

Approved

**MINUTES OF THE REGULAR MEETING OF THE GRANTSVILLE CITY COUNCIL, HELD ON MAY 1, 2019 AT THE GRANTSVILLE CITY HALL, 429 EAST MAIN STREET, GRANTSVILLE, UTAH. THE MEETING BEGAN AT 7:00 P.M.**

**Mayor and Council Members Present:**

Mayor Brent Marshall

Jewel Allen

Neil Critchlow

Jeff Hutchins

Krista Sparks

Scott Stice

**Appointed Officers and Employees Present:**

Christine Webb, City Recorder

Brett Coombs, City Attorney

Jacob Enslin, Police Department

Jesse Wilson, Human Resources/Treasurer

James Waltz, Public Works

Sherrie Broadbent, Finance Director

Corinna Mathis, Deputy Recorder

**Citizens and Guests Present:**

Travis Taylor

Annette Spendlove

Gus & Susan Castagno

Faye & Mitch Hall

Krista Hutchins

Mayor Marshall asked James Waltz to lead the Pledge of Allegiance.

**AGENDA:**

**1. Presentation by the Utah Municipal Clerks' Association Board to Christine Webb.**

Annette Spendlove, President of the Utah Municipal Clerks' Association, was present. She explained a lot of work goes into earning this certification. She reviewed the requirements and stated that Christine Webb has received her municipal clerk's certification. Mrs. Spendlove presented her with a plant and the plaque holding the certificate announcing that Christine is a Certified Municipal Clerk.

Mayor Marshall commented that Christine does a tremendous job. He expressed appreciation for the work she does. He congratulated her on reaching this milestone.

**2. Presentation of the TAP (Trust Accountability Program) Award by Jason Watterson.**

Jason Watterson from the Utah Government Trust presented Grantsville City with the TAP Award. He stated this is the fifth consecutive year that he has presented this award to Grantsville, which is a big accomplishment. He commended the staff for the efforts they have put in and thanked the Council for supporting them. Mr. Watterson stated that he would like to highlight Jesse Wilson, Sherrie Broadbent, and all those serving on the safety committee. He explained they are an essential part of having a good safety program and risk management program. He reviewed the requirements and benefits of earning the TAP Award. He presented Mayor Marshall with the award.

**3. Public Hearing:**

- a. Proposed 2019-2020 tentative budget.

Mayor Marshall opened the public hearing for comment at 7:07 pm. No comments were offered and the public hearing was closed at 7:07 pm.

**4. Public Comments.**

No comments were offered.

**5. Summary Action Items.**

- a. Approval of Minutes from the April 17, 2019 City Council Work and Regular Meetings.
- b. Approval of Bills in the amount of \$226,156.98.

Councilman Critchlow said that he did not see anything on the bills that was out of the ordinary. Mayor Marshall stated that he read the minutes. He thought Christine did a tremendous job considering the length of time of the meetings. The Council agreed.

**Motion:** Councilman Stice made a motion to approve the summary action items.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, "Aye", Councilwoman Allen, "Aye", Councilman Hutchins, "Aye", Councilman Stice, "Aye", and Councilwoman Sparks, "Aye". The motion carried.

**6. Consideration of an agreement to pay the "Upsized Costs" of the waterline for Gus Castagno on Burmester Road.**

Gus Castagno provided the costs for upsizing the waterline. Mayor Marshall asked Mr. Castagno to contact Craig Neeley with Aqua Engineering to review the line. He pointed out that it would be a good idea for Mr. Castagno to put the fire hydrant at the end of the line so the line can be flushed out. The cost to upsize the line is \$2,464.

**Motion:** Councilman Critchlow made a motion to approve an agreement to pay the “Upsize Costs” of the waterline for Gus Castagno on Burmester Road.

**Second:** Councilman Stice seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**7. Consideration of approval of Aqua Engineering’s proposal for engineering services for the Durfee Street Sidewalk TAP 2018 Project.**

Mayor Marshall reported this was discussed at the last meeting; this is the formal approval.

**Motion:** Councilman Stice made a motion to approve Aqua Engineering’s proposal for engineering services for the Durfee Street Sidewalk TAP 2018 Project.

**Second:** Councilwoman Allen seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**8. Consideration of approval of Aqua Engineering’s proposal for engineering services on the Water Rights Capital Facilities Plan and Impact Fee Analysis Update.**

Mayor Marshall stated the Council had the bid from Aqua Engineering.

**Motion:** Councilman Critchlow made a motion to approve Aqua Engineering’s proposal for engineering services on the Water Right Capital Facilities Plan and Impact Fee Analysis Update.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**9. Consideration of approval of a development agreement for West Main Street.**

Mayor Marshall stated that he believed that everything the Council requested was in the agreement.

Mitch Hall asked Mr. Coombs if he had any comments on the email from Mr. Hogle. Mr. Coombs answered the draft Mr. Hogle sent him was the one the Council had in their packet. Mr.

Coombs reported that he met with Mr. Hall and Mr. Hogle. He took the directions from the City Council and they were able to iron out the issues.

Mr. Hall inquired about the process for the land donation. Mr. Coombs answered he will sit down with Mr. Hogle after everything is signed and they will figure it out. He felt it was just a matter of recording a deed.

**Motion:** Councilman Stice made a motion to approve the development agreement for West Main Street.

**Second:** Councilwoman Sparks seconded the motion.

**Discussion:** Councilman Stice thanked Mr. and Mrs. Hall for their patience. Councilman Critchlow asked if Mr. Schmidt was okay with this agreement. Mr. Coombs explained the only changes from the last draft the Council had received and this draft were the items for the Halls.

**Vote:** The vote was as follows: Councilman Critchlow, "Aye", Councilwoman Allen, "Aye", Councilman Hutchins, "Aye", Councilman Stice, "Aye", and Councilwoman Sparks, "Aye". The motion carried.

#### **10. Presentation of the tentative 2019-2020 Grantsville City Budget by Mayor Marshall.**

Mayor Marshall presented the tentative 2019-2020 Grantsville City Budget. He explained the budget has been a collaborative effort between himself, the City's Finance Director, and the Department Heads. He proposed a conservative balanced General Fund budget of 6.4 million dollars. The proposed budget includes maintenance projects, equipment purchases, park improvements, cemetery, and sidewalks. Mayor Marshall listed some of the projects as follows: repairing the parking lot at City Hall, adding a public works employee and an animal control officer, purchasing an asphalt zipper and sewer sampling equipment, installing new playground surfacing at Cherry Street Park, and replacing the playground equipment at the tot park at the ball field. Some of the other projects are the installation of a dog area and playground equipment at the Old Lincoln Park, installing a fence and the extension of the road for the north cemetery section, and adding section markers on the east cemetery section. Mayor Marshall reported we have received two grants for new sidewalk. He closed by expressing gratitude for the work of the City staff, volunteers, and the Council.

#### **11. Consideration of Adoption of the tentative 2019-2020 Grantsville City Budget.**

**Motion:** Councilman Stice made a motion to adopt the tentative 2019-2020 Grantsville City Budget.

**Second:** Councilman Hutchins seconded the motion.

**Discussion:** Councilwoman Sparks expressed appreciation for Sherrie Broadbent. She stated that Mrs. Broadbent is on the ball, her numbers are balanced, and she is always conservative.

Councilwoman Sparks commented that she knew Mayor Marshall spends a lot of time with Mrs. Broadbent working on the budget. The Council has spent time going over the budget. Councilwoman Sparks thanked the Council Members for finding funds for the things we need to improve our community.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**12. Consideration for the Council to set a date and time for the public hearing of final budget. (June 05, 2019 at 7:00 pm)**

**Motion:** Councilwoman Allen made a motion to set June 5, 2019 at 7:00 pm for the public hearing of the final budget.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**13. Consideration for the Council to set a date and time for adoption of the final budget. (June 19, 2019 at 7:00 pm)**

**Motion:** Councilman Hutchins made a motion to set June 19, 2019 at 7:00 pm for the adoption of the final budget.

**Second:** Councilwoman Allen seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**14. Consideration of Ordinance 2019-10 amending the Grantsville City Land Use and Management Code Chapter 2, Section 297 to change the definition of Sportsman’s Permit.**

Mayor Marshall stated this is a 69-page ordinance to change one word. This ordinance will remove the word “*purebred*”. Councilman Stice commented this has not really been enforced. He felt this was a good change.

**Motion:** Councilman Stice made a motion to approve Ordinance 2019-10 amending the Grantsville City Land Use and Management Code Chapter 2, Section 297 to change the definition of Sportsman’s Permit.

**Second:** Councilwoman Sparks seconded the motion.

**Discussion:** Councilman Hutchins asked if this comes up when they come for licenses and how the City knows this. Mr. Coombs answered that a Sportsman's Permit will allow a person to own three to five (3-5) dogs; more than five (5) is required to have a kennel license. He reported that the City sometimes finds out an owner has more than two (2) when the Police are called out on a dog-at-large call and when they bring the dog(s) back, they find out there are three to five dogs on the property.

**Vote:** The vote was as follows: Councilman Critchlow, "Aye", Councilwoman Allen, "Aye", Councilman Hutchins, "Aye", Councilman Stice, "Aye", and Councilwoman Sparks, "Aye". The motion carried.

### **15. Consideration of a development agreement for Sun Sage Meadows.**

Mayor Marshall stated this is the first presentation of a boilerplate development agreement. Mr. Coombs reported that he and Shay Stark have spent time looking at other cities' agreements while they drafted this agreement. He stated they tried to keep this as simple as possible. He said they felt it will benefit the City to have a standard development agreement they can present to all developers. He explained that the addendum(s) will have development specific terms. He felt that the developers and the City will know from day one what is expected.

Councilman Stice commented that he liked this because it provides a written agreement of the promises made. Councilman Hutchins asked if this will originate at the Planning and Zoning level. Mayor Marshall answered it will be the Council's level. Councilman Critchlow reported that the Planning Commission does not want to see these.

Councilman Critchlow asked what the attorney for Sun Sage Meadows thought about this agreement. Mr. Coombs answered that he has not been able to speak with their attorney, but planned to do so the next day. He requested that the Council add to the motion that if there are any minor changes, they grant the Mayor or Mr. Coombs the authority to make them. He explained that he was referring to spelling errors, etc. He stated that if there are any substantive changes, it will be brought back to the Council for re-consideration.

Councilwoman Allen inquired if this agreement addresses the developer's request to have the whole development approved. Mr. Coombs answered that was in the development agreement the developer presented, but that is not in the agreement presented for consideration tonight.

**Motion:** Councilwoman Allen made a motion to approve the development agreement for Sun Sage Meadows with the provision that if there are any minor changes, such as typos or spelling errors, the attorney or mayor have authority to make the necessary corrections.

**Second:** Councilman Stice seconded the motion.

**Discussion:** Councilman Critchlow commented the road outside on the Main Street side does not have anything in the development agreement. Mr. Coombs stated that is already part of their plat.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**16. Consideration of approval of the final plat for the Sun Sage Meadows P.U.D. Phase 1, which contains twenty-eight (28) Multi-Family Units for Reid Dickson with Infinity Consultants and Josh Adams in the RM-15 zone.**

No one was present on this item. Councilman Critchlow explained why there were twenty-eight (28) units instead of the usual twenty-five (25).

**Motion:** Councilman Critchlow made a motion to table the final plat for Sun Sage Meadows P.U.D. Phase 1, which contains twenty-eight (28) Multi-Family Units for Reid Dickson with Infinity Consultants and Josh Adams in the RM-15 zone.

**Second:** Councilman Stice seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, “Aye”, Councilwoman Allen, “Aye”, Councilman Hutchins, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**17. Consideration of approval of the final plat for the Northstar Ranch Phase 2, which contains five (5) single family lots, for Travis Taylor in the R-1-21 zone.**

Travis Taylor was present on this item. Mayor Marshall provided Mr. Taylor with some pictures. He stated that he was disappointed in Mr. Taylor’s contractor. He said this is one of the reasons the City requires contractors to have meters. The picture showed a hose hooked to the fire hydrant. Mr. Taylor stated he will address it; it will not happen again.

Mr. Taylor explained the first phase they put in (Phase 1) had twenty-five lots. He provided the Council with a color plat map showing the phases. He stated all of these lots were approved on their preliminary plat. All of the lots were mapped to the next water zone and where the color ends is the end of the water zone off the tank. Mr. Taylor reported Phase 2 is congruent to Phase 1, which is required, but it is only five lots.

Councilwoman Sparks asked what happens in the area just off the trail. Mr. Taylor answered it is storm drainage. The storm drainage will be made up of a couple of tiers of ponds. He said they have a lot more volume to dig out of it. In the end, it will be a grassy area. Councilman Stice asked about access on the north for the property owners west of the development. Mr. Taylor answered the road was on the map. He showed the Council where it was located.

Councilwoman Allen inquired if this was the development where they talked about possibly doing a regional park nearby. Mr. Travis answered that was part of the discussion about ten years ago. He said he talked with Mr. Stark, Mayor Marshall, and Mr. Coombs about doing more of a master plan in this area that identifies density in pockets and an overall density to come in with a look for the whole thing. He reported that he is going to be working on that before they get through with development he showed on the provided map. He felt it will allow them to do more things with the area.

**Motion:** Councilwoman Sparks made a motion to approve the final plat for Northstar Ranch Phase 2, which contains five (5) single-family lots, for Travis Taylor in the R-1-21 zone.

**Second:** Councilman Hutchins seconded the motion.

**Vote:** The vote was as follows: Councilman Critchlow, "Aye", Councilwoman Allen, "Aye", Councilman Hutchins, "Aye", Councilman Stice, "Aye", and Councilwoman Sparks, "Aye". The motion carried.

**18. Consideration of approval of the Final Plat for the Northstar Ranch Phase 3, which contains twenty-two (22) single-family lots, for Travis Taylor in the R-1-21 zone.**

Mr. Taylor commented there were contentious issues. He stated the Planning Commission had a problem with the naming of Durfee Street. On the map, it shows the road from Mormon Trail into the subdivision as Osborn Trail Road. Mayor Marshall was in agreement with the Planning Commission. He felt that switching the name with the road still flowing creates some problems for emergency responders. The Council and Mr. Taylor agreed to name that road Durfee Street. It will go to Northstar Ranch Parkway.

Councilman Stice asked Mr. Coombs about approving another phase before the previously approved phase was sold out. Grantsville City Code requires a phase to be 70% sold before approving further phases. Mr. Coombs answered that he believed Mr. Taylor was asking for an exception to that because of the limited amount of lots in Phase 2. Mr. Taylor commented on the code. He felt it mixed up legislative and administrative functions.

**Motion:** Councilman Stice made a motion to approve the final plat for Northstar Ranch Phase 3, which contains twenty-two (22) single-family lots, for Travis Taylor in the R-1-21 zone.

**Second:** Councilman Critchlow seconded the motion.

**Discussion:** Mr. Taylor stated there was some discussion about the sidewalk requirement to be six-inches. He requested the Council allow him to remove the sidewalk along Durfee Street and install a trail. The Council discussed this proposal. Mayor Marshall recommended asphaltting the trail. Mr. Taylor stated he planned on the trail being six-feet wide with curb and gutter. He figured they will go to the outer edge of where the sidewalk would be and pave six-feet in from there.

Mr. Coombs suggested that Councilman Stice amend his motion to include the trail discussion.

**Motion:** Councilman Stice amended his motion to include the discussion on the north side of Durfee Street not having a sidewalk, but being six-feet of asphalt.

**Second:** Councilman Critchlow seconded the amended motion.

**Vote:** The vote was as follows: Councilman Critchlow, "Aye", Councilwoman Allen, "Aye", Councilman Hutchins, "Aye", Councilman Stice, "Aye", and Councilwoman Sparks, "Aye". The motion carried.

## 19. Mayor and Council Reports.

Mayor Marshall attended the Trust Advisory Committee meeting. He was the keynote speaker at the graduation ceremony for the Tooele Technical College. He met with Mark Watson and took him on a ride-about through the community. Mayor Marshall attended a luncheon meeting with Ruth Watkins, President of the University of Utah, and many others. They took a tour of Tooele Valley and many businesses located in the valley. He had a meeting with Broken Arrow on a community project. They are planning to help with upgrades on the Old Lincoln Park. He attended another GIS presentation, a meeting about the construction on the Main Street Project, and a flood control meeting at the EOC (Emergency Operations Center). He reported on the City's preparations for controlling floodwater. Mayor Marshall requested that the Council schedule another work meeting on May 15<sup>th</sup> at 6:00 pm. Councilman Stice stated that he may be late to that meeting.

Councilwoman Sparks congratulated Christine on earning her certification. She commended the City on the TAP award and the safety committee for their work. She asked if we need to schedule a Work Meeting to discuss fire department and their SOPs. Mayor Marshall answered that we are still working on them. Councilwoman Sparks commented there seems to be a lot of contention with the Fire Department. The Mayor reported that he, Jesse Wilson, and Brett Coombs have been working on them and are continuing to do so. Councilwoman Sparks said that having HR look at them is probably a great way to go through them. Councilman Stice asked if they will be ready to present to the Council by the first meeting in June. Mr. Coombs felt that was possible. Councilwoman Sparks asked if the Council was going to revisit open space on residential. Mayor Marshall said the open space requirement on residential is 15%.

Councilman Stice stated the cemetery looks nice with all the stuff removed. Mayor Marshall commented that the dandelions have been a problem, but they were sprayed. Councilman Stice noted that he is impressed with the construction crew on Main Street, except every once in a while they leave a trench. He said they do not compact some of the trenches.

Councilman Hutchins stated that he appreciated Mayor Marshall speaking at the TTC graduation. He attended ULCT mid-year conference with Councilwoman Allen. He commended Councilwoman Allen for her service on the ULCT board. Councilman Hutchins felt there were quality topics. He commented there were many good discussions and trainings. He

gave kudos to the budget as well. He has been impressed with the process. He added that as he has been speaking to members of the Fire Department one of the things they talk about is that they wish to govern themselves. He believes they should be able to do so. He hopes that when the Council is addressing the SOPs, etc. there will be some consensus instead of contention.

Councilwoman Allen agreed that it was a great ULCT Conference. She appreciated Councilman Hutchins attending. She stated that one of the things discussed at the conference was emergency preparation as municipalities. She specified that if there was an emergency situation and we do not have water, do we have a MOU with a water supplier? Mayor Marshall answered that it is something that we have been working on. He reported he is in the process of applying for a grant from Anheuser Busch for canned water. Councilwoman Allen felt it would be nice to have a work meeting to discuss our preparations. She reported on the General Plan update. She asked if June is a better time to schedule another public meeting. The Council decided to shoot for June 10<sup>th</sup> in the evening. Councilwoman Allen thanked Corinna Mathis for helping to schedule the room for the stakeholder meeting. She asked the Council if they received her email about Clyde Wakefield Bates, the first mayor of Grantsville. She announced they are going to dedicate a new marker on May 18<sup>th</sup> at 1:00 pm. The public was invited. She echoed the comments from the other Council Members about the budget.

Councilman Critchlow reported that he met with James Waltz about Old Lincoln Park. He met with the baseball, softball, little league, and high school representatives. He suggested that the little league allows the high school to play baseball on the field and when they are done, they can schedule little league games there. He added that the high school should not schedule their summer league games until after the little league finishes. The Council and Mayor Marshall discussed the contention between these groups. They felt the City needs another high school sized baseball and softball field. Councilman Critchlow explained that someone found a baseball diamond almost to the Depot fence. He said according to GPS maps, it belongs to the County. It is south of and between South Willow Estates and South Willow Ranches. Councilman Critchlow announced the first movie night will be on June 15<sup>th</sup>. He would like to have an information night to take suggestions on Old Lincoln Park. He asked what the plan is on the homeowners on South Cooley with the driveway problems.

Mrs. Webb reported that while putting together information packets for the election, she found that Grantsville City Code requires a filing fee of \$100. She requested that the Council not charge the fee this year and possibly draft an ordinance to remove or change the fee. The Council did not wish to charge a filing fee for this election. Councilman Stice asked what costs are associated with processing the declaration of candidacy. He inquired if ten dollars would be a reasonable amount for a filing fee. Mrs. Webb asked how the Council would feel about holding a candidate orientation. They thought it was a good idea. Councilman Hutchins asked for clarification on the election on his seat on the Council. Mrs. Webb confirmed that candidates will have to declare whether they are running for a four-year or the two-year term.

Councilman Critchlow commented on his feeling with the Fire Department. He stated there are some things the Council is not aware of and they have an undertow. He explained that for years the Fire Department has governed themselves, but we told them we want consistency.

Approved

**20. Closed Session (Personnel, Real Estate, Imminent Litigation).**

The Council did not go into a closed session.

**21. Adjourn.**

**Motion:** Councilwoman Sparks made a motion to adjourn. Councilman Hutchins seconded the motion. The meeting was adjourned at 8:36 p.m.