting ready to start and Census information will be placed on the water bill. He stated he met with Greenbox Recycling to see about recycling materials. He stated the cost would be \$90 a trip, which is probably cost prohibitive. He stated he has had meetings regarding the Deseret Peak Water Agreement. He stated the calculations are nearly complete and that he would present them to the City Council prior to meeting with Tooele County. He stated that the Agreement is getting close to be presented to the Tooele County Commissioners and the City Council. He stated the City has purchased time clocks and hourly employees will be required to clock in effective as of February 23, 2010. He stated that at the last Council of Governments meeting it was discussed to move the Tooele County Planning and Zoning Meeting to the fourth Tuesday of the month to allow City officials to attend these meetings. He stated that currently the meeting is being held the first Wednesday of the month. He stated that the City is working on preparing a project list to apply for Community Development Block Grants. He stated that currently the only item on the list is the Grantsville Senior Center. He stated that he is going to attend a meeting on a proposed new commercial project that could be worth 70 million dollars. He stated that the first draft of a proposed annexation policy plan has been submitted to the Planning Commission and they have put it out for comment from affected entities. He stated the Utah League of Cities and Towns Conference conflicts with the April City Council meeting. He asked if the council

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would consider changing the first April meeting to March 31, 2010. The Council members all indicated that a change in meeting times would be appropriate.

Councilman Tripp stated that the EPA has discontinued certain larva treatment for mosquitoes.

Councilman Johnson inquired about the moving of the City Library. Mayor Marshall stated there is a meeting scheduled for February 26th at 4:00 p.m. with Superintendent Terry Linares to discuss moving the Library to the Grantsville High School.

8. Adjourn.

Motion: Councilman Colson made a motion to adjourn. Councilman Johnson seconded the motion. All voted in favor and the meeting officially adjourned at 8:27 p.m.