

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 8 February 2021

TIME COMMENCED: 6:00 p.m.

LOCATION: South Weber City Office at 1600 East South Weber Drive, South Weber, UT

PRESENT: MAYOR:

Rod Westbrook

COUNCIL MEMBERS:

**Hayley Alberts
Joel Dills
Blair Halverson
Angie Petty
Quin Soderquist**

CITY MANAGER:

David Larson

COMMUNITY DIRECTOR:

Trevor Cahoon

FINANCE DIRECTOR:

Mark McRae

CITY ENGINEER:

Brandon Jones

CITY ATTORNEY:

Jayne Blakesley

CITY RECORDER:

Lisa Smith

PR ASSISTANT:

Shaelee King

CODE ENFORCER:

Chris Tremea

Minutes by Lisa Smith

ATTENDEES: Paul Sturm, Michael Grant, Elizabeth Pinto, Sergeant Pope, Keith Christensen

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

- 1. Pledge of Allegiance:** Councilwoman Petty
- 2. Prayer:** Councilman Soderquist
- 3. Public Comment:** none

PRESENTATIONS

4. Davis County Sheriff's Office Quarterly Report

DCSO reported on actions from November 16, 2021 through February 8, 2022. Sergeant Pope stated the average time officers spent in South Weber City was 80.4 hours per week. There were a total of 621 calls including 11 arrests and 3 DUIs. Elizabeth Pinto prepared analytic information which was also shared. The breakdown included 12 hours spent on analytics, 5 hours on crime, 62 hours of meetings, and 72 hours on records.

5. Storm Drain Rate Study Presentation

Aaron Montgomery from Zions Public Finance presented Storm Drain Rate Study results via Zoom. The evaluation was projecting to fiscal year 2032 including nine projects identified in the Capital Facilities Plan. Analysis considered the costs of projects with an estimated annual inflation of 3%, maintenance and operating costs, and future public works building debt obligation. Although impact

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	
Option 1	\$8.75	\$13.75	\$17.25	\$17.77	\$18.30	Increase of 3% each year thereafter
Option 2	\$8.75	\$13.75	\$18.00	\$19.25	\$19.25	
Option 3	\$8.75	\$18.50	\$18.50	\$18.50	\$18.50	

Councilman Halverson spoke on behalf of the Municipal Utilities Committee explaining this fund has been neglected for many years. Brandon Jones stated the fees were previously raised but no research was done to justify the numbers and it did not meet the needs. Mark McRae echoed that the increases were viewed short term without any study information. Council requested the Municipal Utilities Committee review these options and come back with a recommendation.

ACTION ITEMS

6. Consent Agenda

- a. **January 4 Minutes**
- b. **January 11 Minutes**
- c. **January Check Register**
- d. **December Budget to Actual**

Council Member Halverson moved to approve the consent agenda. Council Member Alberts seconded the motion. Mayor Westbroek called for the vote. Council Members Alberts, Halverson, Petty, Soderquist, and Dills voted aye. The motion carried.

7. Resolution 22-09: Policies and Procedures Amended

Mark McRae shared the reasons policy changes were needed was to strengthen the city’s Fraud Risk Assessment and reduce the city’s risk of fraud. Councilwoman Petty verified the internal auditor is the Finance Director. There was concern with 7-040-11 Prohibited Conduct After Leaving South Weber City. Mark McRae expressed the one-year time frame was recommended by the state. Jayme Blakesley acknowledged some information should be kept confidential longer and it should be categorized based on the type of information. Councilman Dills suggested a less confusing version without the “legal” terminology. He proposed using definitions from state code. He also suggested codifying the conflict-of-interest section. Councilwoman Alberts questioned whether the manual applies to elected and appointed officials. The response was that it was primarily for employees only unless specifically identified.

Council Member Soderquist moved to continue Resolution 22-09: Policies and Procedures Amended to allow time for staff to address the concerns brought forward by Council Members. Council Member Dills seconded the motion. Mayor Westbroek called for the vote. Council Members Alberts, Halverson, Petty, Soderquist, and Dills voted aye. The motion carried.

8. Resolution 22-10: Property Lease Agreement with Keith Christensen

David Larson reviewed city policy to have all agreements in writing. Keith Christensen approached the city years ago about storing personal trailers and equipment on city-owned property near 1400 East Canyon Drive if he maintained the property and was granted permission verbally at that time. Keith gave a history of the situation and the improvements he

had made. Jayme Blakesley explained the legal reasoning for listing the addresses individually. Mayor Westbrook inquired if the term could be extended beyond one year and Mr. Christensen agreed. Jayme Blakesley stated the terms could be changed. Council requested it be automatically renewed annually.

Council Member Petty moved to approve Resolution 22-10: Property Lease Agreement with Keith Christensen with a change to an automatic renewal every 12 months unless cancelled by either party. Council Member Halverson seconded the motion. Mayor Westbrook called for the vote. Council Members Alberts, Halverson, Petty, Soderquist, and Dills voted aye. The motion carried.

DISCUSSION ITEMS

9. Code Enforcement

Trevor Cahoon explained the choices for code enforcement. Chris Tremea shared his philosophy on code enforcement. He suggested contracting with companies prior to abatement so the process will go more smoothly when it reaches that point. Discussion took place regarding who the appeal authority would be. David Larson expressed the conflict with him being involved in both the citation and appeal process. There was also concern regarding the cost levels of abatement and who might approve those. Council directed staff to keep the same financial levels as in the Procurement Policy. The City Manager will serve as appeal authority for the minor violations and appoint someone when there is a conflict. He will prepare a written guideline.

10. 2022 Legislative Review

David communicated it is early in the session, but many bills are being currently reviewed by the Utah League of Cities and Towns (ULCT). There will be action alerts with talking points forthcoming encouraging administration and Council Members to personally reach out to legislators.

TRAINING (RETREAT)

Council is required to have specific trainings annually that were originally scheduled for the retreat. City Attorney Jayme Blakesley briefly reviewed each due to the late hour, but the presentations will be forwarded to the Council, and he encouraged them to read them.

11. Open and Public Meetings Act

City Attorney Jayme Blakesley explained the Open and Public Meetings Act (OPMA). He cautioned that any time a quorum (three or more members) is gathered and speaking of business it is a meeting. It can be in person, over chat, through Facebook, email, etc. Meetings must be noticed and recorded. He related sessions may only be closed for specific matter outlined in law and no action can be taken.

12. Powers and Duties Review

Council has specific powers and duties as a legislative body. Certain decisions regarding land use regulations are legislative functions. Actions must be reasonably debatable and be consistent with given authority. Other decisions are administrative choices and must be supported by substantial evidence. No matter public or personal opinion, decision is whether it complies with land use regulations. Staff reports note whether it is legislative or administrative.

13. Ethics Review

Jayme used surfing to demonstrate ethics. There are six waves to navigate. Fundamentally, personal finances must be disclosed when there is a connection with city business. If there is a

question about disclosure, Council Members may contact the Mayor or City Attorney.

Jayne expressed that OPMA, duties, and ethics often overlap. He urged Council to avoid having a quorum when visiting sites or gathering as neighbors.

REPORTS

14. New Business There was no new business presented.

15. Council & Staff

Councilwoman Petty announced the Municipal Utilities Committee met to work on the contract for architectural design of the public works building and plans to meet to review the storm drain rate options.

Councilman Dills related citizens continue depositing material for the bike track at Canyon Meadows park. David added they hope to complete the track prior to the landscaping and sealing the pickleball court.

Councilman Soderquist proclaimed dust keeps blowing even in winter. He continues to share information with both pits. Staker is currently seeding their north area.

Councilwoman Alberts said Public Relations had not met. She pled for citizens to volunteer to help plan and run Country Fair Days. They have been unable to replace the board members that left after last year. Code committee brought new members up to date. Landscaping ordinance is at Planning Commission level and once passed will allow the city to participate in the Flip Your Strip program.

Councilman Halverson notified Council that the Public Safety Committee met with Davis County Sheriff's Office continuing to discuss law enforcement contract. Planning commission held public hearing on a rezone request for a 34-lot subdivision on the Watts' parcel. Dan Murray's site plan amendment was also approved.

Mayor Westbroek stated each of the many committees he has attended indicate prices will continue to rise. The Weber County Sewer district is the most concerning. There is a proposal for an industrial park and residential housing west of the river on 12th street in Ogden. It would require three lift stations and would have a hefty price tag.


David Larson indicated the brightness of Council Chambers was due to new lights put in personally by Mayor Westbroek. He thanked Mark McRae and Alicia Springmeyer for their work making the budget more user-friendly and informational. The city received the Distinguished Budget Presentation Award. He further shared a Building Resilient Infrastructure and Communities (BRIC) grant was awarded to South Weber. He expressed gratitude to Wayne Winsor for making that grant happen. The city budgeted funds for a hazard mitigation plan which will be matched by the Federal Emergency Management Agency (FEMA). This step is necessary to apply for future grants to compete the projects identified. He related the Admin/Finance Committee worked on the audit request for proposal (RFP) which should be published this week. He noted staff is working to separate job duties for the two departments at City Hall. The need for a second part-time office position was identified and the budget is able to support it so it will be advertised immediately. Finally, he related the Davis County Health Department

update revealed hitting week 100 dealing with COVID. Although case numbers have gone up dramatically, hospitalizations and fatalities remain steady.

Trevor Cahoon shared that preconstruction meetings were held for Sodalicious and The Lofts. The Lofts must complete infrastructure by March 15 when the canal will be filled.

16. Adjourn

ADJOURN: Council Member Petty moved to adjourn the Council Meeting at 9:12 p.m. Council Member Soderquist seconded the motion. Mayor Westbroek called for the vote. Council Members Alberts, Halverson, Petty, Soderquist, and Dills voted aye. The motion carried.

APPROVED:  **Date** 02-22-22
Mayor: Rod Westbroek

Attest: 
City Recorder: Lisa Smith