

Approved

MINUTES OF THE REGULAR MEETING OF THE GRANTSVILLE CITY COUNCIL, HELD ON JANUARY 4, 2012 AT THE GRANTSVILLE CITY HALL, 429 EAST MAIN STREET, GRANTSVILLE, UTAH. THE MEETING BEGAN AT 7:00 P.M.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE.

Mayor and Council Members Present: Mayor Brent Marshall and Council Members Mike Colson, Mike Johnson, James Vera, Scott Stice and Neil Critchlow.

Appointed Officers and Employees Present: City Attorney Joel Linares, Finance Director Tom Hammond, Public Works Director Joel Kertamus and City Recorder Rachel Wright.

Citizens and Guests Present: Sheldon Riches, Kent Liddiard and Colleen Brunson. Mayor Marshall welcomed Scout Troop 3378 to the meeting.

Mayor Marshall asked the audience to join him in the Pledge of Allegiance.

PUBLIC HEARING:

a. Proposed amendment to the compensation of the Grantsville City Attorney.

Mayor Marshall opened the public hearing to receive comments on the proposed amendment to the Grantsville City Attorney compensation. No comments were offered and the Mayor closed the public hearing.

AGENDA:

1. Youth Awards:

Mayor Marshall announced that the youth recognition awards had been cancelled.

2. Summary Action Items:

- a. Approval of Minutes of the December 15, 2011 City Council Meeting.
- b. Approval of Bills in the sum of \$143,284.79.
- c. Personnel Matters: approval of revised job descriptions for the Finance Director and the City Recorder.

Mayor Marshall stated that he is going to review all the department head job descriptions and his goal is to have all the job descriptions completed by the end of the quarter.

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

3. Discussion of providing senior living at property that adjoins the Carriage Crossing Subdivision. (Doug Young):

Doug Young was present. He stated that his company owns the Carriage Crossing Subdivision and has bought the land that adjoins the subdivision. He stated that he is looking at designing a senior living community for the property adjoining Carriage Crossing. He stated that he met with the Planning Commission where it was suggested to look at an overall senior community campus. He stated that the property consists of 13 acres. He stated that when they held the Parade of Homes at Carriage Crossing there were a lot of people over the age of 55 years old that are looking for something with little to no maintenance. He commented that they would design an upscale community, that it would not be a subsidized community. He stated that it will be around a 20-25 million dollar investment. He stated that they are looking at featuring an active adult living section with a dining area, cooking facilities, exercise facilities and meeting areas. He stated that they would donate property for a new senior center for the future as well as have an assisted living section. He stated that they are looking at a 10-15 year plan. He commented that most people do not want to move out of their homes, but there becomes a time in a person's life that they may need assistance or help. Councilman Johnson asked if the units would be leased, owned or managed by a home owners association. Mr. Young stated they are still discussing this area. He stated they are looking at either leasing the units or having a home owners association manage them. He stated the facility that they could sell would be the country living section. Councilman Vera inquired about fencing. Mr. Young stated that it wouldn't be a gated community, but it would tie into the Carriage Crossing Subdivision. He stated that they are looking to name the subdivision Legacy Crossing. He stated that it will also have trail systems. He commented that it will take months to work through all the details of the project. Councilman Critchlow inquired about parking. Mr. Young stated there will be parking available throughout the subdivision. He stated they will have the same streets as the Carriage Crossing Subdivision. Councilman Johnson commented that many elderly people have RVs. He inquired if there will be parking available for RVs. Mr. Young stated that RV parking is a challenge. He remarked that they are not looking at having RV parking available in the subdivision, but they would hope that there would be some storage areas that would be available for storing the RVs. Mr. Young stated that they are planning to have 1 car garages in the country living units as well as a backyard. Mayor Marshall inquired about the upkeep of the subdivision. He asked if it will be done internally. Mr. Young stated yes it would that they would hire someone to make sure everything was functioning and running properly. He stated that they would manage the entire property. Mr. Young stated that majority of the buildings would be one story. He stated only the middle section would be two stories. He commented that he would take the City officials and staff on a tour of similar facilities if they were interested. Councilman Johnson asked what a typical monthly cost would be. Mr. Young remarked that it would be around \$700.00 a month for the country living units. He commented that majority of the current senior facilities seek subsidize housing which go for the bare minimum. He stated they are not looking to do this, but have a nice subdivision that offers many amenities. Councilman Colson asked how many units they were looking at for the subdivision. Mr. Young stated that they have 13 acres and are looking at close to 200 beds. He stated that with senior living they look at beds not density. Councilman Johnson inquired about phasing. Mr. Young stated they still need to do more studies on the best way to phase the project. He stated the demand would evaluate the phasing process. Councilman Vera stated that there will need to be good traffic planning for delivery trucks. Councilman Critchlow stated that the back fences are going to be bordering neighbors of Carriage Crossing. Mr. Young stated that they will be 1 story houses and the back yards will be planted with trees along the border. Mr. Young stated that as they refine the subdivision they will hold meetings with residents of Carriage

Crossing to get input from the surrounding neighbors. Councilman Vera commented that he likes the concept, all the council members agreed. Mr. Young expressed appreciation to the Council and Mayor for their feedback and allowing him to present the idea.

4. Consideration of professional accounting services:

Finance Director Tom Hammond was present. He handed out a chart showing the amount the City had spent in the last 14 years on accounting services. He stated that the costs continued to go higher from 2003-2009 then the City went out for bid in 2010 and received a lower cost to perform the City's audit. He stated that the previous audit firm bid the audit services at a regular fee, but later found out that the books were a mess so they had to perform a lot of adjustments and yearend closeouts so they started billing the City for work they had to perform which made the costs that the City was paying increase. He stated that the auditors should only be doing a few adjustments, but they were crossing that line of being independent. He stated that they had an impact on the financial statements. He stated the system seemed to be broke at that point, but the City continued to pay and the audit firm kept fixing the books. He stated that when the City rebid the auditing contract the price went down. The bid was awarded to Jensen and Keddington. He stated that while performing the last year audit it was discussed that there are still a lot of things that need to be done. Finance Director Hammond remarked that he does not have the time to do some of the things that are needed to be done and does not know how to do some of the things needed to be done either. He stated he asked Gary Keddington where the imaginary line is for an audit firm to be jeopardizing their independence. Mr. Keddington stated they were already over that line and could not continue with his firm performing accounting services for the City. Finance Director Hammond stated there are only two options. The first is to ignore that the auditing firms are crossing the line of becoming independent and continue paying them. The second option would be to hire someone to help with the accounting services. He stated that Mr. Keddington was not willing to continue because it could jeopardize his accounting firm. Finance Director Hammond stated that Mr. Keddington has proposed to contract with the City to help with the accounting needs of the City. He stated that he would help with the bank reconciliations, yearend closeouts, and prepare the City for the audit as well as provide backup service to payroll. Finance Director Hammond stated that the City would have to hire a new auditing firm to perform the audit. He stated that Mr. Keddington has offered to help with the accounting for \$1,800.00 a month which would be \$21,600.00 a year. He commented that Mr. Keddington will be on the City's side and if he sees that things are being done wrong he can be the bad guy and make suggestions on how to fix the problems. He stated that Mr. Keddington thinks that the City could get a CPA audit firm to perform the audit for less than \$15,000.00 and he would be here to assist the auditors. Mayor Marshall stated that the plan is not to have the Finance Director just sit back and let Mr. Keddington do the work, but get him trained as well as get the City caught up to where it needs to be. He stated the proposal will allow Mr. Keddington to do the financial adjustments, work on internal controls and prepare for the audit as well as be a backup to the Finance Director. He commented that government accounting is not easy that it is different than accounting that is done in the private industry. Councilman Johnson stated that Mr. Keddington does the accounting for other cities as well. He stated that he will be contracted so the City will not have to pay benefits. Councilman Colson inquired about the amount of time Mr. Keddington will put in. Finance Director Hammond stated that there is a list of things to do. He stated that he will put in at least 11 hours a month. Mayor Marshall stated that it is a fact that the City has an aging workforce that people need to get trained so that there are qualified people to take the positions of those that retire. He stated there is a learning curve. Councilman Johnson asked how contracting with Jensen and Keddington would affect the budget. Mayor Marshall

stated that there is funding available in the professional services budget. Finance Director asked the Council to consider contracting with Jensen and Keddington for 6 months. Councilman Critchlow stated that it is very important to keep good track of the City's money. Finance Director Hammond stated that Mr. Keddington did mention that he would be willing to go to \$1,650.00 a month to keep the rate under \$20,000.00 a year. Finance Director Hammond stated that the City will get its money worth with Mr. Keddington. He stated that the fee will cover mileage as well. He stated that Gary Keddington spent about 6-7 months with him when he first started to help train him and only charged the City \$50.00 an hour. He stated that Mr. Keddington is very fair and has the wellbeing of the City in mind. Councilman Colson asked how long the City would need Mr. Keddington to help with the accounting and train staff. Finance Director Hammond stated maybe 1 to 2 years. Councilman Johnson stated the reality is the City is going to have to hire someone eventually. He stated that he believes the City is getting its money worth if a yearly contract is made with Mr. Keddington. Mayor Marshall commented that Mr. Keddington is a perfectionist and wants to see the City's books done correctly. He stated the audit was by far better than the previous year. Councilman Colson stated that he would like to see a plan for cross training. Councilman Colson commented that he would also like to see a software program so that document searches can be done. Mayor Marshall stated that the City's accounting program was recently updated.

Motion: Councilman Vera made a motion to approve the professional accounting service with Gary Keddington in the amount of \$1,650.00 per month for a one year contract with authorizing the Mayor to sign the contract. Councilman Critchlow seconded the motion. All voted in favor and the motion carried.

5. Consideration of approval and specifications and authorization to purchase a service truck for the public works department.

Public Works Director Joel Kertamus was present. He stated the request is to replace a service truck at the public works department. He stated that he budgeted \$36,000.00 for a new service truck in the current budget. He stated the price for the truck is \$31,293.33 with the funding coming out of the sewer and water capital facility funds. He stated it will be replacing a 1994 service truck which will be declared surplus at a later date.

Motion: Councilman Johnson made a motion to approve the specifications as presented for a Ford F-350 service truck and to authorize the purchase of this truck. Councilman Colson seconded the motion. All voted in favor and the motion carried.

6. Consideration of Resolution 2012-01 appointing a City Council Member to the Tooele Valley Mosquito Abatement Board.

Mayor Marshall nominated Councilman Scott Stice to be the City Council representative for the Tooele Valley Mosquito Abatement Board. Councilman Stice accepted the nomination.

Motion: Councilman Colson made a motion to approve Resolution 2012-01, a resolution appointing Scott Stice to serve as a member of the board of trustees of the Tooele Valley Mosquito Abatement District. Councilman Vera seconded the motion. All voted in favor and the motion carried.

7. Consideration of Ordinance 2012-01 amending the compensation of the City Attorney.

Mayor Marshall stated that if the compensation for the City Attorney was not amended then the new City Attorney would be entitled to the compensation that Attorney Elton had. He stated that the ordinance amends the compensation.

Motion: Councilman Vera made a motion to approve Ordinance 2012-01, an ordinance amending the compensation of the City Attorney of Grantsville City, Utah. Councilman Colson seconded the motion. All voted in favor and the motion carried.

8. Council Member Assignments:

Mayor Marshall asked the Council Members to have the following administrative assignments:

- Councilman Scott Stice Cemetery and Tooele Valley Mosquito Abatement.
- Councilman Neil Critchlow Planning Commission City Council Liaison and 4th of July Flag Raising Ceremony.
- Councilman Johnson Capital Projects and Street Repairs.
- Councilman Vera Tooele County Board of Health Representative and Utah State University Representative.
- Councilman Colson Parks and Recreation.

9. Mayor and Council Reports:

Mayor Marshall announced that he met with Dr. Gary Straquadine with Utah State University concerning the costs associated with the library. Dr. Straquadine indicated that he has some discretionary funds that could be used to cover the Utah State University costs for wiring conduit and putting in equipment that is needed so that classes could be taught in the library. He stated that he met with the Tooele County Commissioners and the Tooele County Sheriff with Police Chief Dan Johnson and City Attorney Joel Linares concerning the increase in dispatch fees for the police and fire departments. He commented that he also met with Mayor Dunlavy about preparing a letter to present to Tooele County. He announced that he met with Matt Hilderman with Tooele County Planning and Zoning about the Miller Motorsports Park. He told Mr. Hilderman that he does not want the City's culinary water being used for dust control. He announced that he met with Tooele County Engineer Vern Loveless about the City's FEMA reimbursement. He stated that he also had a discussion about this year's snow pack and flood control measures. He stated that he attended the Tooele Chamber Board of Directors meeting. He stated the legislature breakfast was cancelled because of conflict with the legislators' schedules. He stated that he met with a resident concerning a cancer act by the federal government. He commented that he made contact with Senator Lee's office and had them get in contact with the resident so paperwork could be filed. He stated that the City received a credit from the City's health care insurance PEHP for \$4,596.00.

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Councilman Stice stated that he is looking forward to working with all the City Council Members and Mayor. He stated he will keep the City posted on the happenings at the Tooele Valley Mosquito Abatement meetings.

Councilman Critchlow expressed appreciation to Todd Castagno and Tom Tripp for their efforts as City Councilmen. He stated that he also appreciates the opportunity to serve. He expressed concern with a construction company putting up signs at Center and Park Street indicating to cross the street at Main Street, but there isn't a crosswalk at Main Street. He stated that he is concerned about safety. Mayor Marshall commented that he would look into the issue.

Councilman Vera welcomed the new Councilmen and City Attorney. He stated that the Tooele County Board of Health board members are working to develop an overall plan for Tooele County. He stated that he talked to Gary Keddington about how to resolve the findings from the City's audit report. He stated the City may want to consider hiring an extra person to fill in and perform some secretarial roles.

Councilman Colson and Johnson also welcomed the new Councilmen and City Attorney. Councilman Johnson expressed concern with the possible flooding conditions for the upcoming year. Mayor Marshall stated that the City is going to be keeping an eye on the flooding concerns and is going to prepare for possible flooding.

10. Adjourn.

Motion: Councilman Stice made a motion to adjourn. Councilman Vera seconded the motion. The meeting officially adjourned at 8:45 p.m.