

Approved

MINUTES OF THE REGULAR MEETING OF THE GRANTSVILLE CITY COUNCIL, HELD ON JANUARY 16, 2013 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 Johnson, Mike Colson, Tom Tripp, Scott Stice, and Neil Critchlow.

Appointed Officers and Employees Present: City Attorney Joel Linares, Nancy Carter, Linamarie Johnson and City Recorder Christine Webb.

Citizens and Guests Present: Gerald Hill, Barbara Grygierczyk, Rebekah Whitelock, Kent Liddiard, KennaRae Arave, Colleen Brunson, Lauralyn Brunson, Casey Jones and Lisa Christensen.

Mayor Marshall welcomed Scout Troop 1370 and asked Carter Parks to lead the audience in the pledge.

AGENDA:

1. Youth Awards.

The following students were recognized for their accomplishments and were awarded certificates and gifts by the Mayor and City Council:

- Richard Jorgensen
- Brodie Jones
- Houstin Schroff
- Charlotte Johnson
- Julie Curtis
- Makinze VanWyck

2. Summary Action Items:

- a. Approval of Minutes of the January 2, 2013 City Council meeting.
- b. Approval of Bills in the sum of \$482,809.68.
- c. Personnel Matters. Two Grantsville City Police Officers have ended their probationary status and are due for an increase in compensation.

Motion: Councilman Colson made a motion to approve the summary action items which also includes the end of probation increase for the two officers. Councilman Critchlow seconded the motion. All voted in favor and the motion carried.

3. Consideration of Ordinance 2013-03 amending the compensation of the City Recorder.

Mayor Marshall presented Ordinance 2013-03. No comments were made.

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Motion: Councilman Tripp made a motion to approve Ordinance 2013-03, an ordinance amending the compensation for the City Recorder of Grantsville City, Utah. Councilman Johnson seconded the motion. All voted in favor and the motion carried.

4. Consideration of Ordinance 2013-04 creating the policy and procedures to allow Grantsville City to conclude the financial business day at four o'clock p.m. (4:00 p.m.).

Mayor Marshall explained this ordinance will allow Grantsville City to conclude business at 4:00 p.m. He stated this does not mean that City Hall will close early. City Hall will continue to be open until 5:00 p.m. He explained the tills will close at 4:00 and all payments received after that time will be credited to the next day.

Attorney Linares stated two things were taken into consideration when drafting this ordinance. The first consideration was the clerks who are counting down the till will be able to leave at 5:00 p.m. At the present time they are working late which is causing comp time and overtime. The second consideration was not penalizing the public for paying after 4:00 by crediting the payment to the next day's transactions. He explained any payment made after 4:00 p.m. but prior to being due will not be considered late and will not be assessed a late fee.

It was discussed that if this does not work, the City can go back to the way it is being done currently.

Motion: Councilman Johnson made a motion to adopt Ordinance 2013- 04 creating the policy and procedures to allow Grantsville City to conclude the financial business day at four o'clock p.m. Councilman Stice seconded the motion. All voted in favor and the motion carried.

5. Consideration of the RFP for the recycling program.

Mayor Marshall stated there are some changes he would like to see made to this RFP. He discussed those changes. Some of which were the term sanitation management being changed to the maintenance department, the first date of collection and the price adjustment for fuel costs. The council members discussed the length of the term of the contract and asked that the bid be changed to request several different lengths of terms for the proposals. This will be an opt-out program and citizens will be given information to opt-out through the Mayor's newsletter, it will be posted on the bulletin board, on the city's website and published in the newspaper. Concerns were expressed about citizens being issued a can and then stating they were not aware of the program and do not wish to participate. Mayor Marshall explained they can still opt-out by providing written notice to the contractor.

Motion: Councilman Stice made a motion to accept the RFP for the recycling program and set out for bid. Councilman Tripp seconded the motion on the basis of certain amendments proposed by the Mayor. All voted in favor and the motion carried.

6. Consideration of a contract between Grantsville City and Utah State University Business Resource Program.

Mayor Marshall stated this is the contract which was approved at the December 5, 2012 City Council meeting.

Motion: Councilman Tripp made a motion to approve the co-operative agreement to authorize the City to enter into a contract with the small business development center. Councilman Colson seconded the motion. Councilman Stice commented he likes that there will be quarterly reports. All voted in favor and the motion carried.

7. Consideration of the amended Facilities Use Agreement between Grantsville City and Utah State University.

Mayor Marshall stated this is the Facilities Use Agreement with Utah State University with an Agreement Addendum which deletes the time stated in the original agreement.

Motion: Councilman Critchlow made a motion to approve the contract for the Facilities Use Agreement between Grantsville City and Utah State University. Councilman Johnson seconded the motion. All voted in favor and the motion carried.

8. Consideration and Approval of the Library Board.

Mayor Marshall presented the following names for approval to the Library Board:

- Marilyn Grua
- Char Warner
- Marla Atkinson
- Margene Dudley
- Sylvan Jacobson

Councilman Stice inquired about the five member board and how the council representative will be involved. The Mayor stated the council representative will act as a liaison and it will be like the Planning and Zoning Commission. Mayor Marshall stated there were nine very qualified applicants and interviews were conducted.

Motion: Councilman Critchlow made a motion to accept the five names presented for the library board. The motion was seconded by Councilman Stice. Councilman Colson expressed appreciation for those who applied. Mayor Marshall stated it was a close race and that he will be retaining the other names in the event the others may be unable to fulfill their term. All voted in favor and the motion carried.

9. Consideration of approval for software program for the library.

Mayor Marshall stated we have received three different bids for the software program for the library. The Symphony Program is the preferred program. It is the program which was used in the library and staff is familiar with it. The Mayor explained if this is approved tonight, the program can be in use by February 25th. Mayor Marshall said the program is a cloud system monitored from Utah County so no information is stored in house. He reported the Symphony System costs just under \$20,000 and is between the other two bids. The system with the lowest bid cannot be put into use for five to six months from the time of approval which would delay the opening the library.

Councilman Stice asked about the training on the Symphony Program. Mayor Marshall said some of the training will be done online and some will be on site. Linamarie Johnson stated there are aspects to the program she and Nancy Carter are unfamiliar with and will need training. Ms. Johnson explained any new staff will also require training.

Mayor Marshall reported there is an enriched content system which is for the patrons attempting to locate a certain book. He stated they looked into eliminating the enriched content system but the developer said it does not amount to a significant savings so it has been left in the system. Mayor Marshall explained upgrades are done by the company with no additional costs. He stated we will need a barcode scanner, a label maker for the circulation desk and a thermal printer for receipts. The thermal printer will not be needed immediately. The agreement includes the maintenance of the contract.

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The agreement is for a seven year contract. The yearly maintenance fee was discussed and Mayor Marshall explained that if the enriched content system is not needed, we can eliminate it and be credited for that system. Councilman Tripp commented on the fact there is no escape clause. Councilman Stice inquired about the number of books we will be licensed for listed as 7,500 and if that is correct. Ms. Johnson explained concerns she has in this regard. Councilman Stice asked how many books we have. Mayor Marshall said we had somewhere near 23,000. Ms. Johnson stated that would be items, which includes more than just books. She stated Symphony Dynix told her they are just getting an idea and it is not affecting the price. Councilman Stice asked if we do more, will we need to pay more. It was decided Mr. Linares will call to clarify costs of circulation and licensing fee.

Motion: Councilman Tripp made a motion to direct the Mayor to execute a contract with Symphony after clarifying the Other Terms section on page seven that they have no material effect being less than \$500 additional per year. Councilman Stice seconded the motion. All voted in favor and the motion carried.

10. Consideration of amending the height restriction of cemetery monuments.

Mayor Marshall stated an individual has asked to have the height restriction amended or to receive a waiver to place a monument which exceeds the 36 inch height restriction of cemetery monuments. Mayor Marshall has discussed the situation with the maintenance department. The restriction is in place so the backhoe can be used to for new burials without causing damage to headstones. The City has drafted a waiver stating if a monument has to be moved, the cost incurred would be the responsibility of the owner.

Kevin Hall addressed the City Council. He stated that he wished to create a monument for his daughter's grave and then found out he exceeded the height restriction. He explained both plots on either side are occupied and there should not be a need to dig over the monument. Mr. Hall asked for consideration to either amend the ordinance or provide a waiver allowing him to pay for any costs associated with moving it.

The City Council discussed the options for addressing the height restriction, amendments, waivers and variances. Councilman Johnson suggested looking into the purchase of a mini track hoe during budget time for the maintenance department which would potentially eliminate the restriction.

Motion: Councilman Johnson made a motion to approve amending the ordinance to provide a means for variance from the City Council but leaving the original restriction of 36 inches. Councilman Stice seconded the motion. All voted in favor and the motion carried.

Motion: Councilman Critchlow made a motion to grant Kevin Hall a variance on the monument for his daughter. Councilman Colson seconded the motion. All voted in favor and the motion carried.

11. Consideration of library issues.

Mayor Marshall updated the City Council on the construction of the library. He reported the light pole at the west corner of the library is not plumb. The Mayor stated we will hold back \$1,500 until it is corrected this spring. Councilman Colson and Councilman Johnson agreed they would hold back \$2,500. Mayor Marshall said the east and west ends of the building are supposed to have four foot (4') ceiling lights but there aren't any four foot (4') lights. They are ordered but will not be delivered for four (4) weeks. There is a possibility that we can use some of the extra eight foot (8') lights in their place. Mayor Marshall explained there is an additional \$1,050 cost for the vertical glass door locks for the different lock mechanism for the door. We do not have a cost for the actuator for the ADA door. We do have a credit for the light in the bathroom which was supposed to be a chandelier but is not. The solar connection has not been connected. The glazed glass between the work area and the collections area will have a modified seal. Wednesday, January 22nd should be the last construction meeting with work being done on the items needing correction. There is a water leak on the City's side of the water line which will be

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worked on Thursday. The maintenance walk through and training is scheduled for January 24th and 25th with the contractors. The cloud ceiling for the teen area will not be here until mid to late March. The contractors plan to install it when the library is closed so they will not interrupt service. The tentative date set for opening the library is March 29th. Mayor Marshall reported that we have had many citizens state they are willing to volunteer to help set up the library by putting books on shelves. The shelving is scheduled to arrive the first of next month. The Mayor would like to start planning for a dedication. He said we have not done the donation wall and asked how the council members felt about presenting donors with a plaque for right now. Mayor Marshall invited the councilmen to attend the walk through on Wednesday at 11:00 a.m. He explained there are ongoing issues such as the siding and the irrigation system are not complete. Money has been set aside for the irrigation system.

12. Consideration and approval of new firemen.

The following names were presented for consideration and approval:

- Nathan Johnson
- Brad Deleeuw
- Steve Stone
- Sherrienne Travis
- Kyle Olsen
- Jacob Critchlow
- Sam Addinston
- Joel Abplanalp

Mayor Marshall explained the fire department is replacing some vacancies. The number of firemen will stay the same. Councilman Critchlow stated the new firemen have agreed to attend training to become Fire Fighter 1 certified. Mayor Marshall said Fire Fighter 1 is not an easy course and it has a tendency to weed some out. Councilman Critchlow reported there was a name missing from the list. Mayor Marshall asked if he had passed the background check.

Motion: Councilman Critchlow made a motion to approve the names for the fire department listed with the addition of Justin Sine pending his background check. Councilman Tripp seconded the motion. All voted in favor and the motion carried.

13. Declaration of surplus property, method of disposition and removal of the 1996 Ford F-350 from the surplus property.

Mayor Marshall stated the surplus items are a 2000 Chevy one ton dump truck and approximately twenty three (23) phones. He said the maintenance department would like to remove the 1996 Ford F-350 from the surplus list. Councilman Tripp asked if the truck is truly surplus or if it will need to be replaced at the next budget. Mayor Marshall answered it will need to be replaced.

Motion: Councilman Johnson made a motion to approve the surplus property as stated. The motion was seconded by Councilman Colson. All voted in favor and the motion carried.

14. Matters for review.

Attorney Linares explained this agenda item will be added to future agendas when we have pending contracts for future consideration and ordinances still being drafted. This will give council members the opportunity to be

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prepared for future matters. In the future, when we have items for review we will provide a specific list of things on that agenda item.

Mayor Marshall announced copies of the Capital Facilities Plan and Impact Fee Analysis Draft were in his office and the council members could pick up a copy to read through.

15. Mayor and Council Reports.

Mayor Marshall attended the Rocky Mountain Power Task Force meeting to discuss looking at areas for the location of substations and what requirements communities ask of the power company. He said they talked about the substation just west of the cemetery and options to shield the substation. The city would be required to pay for the changes unless the power company needed to make an upgrade. He attended the library construction meeting where they looked at the schedule for completion with the money being held back because some projects cannot be completed until the weather changes. The recovery rights meeting on Quirk Street was cancelled by Mr. Johnson. It will be rescheduled. The Mayor attended the Oath of Office for the new County Commissioner, Shawn Milne. Mayor Marshall welcomed Commissioner Milne to the meeting and expressed appreciation for his attendance.

Mayor Marshall attended a meeting put on by Energy Solutions. The new owner is Energy Capital Company. The CEO, David Lockwood, told those in attendance this sale was a good move for the company and they still plan to be a good corporate citizen. Mayor Marshall attended the county legislative breakfast where he met with our representatives. They had a good discussion about the bills we have on the hill this year. The Mayor commented on bills we have this year. Everyone agreed to support all of the bills from each municipality as they benefit all of our communities.

The Mayor reminded everyone the Chamber Awards Banquet is scheduled for February 2nd at the Community Learning Center at 7:00 p.m. Mayor Marshall asked the councilmen to let him know if they are interested in attending. He attended a meeting with Leonard Tayon, our CERT coordinator. Mayor Marshall had Attorney Linares review the consent waiver, release agreement and application to volunteer. The CERT program has a training exercise scheduled for February 23rd from 7:00 a.m. to 5:30 p.m. The Mayor made arrangements for some supplies for the training exercise. They also discussed the Quirk Street Recovery Rights and how they are figured for residents.

Mayor Marshall attended the library construction meeting with the architects and Interwest Construction. They are hoping for substantial completion on the 23rd of January. The Mayor stated he provided information on a FEMA Grant for SCBAs the City has been awarded. The Grant is for \$42,000. This will bring the SCBAs up to the standard they need to be at. It is for eight (8) SCBAs. Our cost is five percent (5%) which amounts to \$2,120.00. LN Curtis will give us an invoice and we will submit the invoice. We will not take delivery until the money has been issued to us.

Motion: Councilman Stice made a motion to accept the bid on the SCBAs of \$2,113.60. Councilman Critchlow seconded the motion. Councilman Johnson asked if the \$2,113.60 was budgeted for. Mayor Marshall answered that it has been. All voted in favor and the motion carried.

Mayor Marshall said there is a UTA bus route meeting tomorrow night at City Hall from 5:30 p.m. – 7:30 p.m. UTA would like to eliminate some of the bus routes. They are looking at the F401 bus route which is a commuter bus that travels from Grantsville to Stansbury to Tooele throughout the day. He stated UTA had talked about eliminating the route altogether but has since said they are not going to completely eliminate the route. He thanked Lisa Christensen for the article she wrote for the Transcript.

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Mayor Marshall stated there is training at Tooele City Hall for management on February 13th from 9:30 a.m. until noon. Tooele City has invited us to attend. He needs to provide a number of those that will attend. He told Tooele City that we will provide refreshments. The Mayor stated he provided the City Council with copies of letters he has received asking for donations from citizens. Grantsville Junior High is having Reality Town on February 1st from noon until 2:00 p.m. He encouraged the councilmen to attend. Those who have attended reported it is fun.

Councilman Stice had the mosquito meeting last week where he was voted in as vice chair with the understanding the vice chair will become the chair next year. He stated in the last week he has had a lot of people tell him how much they appreciate Mayor Marshall. The Mayor said Lisa Christensen did a good job on the article.

Councilman Critchlow stated the Planning and Zoning Meeting was cancelled this month due to lack of an agenda.

Councilman Tripp asked if we are waiting to begin the search for a librarian until we have the library board operating. Mayor Marshall stated we can start advertising for the position. Attorney Linares inquired what requirements the council has for the librarian. Mr. Linares was asked to draft the requirements and go from there. Councilman Tripp commented on the Mayor's Youth Awards and the personnel evaluations. Councilman Tripp stated the County Board of Health meeting was rescheduled from January 22nd to January 29th at 7:00 p.m. and with that move, he will not be able to attend. He asked if anyone else would be able to attend in his place.

Councilman Colson stated he could attend Reality Town and requested that Councilman Johnson attend as well.

Councilman Johnson reported he has received complaints on pot holes already. He also congratulated Mayor Marshall on being Man of the Year.

City Recorder Webb reported on the progress of the business license renewals.

Attorney Linares reported he contacted Reckitt. They stated they are waiting on word from New Jersey and will contact him when they receive it. He calls them daily and is still waiting to hear from them. He stated with the Impact Fee Study in place, he will try some other tactics to get things moving. Mr. Linares reported the completion of the resolution and ordinances passed at the last City Council Meeting and drafted the ordinances presented at tonight's meeting. He sent out three telephone bids for the IT Contract for the library. He received a GRAMA request from KSL for information on traffic school. He drafted the RFP for the recycling program, reviewed the items for the agenda and attended several meetings on the cemetery height restriction and drafted the waiver.

Mr. Linares attended meetings and the walk through on the library, phone bids for the software and prepared the library board of director's interview material and attended the interviews. He stated we have five great people for the library board and even the people not chosen would have been excellent. Mr. Linares reported Mike Haycock, Grantsville City Building Official, did a lot of the work on the library software phone bids while Mr. Linares was out of town. The two spent time on the phone working out the details.

Mayor Marshall asked if there were any comments from the public.

Rebekah Whitelock expressed concerns about the underage drinking in our community. She asked if there are any programs available besides juvenile detention. Councilman Stice recommended she talk to Judge Butcher. He is a good resource and would be helpful. She stated she lives at 107 S. Hale Street and the road looks lovely now it is completed. She reported there are a few pot holes and the street next to the curb and gutter is coming up in front of her house. Mayor Marshall stated there is still contingency money for repairs. Ms. Whitelock expressed appreciation for the city leaders and congratulated the Mayor.

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16. Adjourn.

Motion: Councilman Stice made a motion to adjourn. Councilman Critchlow seconded the motion. All voted in favor and the meeting was adjourned at 9:01 p.m.