

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 10 January 2017

TIME COMMENCED: 6:00 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer
Merv Taylor
Jo Sjoblom

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

CITY ATTORNEY:

Doug Ahlstrom

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Debi Pitts, Brad Pitts, Cole Fessler, Clint Byram, Donna Tolman, Dean Tolman, Brad Tolman, Roney Ketts, Baydon Ketts, LaRae Harper, Ray Judkins, Susan Judkins, Raelene Miller, Tracie Turner, Daren Gardner, Jaydrienne Tolman, Lilee Byram, Calin Byram, Tami Ketts, Brighton Allen, Mike Swallow, Leslie Waters, Trevor Schenck, and Bruce Nilson.

Mayor Long said Council Member Poore turned in her ipad, badge, and resignation last night.

Mayor Long called the meeting to order and welcomed those in attendance.

PLEDGE OF ALLEGIANCE: Council Member Sjoblom

PRAYER: Council Member Casas

AGENDA: Council Member Sjoblom moved to approve the agenda as written. Council Member Hyer seconded the motion. Elyse called for the vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

CONFLICT OF INTEREST: None

CONSENT AGENDA:

- Approval of December 13, 2016 Work Meeting Minutes
- Approval of December 13, 2016 Meeting Minutes
- Approval of December 20, 2016 Meeting Minutes

- **Approval of November 2016 Budget to Actual**
- **Approval of December 2016 Check Register**
- **RES 17-01 Appointment of Mayor Pro Tempore**

Council Member Hyer moved to approve the consent agenda. Council Member Taylor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

Fire Department Oaths of Office – Chief Derek Tolman and Officers: Elyse swore in Chief Derek Tolman. Chief Tolman then swore in Roney Ketts, Jake Judkins, Clint Byram, and Cole Fessler.

ACTION ITEMS:

Council Member Sjoblom moved to open the public hearing for the sale of SWC Real Property: 3.9 acres located at approx. 2071 E. South Weber Dr. (Parcel 13-033- 0077); and .58 acres located at approx. 2068 E. South Weber Dr. (Parcel 13-033- 0078). Council Member Hyer seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

******* PUBLIC HEARING *******

Public Hearing on Sale of SWC Real Property: 3.9 acres located at approx. 2071 E. South Weber Dr. (Parcel 13-033- 0077); and .58 acres located at approx. 2068 E. South Weber Dr. (Parcel 13-033- 0078): Mayor Long asked if there was any public comment. There was none.

Council Member Sjoblom moved to close the public hearing. Council Member Taylor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried.

******* PUBLIC HEARING *******

Council Member Casas moved to approve the sale of SWC Real Property: 3.9 acres located at approx. 2071 E. South Weber Dr. (Parcel 13-033- 0077); and .58 acres located at approx. 2068 E. South Weber Dr. (Parcel 13-033- 0078). Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Taylor, and Sjoblom voted yes. The motion carried. It was stated that city staff has approval to move forward with a commercial realtor to advertise the sale of these two parcels.

DISCUSSION ITEMS:

Cost of Job Valuation and Compensation Study Approximately \$9,000

Tom is requesting that the City do this study because it would assist in updating job descriptions and development, job evaluation and classification, labor market analysis, and compensation policies and procedures. He said this study will allow South Weber to remain competitive with employee hiring and retention. Tom said the study will cost approximately \$9,000. He said since 2012 the City hasn't had a plan in place for compensating employees.

Mike Swallow, of Personnel Systems & Services, approached the Council. He said having a mechanism in place and keeping your pay system current is ideal. Mayor Long asked about job evaluations. Mike explained how they conduct value surveys in which employees establish priorities on their jobs. He said this study will take approximately 90 days. He then discussed eliminating pay grades. He said every value in a job has a dollar amount assigned to it. He said the City will have everything they need to keep it thriving and managed (as long as the date is current).

6650 S. Open House Follow Up

Brandon Jones, City Engineer, said an Open House with the public was held on December 7, 2016 to discuss improvement options for 6650 South. He has put together a summary of the surveys that were completed at the Open House. He said most individuals were in favor of dead ending 6650 South with a hammerhead turnaround. He said this option assumes Silver Oak Lane is installed against the west property. This option would not be able to be put in place until Silver Oak Lane is developed. Brandon is not opposed to closing off the road. He understands this item has been an issue for as long as he has been with the City. He does feel the City needs to follow the master plan. He discussed the hammerhead turnaround going into the driveway of the last home on 6650 South. He would suggest painting the turnaround. He also discussed the possibility of the hammerhead turnaround between the two houses on the south side of 6650 South. Tom said Old Maple Farms Subdivision is kind of the catalyst for the need to do something about 6650 South. Brandon said the developer will widen 6650 S. another 2' on either side to the west of the Silver Oak Lane connection. Council Member Casas discussed widening 6650 South from Silver Oak Lane to South Weber Drive. Brandon said a right of way would need to be purchased, but ultimately the master plan shows 6650 South bending into a new road. Council Member Casas is concerned about the bus stop. Brandon suggested moving the bus stop into the Old Maple Farms subdivision. Council Member Casas would like to see the road widened more than 24'. Brandon said he doesn't have a definite preference on what to do with 6650 South. He is more in favor of meeting fire code. He said, keep in mind, the City will be paying for any improvements on this road. Council Member Taylor said he has talked to some of the residents and most want the road dead ended.

Fire Engine Purchase for Approximately \$411,785

Chief Tolman said he is requesting the Council consider purchasing a new engine for the Fire Department. He provided specs of a truck for sale but it has since been purchased by somebody else. Derek said if the City makes a purchase of a new truck, then they can have it for 25 years with the purchase of another new vehicle in 10 to 15 years. Chief Tolman discussed customizing the fire truck for South Weber City. He said it will take approximately one year for customization. He said the current fire truck is 22 years old. He discussed options for financing. He said engine 1 should be good for another 2 years. He said the ladder truck is not worth very much. Council Member Hyer asked Chief Tolman, as he meets with Rosenbauer, that he would request a presentation on why you are choosing various options. It was suggested adding this item to the City Council agenda for January 24th.

Snow Removal Service Level: Mayor Long is concerned about snow removal by the South Weber Elementary School. Pictures were presented displaying the crossing guard shoveling the snow as well as areas where the water is gathering up on the streets. Tom discussed how they are currently working with Davis School District because the snow is getting pushed back and forth. Tom said there are times when Curtis Brown has used the City's four-wheeler to help with

snow removal, but ultimately it is Davis School District's responsibility to clear the sidewalk. Mark Larsen said he is willing to do whatever he can to help.

Council Member Casas said he was concerned about Christmas Day. He said he had several complaints concerning individuals who live in cul-de-sacs. Mark explained the procedure for snow removal. Council Member Hyer said we need to give the guys a break because it was Sunday and it was a holiday and it snowed all day.

COUNCIL ITEMS:

Council Member Casas:

Street Light: He reported the street light on 2350 East needs to be fixed as well as the one in Kent Hyer's cul-de-sac.

Council Member Hyer:

Youth City Council: He said the Youth Council will be attending a leadership retreat in March at Utah State University. He said there are a lot of neat youth involved in the City with Youth Council.

Council Member Sjoblom:

Citizens Committee Meeting: She said they held the first Citizens Committee Meeting last week. She said they are looking at options for playground equipment for Central Park.

Pickle ball Workshop: She is working with Curtis Brown concerning holding pickle ball workshops at the Family Activity Center.

Council Vacancy: There was discussion on the process and advertising for applicants for the newly vacant council position. Elyse said she would let the Council know the correct procedure.

Council Member Taylor:

Public Works Department: He thanked the Public Works Department for the snow removal and said they are doing a super job. He also thanked Chris Tremea for code enforcement.

CITY MANAGER ITEMS:

Petersen Family Donated Property: He said the Petersen family donated property to the City. He said there has been an interest in this property. Mark Larsen gave a brief history of the property. Brandon said the City needs to research if there were any conditions attached to the donation.

City Summit: He said the City Summit will be held this Saturday from 8:00 a.m. to 5:00 p.m. at the Davis County Library in Farmington.

CITY RECORDER ITEMS:

EOC on December 6, 2016: Elyse said the deadline for the 3 assignments given at the seminar is today. She had asked everyone to read the first eighteen pages of the City’s EOP, complete ICS 100, and prioritize the 14 hazards listed in the EOP. She has only received four responses from approximately sixteen who attended.

PUBLIC COMMENTS:

Trevor Schenck, 6455 Raymond Drive, said he is not opposed to the soccer complex, but he wants to make sure it is done right. He said during the process the developer said there would be two teams using this facility. He has recently talked to the developer and was told there will be two teams practicing outside and six teams inside. He asked if there is something that can be done with the traffic parking on the street.

Raelene Miller, 291 E. 6650 S., asked what the decision is to be made on 6650 South. Mayor Long is not in favor of helping a developer to profit. Council Member Hyer said this item was on the agenda for discussion. She is in favor of a dead end, but not having the turn around in her yard.

Derek Tolman, 7325 S. 1600 E., said concerning the hammerhead turn around on 6650 South the driveway will be need to be able to withstand 70,000 lbs.

ADJOURNED: Council Member Hyer moved to amend the agenda. Council Member Sjoblom seconded the motion. Elyse called for the vote. Council Members Casas, Hyer, Sjoblom, and Taylor voted yes. The motion carried.

Council Member Taylor moved to adjourn the meeting at 8:15 p.m. Council Member Sjoblom seconded. Elyse called for the vote. Council Members Casas, Hyer, Sjoblom, and Taylor voted yes. The motion carried.

APPROVED: _____ Date

Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 10 January 2017

TIME COMMENCED: 5:03 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer (arrived 5:07 p.m.)
Merv Taylor
Jo Sjoblom

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Derek Tolman, Mark McRae, Jake Judkins, and Paul Laprevote.

Mayor Long reported that Council Member Poore has turned in her resignation.

CONSENT AGENDA:

- **Approval of December 13, 2016 Work Meeting Minutes**
- **Approval of December 13, 2016 Meeting Minutes**
- **Approval of December 20, 2016 Meeting Minutes**
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- **RES 17-01 Appointment of Mayor Pro Tempore**

Mayor Long asked if there were any questions concerning the minutes. There were none. Mayor Long asked if there were any questions concerning the budget to actual. Council Member Casas asked about administrative (professional tech and subdivision review) to Jones & Associates. Mark McRae explained that all of those that are expensed are then billed back to the developer. Tom said the City doesn't allow the subdivision to move forward until those fees are paid. Mayor Long asked if there were any questions on the check register. There were none.

Mayor Long said Resolution 17-01 will appoint Scott Casas for one year as Mayor Pro Temp.

Fire Department Oaths of Office – Chief Derek Tolman and Officers: Chief Tolman said typically a city will give the oath of office to the Fire Chief and then he will give the oath of office to Jake Judkins, Roney Ketts, Clint Byram, and Cole Fessler. He said Chris Tremea is unable to attend and will receive the oath of office at a later date.

ACTION ITEMS:

Public Hearing on Sale of SWC Real Property: 3.9 acres located at approx. 2071 E. South Weber Dr. (Parcel 13-033- 0077); and .58 acres located at approx. 2068 E. South Weber Dr. (Parcel 13-033- 0078): Tom said he will advertise the sale of this property as soon as possible. Council Member Casas said the longer distance from the appraisal will change the market value. Tom said the plan is to have a commercial broker sale the property. Council Member Hyer asked if there are any local realtors in the City.

DISCUSSION ITEMS:

Cost of Job Valuation and Compensation Study Approximately \$9,000

Tom said in 2012 the City conducted a study and employed a member of Washington Terrace staff at the time. He said it was only valid for one year. He said the purpose for this is that he doesn't want to come to the Council requesting higher compensation. He would rather see there be a merit compensation. Council Member Hyer is concerned about having something like this done because what if the market shows the City's employees are being over compensated. Council Member Casas said he is not in favor of conducting such a study. He is concerned that a study will take place and then nothing will happen. Council Member Hyer said he would rather take that money and give the staff a bonus. Tom said it is a four phase study that comprises twenty five steps. The steps will include a "Job Value" survey and Position Analysis Questionnaire to be completed. The Position Analysis Questionnaire will ask a variety of questions related to job duties, responsibilities, knowledge, skills abilities, etc. This is a standard tool necessary in accumulating job facts for all job classifications. Tom said a Labor Market Analysis would also be completed in which the consultant will conduct a survey of base wages within a selected labor market. Tom said he is requesting that the City do this study because it would assist in updating job descriptions and development, job evaluation and classification, with labor market analysis, and with compensation policies and procedures. This study will allow South Weber to remain competitive with employee hiring and retention. Tom said the study will cost approximately \$9,000. Council Member Sjoblom asked if the city comparison is with other cities that are South Weber City's size. Tom said, "yes". He said it will also look at nonprofit organizations. He estimated it will take three months to get the information back on the study. Tom said he would like to have some structure for the employees. Council Member Taylor is concerned about the study coming back showing an employee is grossly underpaid. Council Member Hyer doesn't feel the City is that far off the mark. Tom feels strongly that the City needs a program that will give employees incentives to work.

6650 S. Open House Follow Up

Tom said Brandon Jones will be in attendance to discuss the follow up from the Open House that was held on December 7, 2016 to discuss improvement options for 6650 S. He has put together the options and has come up with a summary of the surveys that were completed at the Open House. Council Member Casas asked about the timing of construction for 6650 South. Tom said the timing centers on Old Maple Farms Subdivision construction. Discussion took place regarding the need for 6650 South to be widened with all the development going on in the area. Council Member Hyer said the City needs to come up with some type of solution with what we want to do with these types of roads. Mark Larsen discussed Bambroughs wanting to develop their property, which would affect 6650 South.

Fire Engine Purchase for Approximately \$411,785

Chief Tolman is requesting the Council consider purchasing a new engine for the Fire Department. Here is the final cost for the engine with the cost adjusted for paint and a few additions to make it NFPA compliant (siren and rumbler). It has 17,000 miles. The Pump has very few hours on it. -Commander chassis with 60" cab and 11" raised roof, seating for 6 - Overall length = 30' 8" - Overall height = 9' 11" - Cummins ISL9 450 HP engine with 3000 Series Transmission - FX 3/16 aluminum body - 750 - gallon water tank - Rosenbauer N 1500 GPM pump, PTO driven - Lever bank valve controls - Smart power 10 KW hydraulic generator - Whelen LED light package Cost includes delivery to South Weber. \$411,785.

Chief Tolman discussed the City's current truck and how difficult it is to find replacement parts for. He said to save the City money, it is cheaper to go with an engine verses a Quint. He said there is already \$200,000 in the vehicle replacement program with \$85,000 to go in next year. Council Member Casas suggested the Council put together some type of spending authority so that when these opportunities arise, the Fire Chief can act on them. Jake Judkins said an engine typically stays on the front line for ten years. Chief Tolman said to do a full refurbish would be virtually the same cost. Council Member Casas suggested purchasing a new 2018 fire truck, putting down a deposit, and signing a contract now. Chief Tolman said there are a lot of departments switching to Rosenbauer trucks.

Snow Removal Service Level: no discussion on this item

Adjourned at 6:00 p.m.

APPROVED: _____ **Date**
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____ **City Recorder: Elyse Greiner**