

SOUTH WEBER CITY COUNCIL AGENDA

PUBLIC NOTICE is hereby given that the City Council of SOUTH WEBER, Davis County, Utah will meet in a **REGULAR** public meeting **TUESDAY, 13 DECEMBER 2011** at the City Council Chambers, 1600 E South Weber Dr, South Weber, UT commencing at **6:00 p.m.**

PUBLIC WORK MEETING:

- 5:30 p.m. CITIZEN REQUEST:** Sarah Howerton – Discuss with the Council the possibility of a city-wide recycling program.
REVIEW WARRANT REGISTERS & REVIEW AND DISCUSS AGENDA ITEMS

COUNCIL MEETING:

- 6:00 p.m. PLEDGE OF ALLEGIANCE** – Councilmember Thomas
PRAYER - Councilmember Poff
APPROVAL OF AGENDA
DECLARATION OF CONFLICT OF INTEREST
CONSENT AGENDA (These items are considered by the City Council to be routine and will be approved by a single motion. There will be no separate discussion on Consent Agenda items prior to the vote, unless removed from the Consent Agenda to be considered separately.)
 - ◆ Approval of 08 November City Council Meeting Minutes
 - ◆ Approval of 15 November Canvass/City Council Work Meeting Minutes
 - ◆ Approval of 06 December City Council Work Meeting Minutes
 - ◆ Purchase Order #2141 Caselle \$7,850 for Permit-N-Force Admin. Software Upgrades
- 6:05 p.m. 2010-2011 AUDIT PRESENTATION** – Tim Rees, CPA
- 6:20 p.m. RESOLUTION 11-32:** Resolution of Support of the South Weber City Citizen Emergency Response Team (CERT) Program
- 6:25 p.m. RESOLUTION 11-33:** Resolution Adopting an Emergency Response Policy
- 6:35 p.m. NON SCHEDULED DELEGATION / PUBLIC COMMENT** Keep public comments to 3 minutes or less per person.
MAYOR
CITY COUNCIL ASSIGNMENT UPDATES & COMMENTS
CITY MANAGER
STAFF

THE UNDERSIGNED DULY APPOINTED CITY RECORDER FOR THE MUNICIPALITY OF SOUTH WEBER CITY HEREBY CERTIFIES THAT A COPY OF THE FOREGOING NOTICE WAS MAILED, EMAILED, FAXED OR POSTED TO:

CITY OFFICE BUILDING
CITY WEBSITE www.southwebercity.com
UT PUBLIC NOTICE WEBSITE www.utah.gov/pmn

EACH MEMBER OF GOVERNING BODY
THOSE LISTED ON THE AGENDA
SOUTH WEBER ELEMENTARY
SOUTH WEBER FAMILY ACTIVITY CENTER

DAVIS COUNTY CLIPPER
STANDARD-EXAMINER
SALT LAKE TRIBUNE
DESERET NEWS

DATE: December 9, 2011

CITY RECORDER: Erika J. Ahlstrom, CMC

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, INDIVIDUALS NEEDING SPECIAL ACCOMMODATIONS DURING THIS MEETING SHOULD NOTIFY ERIKA AHLSTROM, 1600 EAST SOUTH WEBER DRIVE, SOUTH WEBER, UTAH 84405 (801-479-3177)

Agenda times are approximate and may be move in order, sequence and time to meet the needs of the Council.



South Weber City City Council Agenda Application

1600 East South Weber Drive • South Weber, Utah 84405 • Phone: (801) 479-3177 • Fax: (801) 479-0066

City Council meetings are held the second and fourth Tuesdays of each month beginning at 6:00 p.m. This application must be submitted by 5:00 p.m. eight (8) days prior to the meeting.

NAME: Sarah Howerton
ADDRESS: 2372 E 7975 So South Weber UT
84405
PHONE: (801) 624-9075 please contact if approved
E-MAIL: sureanahorse twilight@yahoo.com

Date of City Council Meeting you request to be placed on: November 15, 2011 (work meeting)

PURPOSE/REASON TO BE ON CITY COUNCIL AGENDA:

Discuss with the council the possibly of a city-wide recycling program.

WHAT IS YOUR RECOMMENDATION?

City council to adopt a city wide, curbside, bi-monthly recycling program

CITY DEPARTMENT INPUT:

SIGNATURE: Sarah Howerton DATE: 11-1-11

This application allows you to be placed on the City Council agenda for items of discussion only, no official action will be taken.

Report Criteria:

Invoice.Payment Due Date = {<=} 11/12/2011

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance								
50	A&M OUTDOOR HOME CENTER	PARK SUPPLIES		7358857		10/13/2011	21.32	10/11	0
20-71-480	RECREATION FUND - RECREATION EXPENDITURES - Basketball								
127	ACADEMY SPORTS	BASKETBALLS		224119		10/10/2011	195.50	10/11	0
20-71-270	RECREATION FUND - RECREATION EXPENDITURES - Utilities								
401050	ACCT# 8495 44 058 0142167	INTERNET/PHONE AT FAC		101911		10/19/2011	131.43	10/11	0
10-54-320	GENERAL FUND - PUBLIC SAFETY - Emergency Preparedness								
245	ALPHAGRAPHICS	Emergency prep fair - Oct 2011		107167		10/04/2011	17.48	10/11	0
51-40-480	WATER UTILITY FUND - EXPENDITURES - Special Water Supplies								
60	AT&T	APPLY TO ACCT# 030 601 6407001		102711		10/27/2011	26.92	10/11	0
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance								
760	BELL JANITORIAL SUPPLY	RESTROOM SUPPLIES		410057248		10/17/2011	19.98	10/11	0
760	BELL JANITORIAL SUPPLY	CLEANING SUPPLIES		410056484		10/04/2011	42.90	10/11	0
760	BELL JANITORIAL SUPPLY	RESTROOM SUPPLIES		410056639		10/06/2011	60.95	10/11	0
							123.83	*	
20-21365	RECREATION FUND - KNIGHTS FOOTBALL DEPOSITS								
13339	BJERREGAARD, SHEREE	KNIGHTS FOOTBALL DEPOSIT REFUND		110711		11/07/2011	100.00	11/11	0
20-71-240	RECREATION FUND - RECREATION EXPENDITURES - OFFICE SUPPLIES AND EXPENSE								
13664	BROWN, CURTIS	office supplies		110311		11/03/2011	99.35	11/11	0
20-71-241	RECREATION FUND - RECREATION EXPENDITURES - Materials & Supplies								
13664	BROWN, CURTIS	FAC SUPPLIES		110511		11/05/2011	41.64	11/11	0
20-71-487	RECREATION FUND - RECREATION EXPENDITURES - KNIGHT'S FOOTBALL								
13664	BROWN, CURTIS	football supplies		110311		11/03/2011	32.00	11/11	0
20-71-610	RECREATION FUND - RECREATION EXPENDITURES - Miscellaneous Supplies								
13664	BROWN, CURTIS	contest gift cards		110311		11/03/2011	25.00	11/11	0
13664	BROWN, CURTIS	Ping pong supplies		110311		11/03/2011	55.54	11/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
							80.54	*	
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	1240	CARQUEST AUTO PARTS	VEHICLE SUPPLIES	9226-164841		10/06/2011	51.92	10/11	0
25-72-506	COUNTRY FAIR DAYS FUND - COUNTRY FAIR DAYS EXPENDITURES - RODEO								
	13142	CARTER, LISA	CFD- RODEO	102611		10/26/2011	66.14	10/11	0
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180238969		10/26/2011	12.00	10/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180236268		10/19/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180233536		10/12/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180230813		10/05/2011	12.00	11/11	0
							48.00	*	
52-40-140	SEWER UTILITY FUND - EXPENDITURES - Uniforms								
	1378	CINTAS CORPORATION #180	UNIFORMS	180238969		10/26/2011	77.81	10/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	180230813		10/05/2011	77.81	11/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	180236268		10/19/2011	77.21	11/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	180233536		10/12/2011	77.81	11/11	0
							310.64	*	
10-43-262	GENERAL FUND - ADMINISTRATIVE - General Government Buildings								
	1570	COLONIAL FLAG SPECIALTY CO	FLAG SETS AND PARTS	0053154	2118	10/24/2011	998.85	10/11	0
10-54-310	GENERAL FUND - PUBLIC SAFETY - Sheriff's Department								
	1750	DAVIS COUNTY GOVERNMENT	LAW ENFORCEMENT -	55673		11/02/2011	9,580.42	10/11	0
10-54-311	GENERAL FUND - PUBLIC SAFETY - Animal Control								
	1750	DAVIS COUNTY GOVERNMENT	ANIMAL CONTROL	5567		11/02/2011	965.66	10/11	0
10-60-260	GENERAL FUND - STREETS - Buildings & Grounds - Shop								
	2235	DURKS PLUMBING	SHOP SUPPLIES	01774596		10/14/2011	75.20	10/11	0
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance								
	2235	DURKS PLUMBING	PARK SUPPLIES	01771996		09/28/2011	41.00	09/11	0
10-43-330	GENERAL FUND - ADMINISTRATIVE - Flower Fund								
	2790	GIBBY FLORAL	FLOWERS	281991		10/26/2011	47.00	10/11	0
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	4835	HD SUPPLY WATERWORKS	ADJ INV 3751639	3751639-1		09/28/2011	1.00	10/11	0
	4835	HD SUPPLY WATERWORKS	WATER SUPPLIES	3745637		09/28/2011	72.08	09/11	0
	4835	HD SUPPLY WATERWORKS	WATER SUPPLIES	3751639		09/28/2011	53.15	09/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
							124.23	*	
51-40-490	WATER UTILITY FUND - EXPENDITURES - Water O & M Charge								
	4835	HD SUPPLY WATERWORKS	METERS	3826411		10/28/2011	1,291.08	10/11	0
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
	3241	IKON OFFICE SOLUTIONS	OFFICE EQUIP/SUPPLIES	5021238836		11/01/2011	107.10	10/11	0
10-70-250	GENERAL FUND - PARKS - Equipment Supplies & Maint.								
	4125	LOWES PROX	SUPPLIES	923875		10/26/2011	22.34	10/11	0
10-43-240	GENERAL FUND - ADMINISTRATIVE - Office Supplies & Expense								
	5010	OFFICE DEPOT	OFFICE SUPPLIES	34457942001		10/27/2011	32.46	11/11	0
	5010	OFFICE DEPOT	OFFICE SUPPLIES	34283317001		10/26/2011	225.17	10/11	0
							257.63	*	
10-22500	GENERAL FUND - HEALTH INSURANCE PAYABLE								
	50002	OPTICARE OF UTAH	VISION PREMIUMS -	14575		11/01/2011	55.81	11/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	50003	OREILLY AUTOMOTIVE, INC.	VEHICLE SUPPLIES	35966181989		10/13/2011	64.99	10/11	0
	50003	OREILLY AUTOMOTIVE, INC.	RETURN -	3596181993		10/13/2011	10.00	10/11	0
	50003	OREILLY AUTOMOTIVE, INC.	VEHICLE SUPPLIES	3596184393		10/27/2011	10.99	10/11	0
	50003	OREILLY AUTOMOTIVE, INC.	VEHICLE SUPPLIES	3596185416		11/03/2011	11.48	11/11	0
							77.46	*	
10-60-260	GENERAL FUND - STREETS - Buildings & Grounds - Shop								
	50003	OREILLY AUTOMOTIVE, INC.	SHOP SUPPLIES	3596182955		10/18/2011	4.42	10/11	0
10-34-250	GENERAL FUND - CHARGES FOR SERVICES - Bldg Rental/Park Use (Bowery)								
	13938	PORTER, BRANDI	REFUND FOR CIVIC CENTER	110111		11/01/2011	200.00	11/11	0
10-22500	GENERAL FUND - HEALTH INSURANCE PAYABLE								
	5543	PUBLIC EMPLOYEE HEALTH PR	Dental Insurance	103111		10/25/2011	699.22	11/11	0
10-43-253	GENERAL FUND - ADMINISTRATIVE - Equipment Maint. - Software								
	5560	QUALTRICS	SURVEY SOFTWARE - GF	9950		10/14/2011	1,000.00	10/11	0
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	5560	QUALTRICS	SURVEY SOFTWARE - WT	9950		10/14/2011	500.00	10/11	0
52-40-250	SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	5560	QUALTRICS	SURVEY SOFTWARE - SW	9950		10/14/2011	500.00	10/11	0

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10-43-270	GENERAL FUND - ADMINISTRATIVE - Utilities								
	5580	QUESTAR GAS COMPANY	NATURAL GAS FUEL BILLS	102111		10/21/2011	225.30	10/11	0
	5580	QUESTAR GAS COMPANY	NATURAL GAS FUEL BILLS	092111		09/21/2011	9.00	09/11	0
							234.30	*	PR
51-40-140	WATER UTILITY FUND - EXPENDITURES - Uniforms								
	5772	RED WING - OGDEN	BOOTS - CLINT	162027		10/20/2011	120.00	10/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	5782	RHINO LININGS	LINING FOR F250	619		11/03/2011	499.00	11/11	0
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping								
	5870	ROCKY MOUNTAIN POWER	POWER BILL FOR PUMP HOUSE ON CHURCH STREER A	092311		09/23/2011	607.65	09/11	0
									PR
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance								
	5880	ROCKY MOUNTAIN TURF	PARK SUPPLIES	43905		09/21/2011	45.88	09/11	0
10-60-421	GENERAL FUND - STREETS - Pedestrian Safety								
	6060	SAFETY SUPPLY & SIGN COMPA	vests and X-ing guard sign	129883		10/19/2011	176.26	10/11	0
10-34-250	GENERAL FUND - CHARGES FOR SERVICES - Bldg Rental/Park Use (Bowery)								
	13189	SMITH, STEPHANIE	CIVIC CENTER DEPOSIT REIMBURSE	110711		11/07/2011	205.00	11/11	0
51-40-483	WATER UTILITY FUND - EXPENDITURES - Emergency R & R Water								
	6540	STAKER & PARSON COMPANIES	DUMPING FEES	2942253		10/12/2011	66.48	10/11	0
10-60-250	GENERAL FUND - STREETS - Equipment Supplies & Maint.								
	5730	TOM RANDALL DISTRIBUTING	DIESEL FUEL FOR CITY FUEL TANK	0180812		10/27/2011	362.79	10/11	0
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	5730	TOM RANDALL DISTRIBUTING	DIESEL FUEL FOR CITY FUEL TANK	0180812		10/27/2011	362.79	10/11	0
52-40-250	SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	5730	TOM RANDALL DISTRIBUTING	DIESEL FUEL FOR CITY FUEL TANK	0180812		10/27/2011	362.79	10/11	0
54-40-250	STORM SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	5730	TOM RANDALL DISTRIBUTING	DIESEL FUEL FOR CITY FUEL TANK	0180812		10/27/2011	362.79	10/11	0
10-43-262	GENERAL FUND - ADMINISTRATIVE - General Government Buildings								
	7065	UNIFIRST CORPORATION	CITY MATS	3561312938		10/05/2011	20.80	10/11	0
	7065	UNIFIRST CORPORATION	CITY MATS	3561317199		10/19/2011	20.80	10/11	0
	7065	UNIFIRST CORPORATION	CITY MATS	3561321449		11/02/2011	20.80	11/11	0

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							62.40	*	
20-71-262	RECREATION FUND - RECREATION EXPENDITURES - General Government Buildings								
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561317196		10/19/2011	39.00	10/11	0
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561319298		10/26/2011	39.00	10/11	0
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561315063		10/12/2011	39.00	10/11	0
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561312935		10/05/2011	39.00	10/11	0
							156.00	*	
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085 UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES		5366		10/26/2011	40.16	10/11	0
52-40-250	SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085 UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES		5366		10/26/2011	40.16	10/11	0
53-40-250	SANITATION UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085 UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES		5366		10/26/2011	40.16	10/11	0
54-40-250	STORM SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085 UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES		5366		10/26/2011	40.17	10/11	0
10-22250	GENERAL FUND - WORKERS COMPENSATION								
	7320 UTAH LOCAL GOVERNMENTS TI	WORKERS COMP		1426566		11/10/2011	1,104.04	10/11	0
10-42-980	GENERAL FUND - JUDICIAL - St. Treasurer Surcharge								
	7386 UTAH STATE TREASURER	MONTHLY SURCHARGES -		110311		11/03/2011	4,678.50	10/11	0
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping								
	13059 UTILITY COST MANAGEMENT CC	UTILITY MANAGEMENT		14953		10/31/2011	213.39	10/11	0
52-40-270	SEWER UTILITY FUND - EXPENDITURES - Sewer - Power & Pumping								
	13059 UTILITY COST MANAGEMENT CC	UTILITY MANAGEMENT		14953		10/31/2011	213.38	10/11	0
45-40-740	CAPITAL PROJECTS FUND - EXPENDITURES - GENERAL CAPITAL PROJECTS								
	7440 VALLEY NURSERY	TREES FOR CMP		7899877		10/06/2011	832.00	10/11	0
53-40-492	SANITATION UTILITY FUND - EXPENDITURES - Sanitation Fee Charges								
	7650 WASATCH INTEGRATED WASTE	DUMP/BURN FEES		12728		10/21/2011	12,479.25	10/11	0
10-43-262	GENERAL FUND - ADMINISTRATIVE - General Government Buildings								
	7950 WHITEHEAD ELECTRIC INC	Sign supplies		113740401		10/12/2011	39.81	10/11	0
10-70-250	GENERAL FUND - PARKS - Equipment Supplies & Maint.								

7980	WILKINSON SUPPLY	PARK SUPPLIES	98051	10/27/2011	26.91	10/11	0
7980	WILKINSON SUPPLY	PARK SUPPLIES	97649	10/19/2011	146.34	10/11	0
7980	WILKINSON SUPPLY	PARK SUPPLIES	97269	10/11/2011	4.61	10/11	0
7980	WILKINSON SUPPLY	PARK SUPPLIES	97997	10/26/2011	11.72	10/11	0
					189.58	*	
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance						
7980	WILKINSON SUPPLY	MOWER MAINTENANCE	97598	10/18/2011	158.40	10/11	0
Grand Total:					41,495.50		

Dated: _____

City Treasurer: _____

City Manager: _____

Report Criteria:

Invoice.Payment Due Date = {<=} 11/12/2011

Report Criteria:

Invoice.Payment Due Date = {<=} 11/19/2011

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance								
	30 A COMPANY INC SLC	PORTABLE RESTROOMS - CMP		782565		11/01/2011	86.74	10/11	0
20-71-487	RECREATION FUND - RECREATION EXPENDITURES - KNIGHT'S FOOTBALL								
	30 A COMPANY INC SLC	PORTABLE RESTROOMS - FOOTBALL		782930		11/01/2011	73.25	10/11	0
10-42-313	GENERAL FUND - JUDICIAL - Professional/Tech. - Attorney								
	236 ALLRED, CHRISTOPHER F	ATTORNEY FEES		OCT 2011		11/03/2011	500.00	10/11	0
51-37-100	WATER UTILITY FUND - WATER UTILITIES REVENUE - WATER SALES								
	13942 ARS FLOOD & FIRE CLEANUP	OVERPAYMENT ON UB ACCOUNT#1200004		111011		11/10/2011	36.00	11/11	0
10-43-280	GENERAL FUND - ADMINISTRATIVE - Telephone								
	1375 AT&T MOBILITY	FIRE - ENGINE ONE AIRCARD		38X10242011		11/11/2011	60.62	11/11	0
45-21350	CAPITAL PROJECTS FUND - PERFORMANCE BONDS ON DEPOSIT								
	13946 BAUR, STEWART	CB RETURN #SWC110707042		111411		11/14/2011	500.00	11/11	0
51-40-480	WATER UTILITY FUND - EXPENDITURES - Special Water Supplies								
	870 BLUE STAKES OF UTAH	BLUE STAKES TRANSMISSIONS		JT201101004		10/31/2011	94.43	10/11	0
20-71-610	RECREATION FUND - RECREATION EXPENDITURES - Miscellaneous Supplies								
	13664 BROWN, CURTIS	SIGNS FOR REC		110711		11/07/2011	66.00	11/11	0
10-43-280	GENERAL FUND - ADMINISTRATIVE - Telephone								
	5645 CENTURYLINK	TELEPHONE BILLS		111011		11/10/2011	124.05	11/11	0
45-21350	CAPITAL PROJECTS FUND - PERFORMANCE BONDS ON DEPOSIT								
	13944 COOL COVERS	CB RETURN #SWC110901057		110711		11/07/2011	200.00	11/11	0
20-21365	RECREATION FUND - KNIGHTS FOOTBALL DEPOSITS								
	13945 CRISCIONE, REGINA	KNIGHTS FOOTBALL EQUIP DEPOSIT RETURN		110711		11/07/2011	100.00	11/11	0
10-42-317	GENERAL FUND - JUDICIAL - Professional/Technical-Bailiff								
	1750 DAVIS COUNTY GOVERNMENT	BALIFF DUTIES		55911		11/07/2011	168.90	10/11	0
51-40-490	WATER UTILITY FUND - EXPENDITURES - Water O & M Charge								
	1750 DAVIS COUNTY GOVERNMENT	WATER SAMPLES - JULY - DEC 2011		55929		11/08/2011	420.00	11/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
10-34-250	GENERAL FUND - CHARGES FOR SERVICES - Bldg Rental/Park Use (Bowery)								
	13943 HIXSON, VALERIE		CIVIC CENTER DEPOSIT RETURN	111411		11/14/2011	200.00	11/11	0
10-43-370	GENERAL FUND - ADMINISTRATIVE - Professional & Tech. Services								
	3285 INFOBYTES, INC.		DESIGN WORK AND UPDATES	3325		11/01/2011	37.50	11/11	0
	3285 INFOBYTES, INC.		INITIAL INVESTMENT STARGOV	3325		11/01/2011	197.48	11/11	0
							234.98	*	
10-61-411	GENERAL FUND - CLASS "C" ROADS - Snow Removal								
	3660 INTERWEST SUPPLY CO		SNOW BLADES	0033043	2131	10/31/2011	1,482.40	11/11	0
	3660 INTERWEST SUPPLY CO		SNOW BLADES	0033044	2133	10/31/2011	1,543.70	11/11	0
							3,026.10	*	
10-43-262	GENERAL FUND - ADMINISTRATIVE - General Government Buildings								
	3810 JOHNSON ELECTRIC		City office marquee - repairs	892		10/21/2011	372.12	10/11	0
10-60-271	GENERAL FUND - STREETS - Utilities - Street Lights								
	3810 JOHNSON ELECTRIC		STREET LIGHT REPAIR WORK	896		10/20/2011	474.78	10/11	0
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
	4087 LEFAVOR ENVELOPE COMPANY		OFFICE SUPPLIES - ENVELOPES	133097	2130	10/31/2011	62.55	10/11	0
20-71-262	RECREATION FUND - RECREATION EXPENDITURES - General Government Buildings								
	4620 MOUNTAIN ALARM		CCTV SYSTEM - REPAIRS	649004		11/01/2011	600.00	11/11	0
10-43-220	GENERAL FUND - ADMINISTRATIVE - Public Notices								
	5135 OGDEN PUBLISHING CORPORA		PUBLIC NOTICES	467835		10/01/2011	171.35	10/11	0
10-43-316	GENERAL FUND - ADMINISTRATIVE - Elections								
	5135 OGDEN PUBLISHING CORPORA		ELECTION	468315		10/06/2011	149.27	10/11	0
	5135 OGDEN PUBLISHING CORPORA		ELECTION	469608		10/19/2011	182.39	10/11	0
							331.66	*	
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
	5777 RECOMMENDED BUILDING MAIN		CUSTODIAL SUPPLIES	111913		11/01/2011	.00	10/11	0
10-43-370	GENERAL FUND - ADMINISTRATIVE - Professional & Tech. Services								
	5777 RECOMMENDED BUILDING MAIN		CUSTODIAL SERVICES	111913		11/01/2011	497.00	11/11	0
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
	5780 RELIABLE BUSINESS SYSTEMS		TAX FORMS	24977		10/14/2011	190.94	10/11	0
53-40-492	SANITATION UTILITY FUND - EXPENDITURES - Sanitation Fee Charges								

5845	ROBINSON WASTE SERVICES IN	GARBAGE HAULING -	138045	10/31/2011	8,652.74	10/11	0	
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping							
5870	ROCKY MOUNTAIN POWER	POWER BILL FOR PUMP HOUSE ON CHURCH STREER Aα	092311	09/23/2011	607.65	09/11	0	PR
5870	ROCKY MOUNTAIN POWER	POWER BILL FOR PUMP HOUSE ON CHURCH STREER Aα	102411	10/24/2011	584.73	10/11	0	PR
					1,192.38	*		
10-61-411	GENERAL FUND - CLASS "C" ROADS - Snow Removal							
5880	ROCKY MOUNTAIN TURF	SNOW REMOVER EQUIP REPAIRS	737849	11/01/2011	237.50	11/11	0	
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance							
5880	ROCKY MOUNTAIN TURF	PARK SUPPLIES	43905	09/21/2011	45.88	09/11	0	
10-61-411	GENERAL FUND - CLASS "C" ROADS - Snow Removal							
6360	SIX STATES DISTRIBUTORS INC	TRUCK/SNOW PLOW PARTS	325234	10/31/2011	62.95	10/11	0	
01-11750	COMBINED CASH FUND - UTILITY CASH CLEARING							
13940	SJOBLOM, JUSTIN	OVERPAYMENT ON UB #9550708	111411	11/14/2011	110.00	11/11	0	
10-43-313	GENERAL FUND - ADMINISTRATIVE - Professional/Tech. - Attorney							
6456	SMITH KNOWLES PC	HARRIS' REQUEST	150532	10/31/2011	60.00	10/11	0	
6456	SMITH KNOWLES PC	HARRIS' CASE	150531	10/13/2011	1,367.50	10/11	0	
6456	SMITH KNOWLES PC	MONTHLY ATTORNEY FEES	150533	10/31/2011	1,300.00	10/11	0	
					2,727.50	*		
20-71-620	RECREATION FUND - RECREATION EXPENDITURES - Miscellaneous Services							
13633	STAT PADS, LLC	FAC ANNUAL RENEWAL	42319	11/01/2011	125.00	11/11	0	
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance							
401026	STATE OF UTAH GASCARD	FUEL FOR PW	NP32048019	10/31/2011	321.16	11/11	0	
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.							
401026	STATE OF UTAH GASCARD	FUEL FOR PW	NP32048019	10/31/2011	183.51	11/11	0	
52-40-250	SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.							
401026	STATE OF UTAH GASCARD	FUEL FOR PW	NP32048019	10/31/2011	183.51	11/11	0	
53-40-250	SANITATION UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.							
401026	STATE OF UTAH GASCARD	FUEL FOR PW	NP32048019	10/31/2011	183.51	11/11	0	
54-40-250	STORM SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.							
401026	STATE OF UTAH GASCARD	FUEL FOR PW	NP32048019	10/31/2011	45.88	11/11	0	
10-43-370	GENERAL FUND - ADMINISTRATIVE - Professional & Tech. Services							
6800	TECSERV, INC.	MONTHLY COMPUTER SERVICE	10754	11/01/2011	500.00	11/11	0	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
51-21350	13941	TOLLEY, DANNY	WATER UTILITY FUND - CUSTOMER DEPOSITS REFUND ON UB DEPOSIT #3203200	111111		11/11/2011	42.62	11/11	0
Grand Total:							23,113.85		

Dated: Nov. 15, 2011

City Treasurer: _____

City Manager: [Signature] ✓

Report Criteria:

Invoice.Payment Due Date = {<=} 11/19/2011

Report Criteria:

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
20-71-480	RECREATION FUND - RECREATION EXPENDITURES - Basketball								
127	ACADEMY SPORTS	BASKETBALL JERSEYS		110211	2137	11/02/2011	973.00	10/11	0
20-71-482	RECREATION FUND - RECREATION EXPENDITURES - Soccer								
127	ACADEMY SPORTS	SOCCER JERSEYS		224368		11/02/2011	917.30	10/11	0
10-43-253	GENERAL FUND - ADMINISTRATIVE - Equipment Maint. - Software								
1310	CDW GOVERNMENT INC	SOFTWARE FOR SERVER UPGRADE		1708434	2135	11/02/2011	3,495.00	10/11	0
10-43-740	GENERAL FUND - ADMINISTRATIVE - Equipment Purchases								
1310	CDW GOVERNMENT INC	BACKUPS FOR SERVER		1851692		11/04/2011	372.12	11/11	0
10-43-745	GENERAL FUND - ADMINISTRATIVE - EQUIPMENT COSTING OVER \$500								
1310	CDW GOVERNMENT INC	SERVER		B277398	2135	11/15/2011	2,533.21	11/11	0
52-40-491	SEWER UTILITY FUND - EXPENDITURES - SEWER TREATMENT FEE								
1335	CENTRAL WEBER SEWER IMPR	QUARTERLY SEWER FEE		2852		11/07/2011	80,760.00	11/11	0
45-21350	CAPITAL PROJECTS FUND - PERFORMANCE BONDS ON DEPOSIT								
13841	DESTINATION HOMES	COMPLETION BOND # SWC11041820		111711		11/17/2011	500.00	11/11	0
54-40-493	STORM SEWER UTILITY FUND - EXPENDITURES - Storm Sewer O & M								
13014	HANSEN & ASSOCIATES	ENGINEERING SERVICES - STORM SEWER AT CMP		11621		11/08/2011	661.19	10/11	0
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
3241	IKON OFFICE SOLUTIONS	STAPLES FOR COPY MACHINE		1032180759		11/16/2011	38.00	11/11	0
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
3280	INDUSTRIAL TOOL BOX	PIPE WRENCH		35022		10/30/2011	92.99	11/11	0
10-43-312	GENERAL FUND - ADMINISTRATIVE - Professional/Tech. - Engineer								
3793	JONES AND ASSOCIATES	DAVIS COUNTY DIRECTORY MAPS UPDATE		14906		11/01/2011	47.50	10/11	0
3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - OLD PEA VINERY		14907		11/01/2011	950.00	10/11	0
3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - SILVERLEAF #4		14907		11/01/2011	332.50	10/11	0
3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - HIGH MARK CHARTER SCHOO		14907		11/01/2011	2,075.00	10/11	0
3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - DAHL SUBDIVISION		14907		11/01/2011	200.50	10/11	0
3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - KENNYWOOD SUBDIVISION		14907		11/01/2011	406.50	10/11	0
3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - SILVERLEAF PHASE #2		14907		11/01/2011	159.00	10/11	0

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	3793	JONES AND ASSOCIATES	ENGINEERING SERVICES - SILVERLEAF PHASE #3	14907		11/01/2011	159.00	10/11	0
	3793	JONES AND ASSOCIATES	PREP FOR BLOCK CAPTAIN MAP	14906		11/01/2011	817.50	10/11	0
	3793	JONES AND ASSOCIATES	SOUTH WEBER STREET MAP UPDATE	14906		11/01/2011	58.00	10/11	0
							5,205.50	*	
10-61-730	GENERAL FUND - CLASS "C" ROADS - Street Overlay								
	3793	JONES AND ASSOCIATES	2011 STREET MAINTENANCE PROJECTS	14906		11/01/2011	1,300.00	10/11	0
22-40-699	STORM SEWER IMPACT FEE FUND - EXPENDITURES - STORM SEWER IMPACT FEE PROJECT								
	3793	JONES AND ASSOCIATES	2011 SOUTH WEBER STORM DRAINAGE	14906		11/01/2011	727.00	10/11	0
24-40-760	ROAD IMPACT FEE FUND - EXPENDITURES - Projects								
	3793	JONES AND ASSOCIATES	STREET CFP	14906		11/01/2011	332.50	10/11	0
	3793	JONES AND ASSOCIATES	2013-2018 LETTER OF INTENT FOR ROUND ABOUT PROJE	14906		11/01/2011	1,073.50	10/11	45130902
							1,406.00	*	
45-40-740	CAPITAL PROJECTS FUND - EXPENDITURES - GENERAL CAPITAL PROJECTS								
	3793	JONES AND ASSOCIATES	CANYON MEADOWS PARK - PROJECT DESIGN	14906		11/01/2011	142.50	10/11	0
	3793	JONES AND ASSOCIATES	CANYON MEADOWS PARK - RESTROOM	14906		11/01/2011	2,232.50	10/11	45010904
							2,375.00	*	
51-16670	WATER UTILITY FUND - WATER - WIP								
	3793	JONES AND ASSOCIATES	RESERVIOR # 4 CONSTRUCTION MGMT	14906		11/01/2011	2,989.00	10/11	45070902
	3793	JONES AND ASSOCIATES	ENGINEERING SERVICES- CHURCH STREET PUMP HOUSE	14906		11/01/2011	630.00	10/11	45070903
							3,619.00	*	
51-40-312	WATER UTILITY FUND - EXPENDITURES - Professional/Technical-Engin								
	3793	JONES AND ASSOCIATES	GIS CONSULTATIONS	14906		11/01/2011	375.00	10/11	0
	3793	JONES AND ASSOCIATES	SOUTH WEBER CULINARY WATER MAP UPDATES	14906		11/01/2011	58.00	10/11	0
	3793	JONES AND ASSOCIATES	CULINARY WATER SYSTEM CFP	14906		11/01/2011	47.50	10/11	0
	3793	JONES AND ASSOCIATES	2011 WATERLINE PROJECTS	14906		11/01/2011	539.00	10/11	0
							1,019.50	*	
54-40-312	STORM SEWER UTILITY FUND - EXPENDITURES - Professional/Technical-Engin								
	3793	JONES AND ASSOCIATES	SOUTH WEBER SANITARY SEWER MAP MAP BOOK UPDA	14906		11/01/2011	406.00	10/11	0
	3793	JONES AND ASSOCIATES	475 EAST STREET OUTFALL DIVERSION	14906		11/01/2011	120.00	10/11	0
	3793	JONES AND ASSOCIATES	SOUTH BENCH DRAINAGE ANALYSIS	14906		11/01/2011	1,233.50	10/11	0
	3793	JONES AND ASSOCIATES	DAVIS COUNTY STORM WATER COALITION MEETING	14906		11/01/2011	103.50	10/11	0
	3793	JONES AND ASSOCIATES	CANYON MEADOWS PARK - DRAINAGE	14906		11/01/2011	397.50	10/11	0
	3793	JONES AND ASSOCIATES	FERNELIUS STORM DRAIG EASEMENT	14906		11/01/2011	872.50	10/11	0
	3793	JONES AND ASSOCIATES	SOUTH WEBER STORM DRAIN MAP & MAP BOOK UPDATE	14906		11/01/2011	725.00	10/11	0
	3793	JONES AND ASSOCIATES	SOUTH WEBER STORM WATER CFP	14906		11/01/2011	47.50	10/11	0
							3,905.50	*	
10-61-411	GENERAL FUND - CLASS "C" ROADS - Snow Removal								
	4950	NORTH AMERICAN SALT COMP	SALT FOR SNOW REMOVAL	70750283		11/07/2011	1,325.26	11/11	0

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10-43-220	GENERAL FUND - ADMINISTRATIVE - Public Notices									
	5135	OGDEN PUBLISHING CORPORA	PUBLIC NOTICES	469820		10/22/2011	130.87	10/11	0	
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.									
	5772	RED WING - OGDEN	BOOTS - ROB	001-161501		09/20/2011	100.00	11/11	0	
10-43-270	GENERAL FUND - ADMINISTRATIVE - Utilities									
	5870	ROCKY MOUNTAIN POWER	POWER BILL - CIVIC CENTER	110711-1		11/07/2011	40.53	11/11	0	
	5870	ROCKY MOUNTAIN POWER	POWER BILL - CITY HALL	110711-1		11/07/2011	205.13	11/11	0	
	5870	ROCKY MOUNTAIN POWER	POWER BILL-	110711-1		11/07/2011	660.00	11/11	0	
	5870	ROCKY MOUNTAIN POWER	POWER BILL - FIRE STATION	110711-1		11/07/2011	233.61	11/11	0	
	5870	ROCKY MOUNTAIN POWER	POWER BILL-SHOP	110711-1		11/07/2011	130.46	11/11	0	
							1,269.73	*		
10-60-271	GENERAL FUND - STREETS - Utilities - Street Lights									
	5870	ROCKY MOUNTAIN POWER	POWER BILL - STREET LIGHTS	110711-1		11/07/2011	2,251.26	11/11	0	
10-60-421	GENERAL FUND - STREETS - Pedestrian Safety									
	5870	ROCKY MOUNTAIN POWER	POWER BILL-SCHOOL CROSSING	110711-1		11/07/2011	20.40	11/11	0	
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance									
	5870	ROCKY MOUNTAIN POWER	POWER - SPRINKLERS	110711-1		11/07/2011	201.26	11/11	0	
	5870	ROCKY MOUNTAIN POWER	POWER BILL- RESTROOMS	110711-1		11/07/2011	79.08	11/11	0	
							280.34	*		
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping									
	5870	ROCKY MOUNTAIN POWER	POWER BILL FOR PUMP HOUSE ON CHURCH STREER Acc	092311		09/23/2011	607.65	09/11	0	PR
	5870	ROCKY MOUNTAIN POWER	POWER BILL- PUMP STATIONS	110711-1		11/07/2011	2,084.84	11/11	0	
	5870	ROCKY MOUNTAIN POWER	POWER BILL FOR PUMP HOUSE ON CHURCH STREER Acc	102411		10/24/2011	584.73	10/11	0	PR
							3,277.22	*		
10-43-240	GENERAL FUND - ADMINISTRATIVE - Office Supplies & Expense									
	6150	SCHWAAB, INC	NOTARY STAMP - EMILY THOMAS	B52184		09/28/2011	35.00	10/11	0	
10-43-316	GENERAL FUND - ADMINISTRATIVE - Elections									
	6545	STANDARD EXAMINER	BALLOT EXAMPLE	470235		10/27/2011	187.87	10/11	0	
10-43-510	GENERAL FUND - ADMINISTRATIVE - Insurance & Surety Bonds									
	7320	UTAH LOCAL GOVERNMENTS TI	BLANKET BOND	1428247		11/10/2011	126.00	11/11	0	
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping									
	13059	UTILITY COST MANAGEMENT CC	UTILITY MANAGEMENT	14992		11/15/2011	194.75	11/11	0	
52-40-270	SEWER UTILITY FUND - EXPENDITURES - Sewer - Power & Pumping									

13059	UTILITY COST MANAGEMENT CC	UTILITY MANAGEMENT	14992	11/15/2011	194.74	11/11	0
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping						
401011	VERIZON WIRELESS	ACCT#571944126-00002	1028537148	11/08/2011	57.18	11/11	0
10-34-250	GENERAL FUND - CHARGES FOR SERVICES - Bldg Rental/Park Use (Bowery)						
10450	WORKMAN, HEATHER	CIVIC CENTER DEPOSIT REFUND	11611	11/16/2011	200.00	11/11	0
Grand Total:					<u>119,550.93</u>		

Dated: _____

City Treasurer: _____

City Manager: _____

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10-43-280	GENERAL FUND - ADMINISTRATIVE - Telephone								
401042	ACCT# 8495 44 058 0141839	TELEPHONE/INTERNET # 8495440580141839		111311		11/13/2011	190.37	11/11	0
20-71-270	RECREATION FUND - RECREATION EXPENDITURES - Utilities								
401050	ACCT# 8495 44 058 0142167	INTERNET/PHONE AT FAC		111911		11/19/2011	131.64	11/11	0
10-61-730	GENERAL FUND - CLASS "C" ROADS - Street Overlay								
145	ADVANCED PAVING CONSTRUC	2011 STREET MAINT PROJECT - 8200 S		:STIMATE #2		11/18/2011	73,269.31	11/11	2011
10-57-250	GENERAL FUND - FIRE PROTECTION - Equipment Supplies & Maint.								
1375	AT&T MOBILITY	FIRE - ENGINE ONE AIRCARD		38X11242011		11/16/2011	61.52	11/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
1240	CARQUEST AUTO PARTS	VEHICLE SUPPLIES		9226-166495		11/02/2011	30.54	10/11	0
10-57-370	GENERAL FUND - FIRE PROTECTION - Professional & Tech. Services								
1255	CASCADE SUBSCRIPTION SERV	FIRE ENGINEERING MAGAZINE		1167977		11/10/2011	76.00	11/11	0
51-40-252	WATER UTILITY FUND - EXPENDITURES - Equipment Maint. - Caselle								
1260	CASELLE INC	COMPUTER SUPPORT		40255		11/01/2011	1,030.00	11/11	0
52-40-252	SEWER UTILITY FUND - EXPENDITURES - Equipment Maint. - Caselle								
1260	CASELLE INC	COMPUTER SUPPORT		40255		11/01/2011	688.00	11/11	0
20-71-487	RECREATION FUND - RECREATION EXPENDITURES - KNIGHT'S FOOTBALL								
1421	CLEARFIELD CITY	FOOTBALL COACH BADGES		485		11/16/2011	85.00	11/11	0
45-21350	CAPITAL PROJECTS FUND - PERFORMANCE BONDS ON DEPOSIT								
13949	CONCEPTS & CONSTRUCTION	COMPLETION BOND #SWC110509023		112311		11/23/2011	500.00	11/11	0
10-54-310	GENERAL FUND - PUBLIC SAFETY - Sheriff's Department								
1750	DAVIS COUNTY GOVERNMENT	LAW ENFORCEMENT - ADDITIONAL FEES		56085		11/22/2011	1,341.32	11/11	0
20-71-270	RECREATION FUND - RECREATION EXPENDITURES - Utilities								
1840	DAVIS SCHOOL DISTRICT	FAMILY ACTIVITY UTILITY-		72779		11/10/2011	5,116.00	11/11	0
10-43-210	GENERAL FUND - ADMINISTRATIVE - Books/Subscriptions/Membership								
3230	IIMC	MEMBERSHIP DUES - Erika Ahlstrom, CMC		112811		11/28/2011	160.00	11/11	0

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10-43-240	GENERAL FUND - ADMINISTRATIVE - Office Supplies & Expense								
	5010 OFFICE DEPOT		OFFICE SUPPLIES RETURNED	34457662001		11/02/2011	63.24 - 11/11		0
10-22250	GENERAL FUND - WORKERS COMPENSATION								
	7320 UTAH LOCAL GOVERNMENTS TRUST		WORKERS COMP	1428246		11/15/2011	1,104.04 11/11		0
10-43-510	GENERAL FUND - ADMINISTRATIVE - Insurance & Surety Bonds								
	7320 UTAH LOCAL GOVERNMENTS TRUST		CREDIT	1426564		11/10/2011	115.00 - 11/11		0
Grand Total:							83,605.50		

Dated: _____

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City Manager: _____

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10-60-745	GENERAL FUND - STREETS - EQUIPMENT COSTING OVER \$500								
	50	A&M OUTDOOR HOME CENTER	SNOW REMOVAL EQUIPMENT	7358915		10/28/2011	1,234.05	11/11	0
10-43-280	GENERAL FUND - ADMINISTRATIVE - Telephone								
	401018	ACCT# 8495 44 058 0141797	ACCT# 8495 44 058 0141797 - CITY HALL	111311		11/13/2011	267.32	11/11	0
	401042	ACCT# 8495 44 058 0141839	TELEPHONE/INTERNET # 8495440580141839	111311		11/13/2011	190.37	11/11	0
							190.37	*	
20-71-270	RECREATION FUND - RECREATION EXPENDITURES - Utilities								
	401050	ACCT# 8495 44 058 0142167	INTERNET/PHONE AT FAC	111911		11/19/2011	131.64	11/11	0
10-43-620	GENERAL FUND - ADMINISTRATIVE - Miscellaneous Services								
	245	ALPHAGRAPHICS	CHRISTMAS PARTY INVITES	108043		11/17/2011	37.60	11/11	0
10-43-280	GENERAL FUND - ADMINISTRATIVE - Telephone								
	60	AT&T	APPLY TO ACCT#051308-8076 001	111011		11/10/2011	34.28	11/11	0
20-71-610	RECREATION FUND - RECREATION EXPENDITURES - Miscellaneous Supplies								
	13664	BROWN, CURTIS	DVD PLAYER FOR FAC	113011		11/30/2011	67.27	12/11	0
51-40-252	WATER UTILITY FUND - EXPENDITURES - Equipment Maint. - Caselle								
	1260	CASELLE INC	COMPUTER SUPPORT	40255		11/01/2011	1,030.00	11/11	0
52-40-252	SEWER UTILITY FUND - EXPENDITURES - Equipment Maint. - Caselle								
	1260	CASELLE INC	COMPUTER SUPPORT	40255		11/01/2011	688.00	11/11	0
10-43-241	GENERAL FUND - ADMINISTRATIVE - Materials & Supplies								
	1378	CINTAS CORPORATION #180	MATS/TOWELS	18000000002		11/16/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180249964		11/23/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180247228		11/16/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180252687		11/30/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180241705		11/02/2011	12.00	11/11	0
	1378	CINTAS CORPORATION #180	MATS/TOWELS	180244464		11/09/2011	12.00	10/11	0
							72.00	*	
52-40-140	SEWER UTILITY FUND - EXPENDITURES - Uniforms								
	1378	CINTAS CORPORATION #180	UNIFORMS	180244464		11/09/2011	65.93	10/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	180249964		11/23/2011	65.93	11/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	18000000002		11/16/2011	23.88	12/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	180252687		11/30/2011	65.93	11/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
	1378	CINTAS CORPORATION #180	UNIFORMS	180247228		11/16/2011	65.93	11/11	0
	1378	CINTAS CORPORATION #180	UNIFORMS	180241705		11/02/2011	65.93	11/11	0
							305.77	*	
20-71-241	RECREATION FUND - RECREATION EXPENDITURES - Materials & Supplies								
	1379	CINTAS FIRST AID & SAFETY	FIRST AIDE STATIONS - FAC	0199285190		11/14/2011	10.03	11/11	0
10-43-610	GENERAL FUND - ADMINISTRATIVE - Miscellaneous Supplies								
	1667	CROWN TSHIRTS	SHIRTS FOR ALL STAFF	1643		11/23/2011	449.50	11/11	0
10-54-310	GENERAL FUND - PUBLIC SAFETY - Sheriff's Department								
	1750	DAVIS COUNTY GOVERNMENT	LAW ENFORCEMENT -	56152		12/02/2011	9,915.75	11/11	0
10-54-311	GENERAL FUND - PUBLIC SAFETY - Animal Control								
	1750	DAVIS COUNTY GOVERNMENT	ANIMAL CONTROL	56152		12/02/2011	965.66	11/11	0
51-40-490	WATER UTILITY FUND - EXPENDITURES - Water O & M Charge								
	1920	DE'S KEY SERVICE	KEYS FOR NEW PUMP HOUSE	44930		11/15/2011	30.00	11/11	0
10-70-261	GENERAL FUND - PARKS - Grounds Supplies & Maintenance								
	2310	EVCO HOUSE OF HOSE	HYDRAULIC HOSE	OG007200		11/28/2011	80.63	11/11	0
	2310	EVCO HOUSE OF HOSE	HYDRAULIC HOSE	OG007258		11/28/2011	101.90	11/11	0
	2310	EVCO HOUSE OF HOSE	HYDRAULIC HOSE	OG006471		11/15/2011	94.76	11/11	0
							277.29	*	
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19535		10/28/2011	212.14	11/11	0
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19745		12/03/2011	212.73	11/11	0
							424.87	*	
52-40-250	SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19535		10/28/2011	212.14	11/11	0
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19745		12/03/2011	212.73	11/11	0
							424.87	*	
53-40-250	SANITATION UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19745		12/03/2011	212.73	11/11	0
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19535		10/28/2011	212.14	11/11	0
							424.87	*	
54-40-250	STORM SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19745		12/03/2011	212.74	11/11	0
	2643	FREEDOM MAILING SERVICES, II	UTILITY BILLING	19535		10/28/2011	212.14	11/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
							424.88	*	
10-34-250	GENERAL FUND - CHARGES FOR SERVICES - Bldg Rental/Park Use (Bowery)								
	13653 FREEMAN, AUTUMN		REIMBURSE CIVIC CENTER DEPOSIT	120611		12/06/2011	200.00	12/11	0
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	4835 HD SUPPLY WATERWORKS		WATER - VALVE	3952445		11/17/2011	260.88	11/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	3120 HERRICK INDUSTRIAL SUPPLY		TOOL BOX-PUBLIC WORKS TRUCK	1457297-01		11/29/2011	617.62	11/11	0
10-60-260	GENERAL FUND - STREETS - Buildings & Grounds - Shop								
	3120 HERRICK INDUSTRIAL SUPPLY		SHOP MATERIALS	1459060-01		11/29/2011	15.93	11/11	0
51-40-480	WATER UTILITY FUND - EXPENDITURES - Special Water Supplies								
	3120 HERRICK INDUSTRIAL SUPPLY		WATER - SUPPLIES	1458071-01		11/15/2011	12.63	11/11	0
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	3280 INDUSTRIAL TOOL BOX		WATER SUPPLIES	35074		11/20/2011	102.00	11/11	0
10-43-370	GENERAL FUND - ADMINISTRATIVE - Professional & Tech. Services								
	3285 INFOBYTES, INC.		INITIAL INVESTMENT STARGOV	3187		11/25/2011	197.48	11/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	3855 KELLERSTRASS ENTERPRISES,		HYDRAULIC FLUID	585253		11/15/2011	203.40	11/11	0
10-60-250	GENERAL FUND - STREETS - Equipment Supplies & Maint.								
	6140 LES SCHWAB TIRE CENTER		TIRES	152573		11/02/2011	90.00	11/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	6140 LES SCHWAB TIRE CENTER		FLAT REPAIR	159879		11/14/2011	33.20	11/11	0
	6140 LES SCHWAB TIRE CENTER		TIRES FOR SNOW PLOW	159952		11/16/2011	1,559.80	11/11	0
	6140 LES SCHWAB TIRE CENTER		SNOW TIRES	152547		11/02/2011	165.45	11/11	0
	6140 LES SCHWAB TIRE CENTER		CREDIT	113011		11/30/2011	24.53	11/11	0
	6140 LES SCHWAB TIRE CENTER		SNOW TIRES	153245		11/29/2011	297.22	11/11	0
							2,031.14	*	
10-43-262	GENERAL FUND - ADMINISTRATIVE - General Government Buildings								
	4125 LOWES PROX		OFFICE - KEY CABINET	934695		11/16/2011	18.97	11/11	0
10-60-250	GENERAL FUND - STREETS - Equipment Supplies & Maint.								
	4125 LOWES PROX		EMERGENCY TRAILER SUPPLIES	112211		11/22/2011	87.78	11/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
10-60-260	GENERAL FUND - STREETS - Buildings & Grounds - Shop								
	4125 LOWES PROX	SHOP SUPPLIES		923031		11/17/2011	14.98	11/11	0
10-61-411	GENERAL FUND - CLASS "C" ROADS - Snow Removal								
	4950 NORTH AMERICAN SALT COMP#	SALT FOR SNOW REMOVAL		70753214		11/10/2011	375.13	11/11	0
	4950 NORTH AMERICAN SALT COMP#	SALT FOR SNOW REMOVAL		70758069		11/18/2011	635.72	11/11	0
							1,010.85	*	
10-22500	GENERAL FUND - HEALTH INSURANCE PAYABLE								
	50002 OPTICARE OF UTAH	VISION PREMIUMS -		15610		12/01/2011	55.81	12/11	0
10-60-251	GENERAL FUND - STREETS - Vehicle Supplies & Maintenance								
	50003 OREILLY AUTOMOTIVE, INC.	VEHICLE SUPPLIES		356189404		11/29/2011	59.96	11/11	0
	50003 OREILLY AUTOMOTIVE, INC.	VEHICLE SUPPLIES		3596186266		11/08/2011	17.58	11/11	0
	50003 OREILLY AUTOMOTIVE, INC.	VEHICLE SUPPLIES		3596186119		11/07/2011	17.58	11/11	0
							95.12	*	
10-22500	GENERAL FUND - HEALTH INSURANCE PAYABLE								
	5543 PUBLIC EMPLOYEE HEALTH PR	Dental Insurance		110111		11/01/2011	699.22	11/11	0
10-43-270	GENERAL FUND - ADMINISTRATIVE - Utilities								
	5580 QUESTAR GAS COMPANY	NATURAL GAS FUEL BILLS		111411		11/14/2011	931.88	11/11	0
51-40-270	WATER UTILITY FUND - EXPENDITURES - Water - Power & Pumping								
	5870 ROCKY MOUNTAIN POWER	POWER BILL - PUMP STATION		112311		11/23/2011	588.43	11/11	0
51-16670	WATER UTILITY FUND - WATER - WIP								
	6540 STAKER & PARSON COMPANIES	RESERVIOR #4 RETAINGE		110811		11/08/2011	9,414.03	11/11	45070900
51-40-483	WATER UTILITY FUND - EXPENDITURES - Emergency R & R Water								
	6540 STAKER & PARSON COMPANIES	DUMPING FEES		2973270		11/26/2011	109.35	11/11	0
	6540 STAKER & PARSON COMPANIES	DUMPING FEES		2972239		11/22/2011	183.14	11/11	0
							292.49	*	
10-34-250	GENERAL FUND - CHARGES FOR SERVICES - Bldg Rental/Park Use (Bowery)								
	13417 STEVENSON, ILLONA	CIVIC CENTER DEPOSIT REIMBURSE		112811		11/28/2011	200.00	11/11	0
10-43-262	GENERAL FUND - ADMINISTRATIVE - General Government Buildings								
	7065 UNIFIRST CORPORATION	CITY MATS		3561325747		11/16/2011	20.80	11/11	0
20-71-262	RECREATION FUND - RECREATION EXPENDITURES - General Government Buildings								
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561323583		11/09/2011	39.00	11/11	0
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561327888		11/23/2011	39.00	11/11	0
	7065 UNIFIRST CORPORATION	FAC TOWELS & MATS -		3561321446		11/02/2011	39.00	11/11	0

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount	Period	GL Activity No
	7065	UNIFIRST CORPORATION	FAC TOWELS & MATS -	3561325744		11/16/2011	39.00	11/11	0
							156.00	*	
51-40-250	WATER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085	UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES	5443		11/23/2011	40.72	11/11	0
52-40-250	SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085	UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES	5443		11/23/2011	40.72	11/11	0
53-40-250	SANITATION UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085	UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES	5443		11/23/2011	40.72	11/11	0
54-40-250	STORM SEWER UTILITY FUND - EXPENDITURES - Equipment Supplies & Maint.								
	7085	UPPERCASE PRINTING, INK	UTILITY FORMS & ENVELOPES	5443		11/23/2011	40.73	11/11	0
53-40-492	SANITATION UTILITY FUND - EXPENDITURES - Sanitation Fee Charges								
	7650	WASATCH INTEGRATED WASTE	DUMP/BURN FEES	12757		11/01/2011	12,432.00	11/11	0
Grand Total:							47,318.35		

Dated: _____

City Treasurer: _____

City Manager: _____

Report Criteria:

Invoice.Payment Due Date = {<=} 12/10/2011

SOUTH WEBER CITY COUNCIL MEETING

DATE OF MEETING: 8 November 2011

TIME COMMENCED: 6:03 p.m.

PLEDGE OF ALLEGIANCE: Councilmember Lusk

PRAYER: Councilmember Thomas

PRESENT: MAYOR:

Jeff Monroe

COUNCILMEMBERS:

Michael Poff
David Thomas
Scott Woodbury
Sara Lusk
Farrell Poll

CITY MANAGER:

Rodger Worthen

CITY RECORDER:

Erika Ahlstrom

Transcriber: Minutes transcribed by Michelle Clark

5:30 p.m. *CITIZEN REQUEST: Heather Arnell; Discussion of City's Involvement in Utilities Abatement Program for Military Families*

REVIEW WARRANT REGISTERS & REVIEW AND DISCUSS AGENDA

VISITORS: Frank Harris, Gayla Harris, Jeannett Espinoza, Randy Edwards, Jesse Edwards, Heather Arnell, Duane Westbroek, Cheryl Strong, Rorie Stott, Ben Smith, Michelle Smith, Bob Flinders, Dave Fell, Randy Hilton, Bert Sheffer, Chris McGarry.

APPROVAL OF THE AGENDA: Councilmember Woodbury moved to approve the agenda as written. Councilmember Poll seconded the motion. Councilmembers Poff, Poll, Lusk, Thomas, and Woodbury voted yes. The motion carried.

DECLARATION OF CONFLICT OF INTEREST: The City Council declared no conflict of interest.

CONSENT AGENDA:

- ♦ Approval of 18 October 2011 Work & Special City Council Meeting Minutes
- ♦ Approval of 25 October 2011 City Council Meeting Minutes

Councilmember Woodbury moved to approve the consent agenda as written. Councilmember Poll seconded the motion. Councilmembers Poff, Poll, Lusk, Thomas, and Woodbury voted yes. The motion carried.

EAGLE SCOUT PROJECT PROPOSAL – B J Smith: Ben “BJ” Smith, 7957 S. 2250 E., approached the City Council and stated he is currently working on his Eagle Scout project. He would like to redo the city sign across the street from City Hall. He has gathered information concerning the cost and estimates it to be approximately \$3,000. It will need a steel bar under it to help support it. He contacted Carl Bastian, of South Weber, who is willing to donate his time and help in supporting it. He would like to contact local businesses for donations. He stated currently as you drive into South Weber, there are no signs welcoming individuals to the city. The council asked who owns the property. Erika stated that parcel belongs to Weber Basin Water. Councilmember Thomas stated he would like to see a welcome sign as individuals enter the city. Councilmember Poff stated the sign could be moved. The council liked the design submitted by BJ. Councilmember Poll stated the council has discussed a sign welcoming individuals with possible round-about etc. The council directed the city staff and Councilmember Woodbury to work with BJ. It was decided that the city could collect the money from individuals who would like to donate to the project. Mayor Monroe discussed individuals making donations on their city bill. Councilmember Woodbury complimented BJ on his ingenuity. Councilmember Poff suggested BJ get an electronic copy of the city’s logo from staff. The council suggested changing the wording from “established” to “founded” on the sign. Councilmember Woodbury stated the council would like to see the rendering before it is made.

Councilmember Woodbury moved to give the city staff direction to help BJ Smith on his Eagle Scout Project. Councilmember Lusk seconded the motion. Councilmembers Poff, Poll, Lusk, Woodbury, and Thomas voted yes. The motion carried.

RESOLUTION 11-31: Requirement for Revised Improvement Plans for Old Pea Vinery Subdivision, 7432 S. 1900 East, developer Frank Harris: Rodger Worthen, City Manager, explained that the city is requesting the developer of Old Pea Vinery Subdivision to amend the improvement plans to show the actual location of the existing waterline and to show a new waterline being installed in the street.

Frank Harris, 7432 S. 1900 E., stated he has been trying to get two homes built on this property and has been running into problems. Mr. Harris discussed the city engineer’s interest in his property to help with the project up above. He feels this is a conflict of interest. Mr. Harris stated the city engineer contacted Mr. Vigil from UDOT. Mr. Harris then discussed the location of the waterline and stated when Rex Bouchard was Mayor he engineered the waterline when Kozier Hills subdivision was going in. He stated the waterline goes up just before you get to the canal. He stated the city came in later and installed the curb. The waterline runs just back of the curb. Mr. Harris stated at the preconstruction meeting Scott Hess, City Planner, stated the waterline needs to be in the right position. Mr. Harris stated after the city engineer returned from vacation, he decided the water line should be on the other side because it has to be under the pavement. He also said that he and nobody else knew it was on the east side. Mr. Harris stated a map of 2009 shows exactly where the line is. He stated he can’t find anything in the city standard that states the line needs to be under asphalt. Mr. Harris then referred to something his wife found in which Brandon Jones discusses the west end waterline project and states that the city needs to decide whether or not to put the line under asphalt because it is cheaper not too.

Rodger stated you have to take into consideration the fact that South Weber Drive will eventually be widened.

Mayor Monroe explained there have been other developers that come in and the city has requested the same of those developers.

Mr. Harris discussed discrepancies with the boundary lines of his property. He and his wife went to the county to look at the information they have.

Councilmember Thomas referred to 11-4-8D concerning water line management distribution lines. He then referred to city standard CS-02 concerning a typical road standard.

Councilmember Poll questioned why the line was put where it was by Mayor Bouchard. **Bob Flinders, 7486 S. 1900 E.**, stated Art Ukena installed the 1" line. He explained that at that time the line was on the edge of his property. He stated that line should have never been put there. He stated the city ordinance is current but they don't agree with what happened years ago. Councilmember Poll stated the point of having utilities in the street is so that private property isn't torn up when lines need to be maintained. Councilmember Poll understands Mr. Harris' concerns. He then discussed looking at what common sense is. He suggested the possibility of an easement with the city. Mayor Monroe stated the concern would be if the easement is wide enough.

Gayla Harris, 7432 S. 1900 E., stated every time they have attended meetings with the city (Preconstruction and Planning Commission meetings), it stated all utilities will run under the parkstrip. She explained that at the end of those meetings, they always completed the items requested of them. She stated they have discussed the location of the utility boxes with the city. She is concerned about whether or not the boxes can be moved. Mr. Harris discussed the Planning Commission's views. Mayor Monroe stated the Planning Commission is tied to the city ordinances. They can't make any variances. Mr. Harris feels the Planning Commission should have given their reasons why they shot it down.

Councilmember Poll discussed why utility boxes were put where they were. Mayor Monroe stated the city really doesn't have a say as to where they put those boxes.

Councilmember Thomas stated he keeps coming back to city standards and then he referred to 8-1-8. He stated it all comes back to the design standards for the public works.

Mr. Flinders stated the easement for those utilities are about 12 ft. wide. He asked when the city standard was put into place. He suggested defining whether or not it is an easement or right-of-way. Councilmember Thomas stated these standards were set in 2009. Rodger stated if the city were to go in and replace that waterline they would put it in under the asphalt and when a developer comes in the city standard requires the line to go under the asphalt. Councilmember Poll feels it is one thing if we are pushing the frontier, but this is two vacant lots that are located in an existing subdivision. Councilmember Thomas asked where they would put it. It was stated it is currently in the right-of-way, and would eventually be under the sidewalk.

Rodger stated the city staff will do what the City Council directs us to do, but it is ultimately the council's decision. He reminded those in attendance that there are other developers that have had to move lines.

Councilmember Poff asked if the Board of Adjustment can grant a variance for this subdivision, if the council denies this. Councilmember Thomas stated the city council is the only body to make a decision on such city standard.

Discussion took place concerning when the city would replace the rest of the line. Rodger stated it would depend on whether or not the line needs to be repaired.

Jeanett Espinoza, 564 W. 5225 S. Riverdale, stated the construction of her son's house has been put off and her parents, the Harrises, aren't rich. She feels they have done everything they can. She asked the city council to override the Planning Commission and move this forward. She stated her parents have lived in South Weber a long time and they are good citizens.

Rorie Stott, 7364 S. 1700 E., stated from the point of view of the Planning Commission, he doesn't think no matter how good you are, you can write a code that can conform to everyone. He stated that is why there is a body in place that can make the decision. He feels if it isn't broke then don't fix it. He feels there isn't a reason to move the line other than to conform to city code. He feels it can be done later, because if it is going to change, they really should change the whole block. As a citizen, he feels money should be spent elsewhere in the city. He stated the line is currently in the right-of-way.

Councilmember Thomas moved to grant a subdivision variance so that the line doesn't have to be moved under the asphalt, but can remain in place and that will comply with the public works standard. Councilmember Poll seconded the motion. Councilmembers Poff, Poll, Lusk, Thomas, and Woodbury voted yes. The motion carried.

Randy Hilton, 1785 E. 7600 S., stated the city has mentioned that other individuals have been required to move the line and wondered if a lawsuit could be brought to the city because of that. Councilmember Thomas stated this is a subdivision variance and time has elapsed for that individual.

WATERLINE PROJECT: Approval to Move Forward with Waterline Replacement Project at West End of South Weber Drive: Rodger stated the City Public Works Department has reported multiple water pipeline breaks for a section (approx. 1100 feet) of pipe from approximately 200 West to the City's western boundary with Riverdale City. According to the City Public Works director Mark Larsen, the pipe is either defective or the soil PH levels are too high for the type of pipe installed. These conditions have caused several line breaks each year for several years. Some segments of the water pipe are being repaired upon previous repairs. More importantly, the pipe line is a known leaker and a significant source of water loss for the community. Rodger said a leak detection company came out and was unable to pinpoint the location of the leaks because there are so many along the line. Rodger reported that one house is serviced by the line and it terminates at Kastle Rock Excavating. He would like to do this project this winter or early next year. This is reflected as project #1 on the overall waterline replacement plan that was provided to the council.

Project #1: South Weber Drive and approximately 200 West.

Project #2: Replace water line on 6650 South from Raymond Drive to 475 East.

Project #3: Replace water line on South Weber Drive from 6650 to 475 East.

Project #4: Replace water line on South Weber Drive from 475 East to Canyon Meadows Drive.

Rodger stated the costs for project #1 as provided by the City Engineer are estimated to be \$66,440 including contingency costs if the line can be placed outside of the asphalt surface of South Weber Drive. If the line cannot be outside of the asphalt area the cost increases to \$110,550. Monies for this replacement would come from three sources, 50% from remaining bond monies for the water tank & line improvements (approximately \$150,000 remains), 25% from the water fund, and 25% from water impact fee monies.

Councilmember Poff asked if this will solve the fireflow issue (on Raymond Drive). Rodger described how projects #2, #3, #4 would address fireflow. Councilmember Lusk asked how the city determines which project should be done first. Rodger said it is determined on the condition of the line and frequency of repairs. Councilmember Poff suggested looking the possibility of doing projects #1 and #2 to help address fireflow.

Rodger stated all of these lines are vastly undersized for current fire flow protection needs, are antiquated and in need of constant repair. No recent leak testing has been performed on these lines but City staff suspects there are leaks on these lines that lead to significant water loss. He stated the city doesn't have the money to do all of these projects right now; however, there are significant fire flow issues. Councilmember Poff is concerned about the fire flow issues. He stated there are lots of homes on Raymond Drive.

Councilmember Thomas clarified that projects #3 and #4 will provide better pressure for fireflow, which would total about \$500,000. It will take quite some time to accrue significant funding in the water fund.

Councilmember Lusk is concerned about taking away the money from the fire department. She said the city council had set aside funds in the budget to save for the fire truck. Rodger said \$25,000 was set aside in the budget, but it was not figured to come from the remaining bond funds. Rodger asked if the council's priority is fire flow or leakage control. He will be researching ways to fund these other projects. Rodger reported the city has the funds to do project #1.

Councilmember Thomas moved to approve moving forward with waterline replacement at west end of South Weber Drive per recommendations of city staff. Councilmember Woodbury seconded the motion.

Discussion followed.

Councilmember Thomas moved to withdraw his previous motion and table the waterline replacement at the west end of South Weber Drive until city staff can research how to fund all the projects. Councilmember Woodbury seconded the motion.

Further discussion ensued on prioritization of projects, funding and fireflow issues. Rodger said he agrees with Councilmember Poff's suggestion to look at designing at bidding out both projects #1 and #2 and see what comes back.

Councilmember Thomas moved to withdraw his previous motion and to direct city staff to move forward with design and bidding out of the waterline replacement at west end of South Weber Drive (project #1) and project #2 6650 South from Raymond Drive to 475

East. Councilmember Poll seconded the motion. Councilmember Thomas, Lusk, Woodbury, Poff, and Poll voted yes. The motion carried.

NON-SCHEDULED DELEGATION:

Chris McGarry, 6366 S. Raymond Drive, lives in Heather Cove Subdivision where there is a fire flow issue. He is very concerned about this and would encourage the council to move forward with getting that taken care of.

MAYOR'S ITEMS:

City Christmas Dinner: This will be held on December 9th at 6:00 p.m. at Job Corp.

CITY COUNCIL ITEMS:

Councilmember Poff:

Youth Council: The Youth Council is currently conducting a Food Drive at South Weber Elementary School.

Breakfast with Santa: This will be held on December 17th.

Senior Luncheon: This will be held on December 9th.

Councilmember Lusk:

Voting: She thanked everyone who voted and wished all the candidates good luck.

CITY MANAGER ITEMS:

8200 South Project: Rodger stated this project is almost completed.

County Storm Drain Developers: Looking at project to take water off the top of the hill. He is working on this with Davis County and the developers.

ADJOURNED: Councilmember Thomas moved to adjourn the City Council meeting at 7:51 p.m. Councilmember Poll seconded the motion. Councilmembers Poff, Poll, Lusk, Thomas, and Woodbury voted yes. The motion carried.

APPROVED: _____ Date

Mayor: Jeff Monroe

Transcriber: Michelle Clark

Attest:

City Recorder: Erika Ahlstrom

NOVEMBER 8, 2011
WORK/DISCUSSION MEETING PRIOR TO CITY COUNCIL

Those in attendance to the work session were: Mayor Jeff Monroe, Councilmembers Sara Lusk, Michael Poff, Farrell Poll, Dave Thomas, Scott Woodbury, City Manager Rodger Worthen, City Recorder Erika Ahlstrom, City Engineer Brandon Jones.

Visitors: Heather Arnell, Frank Harris, Gayla Harris.

Councilmember Woodbury moved to open the work meeting. Councilmember Poll seconded the motion. Work meeting commenced at 5:30 p.m.

Citizen Request Heather Arnell for Utility Abatement for Military Families: Heather Arnell addressed the City Council, stating the military provided her with information about the Utah cities that have utility abatement policies (as of July 2011) for military families whose members who have been deployed. Heather apologized for her emotional state, informing the council that her husband was deployed today; he is in the Air Force National Guard. Heather stated that there are only two cities that are not involved in such a program – Clinton and South Weber. Some produce their own utilities, so their involvement is different. The document Heather provided shows the amount of abatement (percentage or set amount); some require that they turn in their deployment orders, and some only provide the abatement if the person deployed is the head of household. Heather said when she initially called the city about this, she had been told there have been others who have made the same request.

Mayor Monroe recommends participating in an abatement program. However there is a caveat in that sometimes the orders are given, then the person ends up not being deployed but they continue to get the benefit. Heather stated the original orders would include the coming home date, unless they get new orders or extension of orders.

Councilmember Woodbury said he supports the abatement and it should be 100% of the bill. Councilmember Poff agreed it should be for the whole city bill.

Councilmember Poll is concerned about the funds the city expends on behalf of citizens for the sewer district and Wasatch Integrated. He would support abatement for those utilities the city controls. He wonders what other cities do as far as outside costs. Mayor Monroe offered to call Lance at Central Weber Sewer District to see if they participate in the abatement program. Mayor Monroe said the Council cannot act on this right now and it needs to be put on a future agenda.

Heather said she is not looking for a handout, and she realize the city pays for services to other entities. Rodger said part of the sewer fee on the bill goes to the city, and part goes to the sewer district, so in essence the city would be paying for the residents' portion of the fee to the sewer district.

Councilmember Poff informed Heather that the Fire Department will give her husband an escort and set up flags when he comes home, so he asked that she contact the City when the time comes near.

Erika asked if the abatement is approved, how will the city address overages in water use; Mayor Monroe said it would still be 100%.

The recommendation from Mayor Monroe is abatement of 100% of the city bill with a copy of the deployment orders, and they should contact the city every quarter even if the orders say they are away longer. Councilmember Poll added that it will be the resident's responsibility to inform the city when they return, or they may be requested to reimburse the city. Erika will draft a resolution and this item will tentatively be scheduled for the December 13 agenda.

Consent Agenda Items: Mayor Monroe asked if there are any concerns with consent agenda (warrant registers or minutes). Councilmember Poff asked if the warrant register reflects the final payment to Stapp Construction. Rodger said final payments have been made to Stapp. He reported there are a few items left to review before the Staker Parson final payment.

Eagle Scout Project: BJ Smith discussed coming to the Council with Mayor Monroe. Erika said BJ will be proposing the replacement of the rock sign across the street from City Hall.

Resolution 11-31 Requirement for Revised Improvement Plans for Old Pea Vinery: Rodger stated that Attorney Steve Noel's letter summarized the issue at hand. Rodger said the Council approved the subdivision in July, then at the preconstruction meeting in August, public works director Mark Larsen discussed that the subdivision's original set of plans showed the culinary waterline on the west side of 1900 East, but that is actually the secondary waterline. The developer's contract Shaw Construction told the city the waterline is on the east side and actually behind the proposed curb and gutter for development. The City informed the developer that the waterline needed to be relocated so it would be in the road, as per City Standards. Rodger said that subsequent discussions resulted in Mr. Noel's letter. Rodger reported the developer's engineer submitted a new set of plans showing the actual location of the waterline, but did not show the relocation of the waterline in the road as was requested.

Frank Harris said the waterline goes up to Shay Lane. He said at the preconstruction meeting it was his contractor Eddy Shaw that realized the waterline was on the east side. Frank said when they went through the process they were told they passed all requirements, except that was wrong. He indicated that Mr. Hess (Scott Hess, City Planner) said the only thing they should have to do is go back and draw the waterline in correct position. Rodger said they did this, but the drawings did not show relocation of the waterline per city standard. Rodger said the new drawings also eliminated the park strip and keeps the utility boxes in their current locations. He said the sidewalks should be increased to 6 feet because we didn't approve 4 feet. Rodger said after discussions with attorneys, the same two options that have always existed are available – to change the plans to show the new waterline relocated in the street, keeping all other elements the same; or go through the approval process again. The city has offered to make some calls regarding the utility boxes.

Councilmember Poll asked how long the waterline has been in this location. Rodger has been told that the line was put in by Mayor Bouchard in an arbitrary location. Councilmember Poll asked about the utility boxes; Rodger said we may be able to make calls as they tend to work with municipalities. Councilmember Poll asked if the corner view is not an issue. Rodger said there is no line of sight issue.

It was discussed that this is a precedent setting issue. Rodger said the developer's engineer didn't do his job, and the standard is the line is to be in the road.

Gayla Harris said according to city code the line has to be in the area and has to be adequate.

The work meeting adjourned at 6:00 p.m. Work meeting minutes by Erika Ahlstrom.

SOUTH WEBER CITY COUNCIL

Staff Backup Report

Date of City Council Meeting: **December 9, 2011**

Title: **PO #2141 -CASELLE BUILDING AND INSPECTION SOFTWARE**

RECOMMENDATION

Approve Purchase Order #2141- Caselle building permit and code enforcement software module for \$7,850.00 prior to New Year and server upgrade.

BACKGROUND

The City's current building permit management software (PT-Win) by Blackbear Inc is out of date and no longer supported, nor can it be used on the City's new computer server.

The City is proposing to use a new building permit and code enforcement case management solution from Caselle called "Permit-N-Force". Caselle is currently the City's accounting software but also offers other open face modules such as Permit-N-Force. Casselle has a strong history of helping local governments and special service districts in productivity and efficiency through integrated government software solutions. Over 1,200 municipalities, counties, and service districts in 30 states have effectively and successfully implemented Casselle software modules for their service needs.

Caselle offers time saving tools for the building department to manage, account for and report building department permits. Code enforcement cases can also be managed by the software system. The support of this module will be part of the City's overall operations cost but more importantly the City will have software support in the future if problems do occur. The module also integrates the payment of building permits into the city's accounting software and reporting system, whereas before it would have to be manually reviewed and input into Caselle. The new software allows the integration of the following city activities with other Microsoft products like MS-Word or Excel, in addition to the City's accounting software:

1. Property Maintenance
2. Permits and Certifications
3. Inspections
4. Violations/Complaints and Resolutions
5. Reporting
6. Code and Fee Maintenance
7. System Security

CONCLUSION

The City staff recommends purchase of the new software module to resolve future support capability, functionality on the new server, provide improved efficiencies, and implement new reporting and management capabilities and the ability to integrate into the City's accounting software. The software cost is \$7,850 and has been budgeted as part of the new server upgrade scheduled for installation this December 29th and 30th.

SOUTH WEBER CITY

(A Municipal Corporation of the State of Utah)

Purchase Order

2141

TO: (Company/Person):

Caselle

Permit-N-Force

DESCRIPTION OF ITEM(S):

Software for Building Permits
& Code Enforcement

Includes : setup, training, software

PURCHASES AUTHORIZED BY:

PURCHASES MADE BY:

Date:

11/10/11

Amount of Order:

7850.00

REMIT INVOICE TO:

South Weber City
Accounts Payable

1600 E. South Weber Drive
South Weber, Utah 84405
Phone: 801-479-3177
Fax: 801-479-0066

SOUTH WEBER CITY
Tax Exempt Entity
#11939613-002-STC

General Ledger Budget Amount:

\$ 11,000

Current Balance:

\$ 9540.-

Department to Charge to:

Admin Software

General Ledger Account Number:

10-43-253

White - Office

Yellow - Vendor

SOUTH WEBER CITY COUNCIL

Staff Backup Report

Date of City Council Meeting: **13 December 2011**

Title: **RES 11-32: CERT Program**

RECOMMENDATION

Approve Resolution 11-32 supporting a CERT program in South Weber City.

BACKGROUND

Previous efforts to establish a CERT program have been unsuccessful. This; however, is largely attributed to lack of previous City Councils' support and lack of City staff to properly implement and oversee the program.

In 2006, the City Council established a Citizen Corps Council. Since this time, the City has adopted an Emergency Operations Plan and has set up an Emergency Operations Center. In 2010, a City Block Captain Program was implemented. To date, we have 66 trained Block Captains and continue to seek additional. The City has also conducted several exercises and will be participating in the Utah Great Shake Out in 2012. In 2011, the City reregistered the Citizen Corps Council and after registering three separate times, we are now listed on the official state register.

The City has applied for a \$300 grant from the Davis County Citizen Corps Council; however, even without this grant, the City has the funds to start up the program for 20 people. The City does have a few supplies left over from the previous program attempt and ordered 10 full participant manuals with the last bulk order placed by the Davis County Citizen Corps Council. The total cost estimated to start the program is \$453.74 (see attached cost estimate).

Each participant will be required to pay the cost of the course, \$35.00. Upon completion & providing proof, he/she will receive the CERT backpack and necessary supplies as well as be reimbursed for the cost of the course. Although this will require a small financial investment on the part of the participant, it will increase the likelihood of completing the program.

Along with requesting funds, the City is also requesting the use of CERT instructors throughout the County to assist in conducting training. Because we are unsure of the level of response we will receive for this program, we are proposing to begin the program by partnering with other cities and eventually branching out with our own

instructors. The City's CERT Program Manager will coordinate South Weber City's courses.

CONCLUSION

Once approved, the South Weber CERT program will be registered. We will then begin advertising the program by providing notice in the City newsletter; city's webpage, facebook page, twitter; flyers; and in the local newspapers. We anticipate starting the program in January/February and will work closely with the Davis County Citizen Corps Council to determine training dates and schedule instructors. Supplies will also be purchased from Tri-Combine Resources.

ATTACHMENTS

- ☐ Resolution 11-32
- ☐ CERT Program Overview
- ☐ Startup Cost Estimate

RESOLUTION 11-32
A RESOLUTION OF SUPPORT OF THE SOUTH WEBER CITY
CITIZEN EMERGENCY RESPONSE TEAM
(CERT) PROGRAM

WHEREAS, the City Council of South Weber recognizes that it is critical to continue to increase emergency preparedness efforts in order to better respond to and properly manage any unusual occurrence that brings the community elements of an emergency; and

WHEREAS, South Weber City has established an Emergency Operations Plan and Emergency Operations Center; and

WHEREAS, a Block Captain Program has been in effect since May 2010. Block Captains will assist the City in gathering basic information during an emergency. They however, are not trained to be anything more than a communication link; and

NOW BE IT THEREFORE RESOLVED, through a grant from the Davis County Citizen Corp Council and previously budgeted City funds, in January 2012, a Citizen Emergency Response Team (CERT) program and shall be established and managed through the office of Emergency Management (see attached program overview). This program shall be one that trains teams to effectively assist in emergency situations by training them to: manage utilities and put out small fires; treat the three killers by opening airways, controlling bleeding, and treating for shock; providing basic medical aid; search for and rescue victims safely, and organize themselves and spontaneous volunteers to be effective.

PASSED AND APPROVED by the South Weber City Council on this **13th day of December 2011.**

APPROVED

Jeffery G. Monroe, Mayor

ATTEST:

Erika J. Ahlstrom, City Recorder

South Weber City Citizen Emergency Response Team (CERT) Program Overview

Mission Statement. It is the mission of the South Weber City CERT program to provide training to individuals to work as part of a team in order to effectively assist the City during disaster situations.

Goals. It is the goal of the South Weber City CERT program to coordinate, unify, and train CERT teams by:

1. Exercising teams at least once per year. Where practical, should be included in City exercises (table top, functional, full scale);
2. Create and maintain a database of all trained CERT members. These members shall also be included as a call out on CityWatch; and
3. Maintain CERT specific identification, uniforms, supplies – ensuring each trained individual has supplies needed; and
4. Meet quarterly as part of Citizen Corps Council and assist, where applicable with City Emergency Prep Fairs.

Training. Training shall be offered to the general public and/or to particular groups in the community. This CERT Program holds classes for the following groups:

- General public / Open classes
- Specific neighborhood groups
- Businesses
- Critical infrastructure sectors (e.g., utilities, public transportation)
- Government groups
- Faith-based organizations
- Teens / Youth
- People with disabilities

Language(s) in which the program conducts CERT training. English

Supplemental Training. Supplemental training conducted, recommended, and/or required for CERT members:

- CERT Animal Response I
- IS-100.a Introduction to Incident Command System (ICS)
- IS-200.a ICS for Single Resources

South Weber City CERT Program Overview

- IS-700.a National Incident Management System (NIMS), An Introduction
- Amateur radio operation
- Basic first aid

Basic Training Time Frame. In coordination with other Davis County cities and instructors, training will be held at minimum once a year. In order to complete the practical portion, each session will be held on two Saturdays and one week night for nine weeks.

Certification & Supplies. Once certification is complete and proof presented to the CERT Program Manager, the individual shall be reimbursed for the cost of training and shall be provided with the necessary supplies. If the resident moves outside of South Weber City boundaries, the supplies issued shall be returned to the CERT Program Manager.

Hold Harmless & Volunteer Waiver. Each person who participates in the CERT program shall first complete the hold harmless/permission request form. Upon completion of the program, each individual shall complete the City's volunteer waiver form.

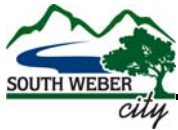
Team Assignment. The City operates off of a grid system. Each team member shall self activate in a disaster, take care of their individual and family's needs before checking in at the Emergency Operations Center. After checking in, each individual shall be assigned to a grid or in some cases grids with a corresponding name (see table below). Grids have been combined as follows:

RED	1A, 1B, 1C, 2C
ORANGE	1D, 2D, 2E, 3E
YELLOW	2F, 3F, 4F, 3G, 4G
GREEN	3H, 4H
BLUE	4I
INDIGO	4J, 5J
VIOLET	3K, 4K
WHITE	5K
PINK	3L, 4L, 5L
BLACK	4M, 5M, 6M
BROWN	6L, 6K

Records. The CERT Program Manager shall be responsible for maintaining all records related to the CERT program including, but not limited to, expenses, certifications, supplies, and databases.

South Weber City CERT Program Overview

Annual Report. Each year, the CERT Program Manager shall present an annual report to the South Weber City Council.



Community Emergency Response Team Program Hold Harmless/Permission Request

I, _____, hereby request permission to participate in the South Weber City Community Emergency Response Team (CERT) program. I understand that this training will involve active physical participation, which includes potential risk of personal injury and/or personal property damage. I make this request with full knowledge of the possibility of personal injury and/or personal property damage. Further, I have read and understand the program outline that describes all class sections and the associated activities.

I agree to hold The American Red Cross, the Instructor, the Instructor's associated organization, South Weber City, and any of the associated agents or personnel involved in the training program, harmless from any and all claims, actions, suits, and/or injury that I may suffer and which may arise as a result of my participation in the above mentioned class.

I agree to follow the rules established by the instructors, and to exercise reasonable care while participating in the CERT program. I understand that if I fail to follow the instructor's rules and regulations or if I fail to exercise reasonable care, I can be administratively removed from the program.

By executing this release, I certify that I have read this release in its entirety, understand all of its terms and have had any questions regarding the release or its effect satisfactory answered. I sign the release freely and voluntarily.

Signature

Date

Emergency Contact Name

Emergency Contact Number

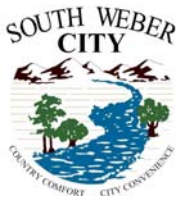
Comments:

Signature of Instructor

Date

Signature of SWC
CERT Program Manager

Date



Volunteer Info & Waiver

Last Name _____ First Name _____ Middle Name _____

Complete Current Address _____

Phone # _____ Email _____

Date of Birth ____/____/____ SSN# ____-____-____ Gender M / F

UT Driver's License# _____

Emergency Contact: _____ Phone: _____

Relationship to You: _____

Please list what you are volunteering for: _____

Date Volunteering: _____ Time: _____ to _____

Volunteer Acknowledgement and Agreement

1. I acknowledge that I am volunteering solely for personal purposes or benefit without promise or expectation of compensation, benefits, or future employment from South Weber City beyond any specified reimbursement agreements.
2. I agree to familiarize myself with, and abide by, South Weber City's policies and procedures regarding conduct, confidentiality, safety, and related policies and procedures. I understand that I may be subject to the same pre-employment screening and background checks as paid employees performing similar duties.
3. I agree to follow the supervision and direction of any personnel, employee, or the volunteer to whom I have been assigned to perform services. I also agree to participate in any training required by South Weber City in order to perform volunteer service.
4. If my duties include driving for City business, I acknowledge that I must possess a valid driver's license and that I may be subject to a Department of Motor Vehicle driver's license background investigation.
5. I acknowledge that the City provides limited accidental liability coverage to volunteers, but that no other City-sponsored medical, retirement, or insurance apply to my associate with South Weber City as a volunteer.
6. I acknowledge that South Weber City may end my volunteer services with the City at any time and for any reason

By signing below, I attest that I am freely volunteering my time and services to South Weber City. I also attest that I have read and agree to abide by the acknowledgements and agreements listed above.

Volunteer Signature: _____ Date: _____

If you are under 18, a parent or guardian must also sign this form.

Parent/Guardian Signature: _____ Date: _____

CERT STARTUP COST ESTIMATE

	# Have	# Needed	Cost Per Unit	Total Cost/Item
Hard Hat	9	11	5.83	64.13
Safety Goggles	9	11	1.25	13.75
Dust Mask	0	20	0.12	6.06
Utility Work Gloves	6	14	1.65	23.1
Safety Vest	26	0	6.6	0
5 pocket Backpack	0	20	9.85	197
Utility Shut Off Tool	14	6	9.95	59.7
Participant Manuals	10	10	9	90

Total \$453.74 for 20 Participants
\$22.69 per Participant

Emily Thomas

From: CitizenCorps@dhs.gov
Sent: Wednesday, November 02, 2011 10:44 AM
To: Emily Thomas
Subject: Citizen Corps Council Registration

Citizen Corps Automated Notification**Congratulations!**

You have successfully submitted your Council to the state authority for approval.

Your approval request has been sent to:

Utah Citizen Corps Council

Contact: Jeff Johnson
Title: Utah Citizen Corps Program Manager
Address:
Utah Division of Homeland Security
1110 State Office Building
Salt Lake City, UT. 84114
Phone: (801) 538-3644
Email: jeffjohnson@utah.gov

At this point, you may no longer update your submission until it is either approved or the listed authority. Please take a moment to review the submission sent to the approval authority for accuracy (presented below). If you find a mistake, please contact them directly with appropriate corrections.

Additionally, please check back regularly, or contact the state representative directly for information on the status of your request. Once approved or denied, you will receive a notification notifying you of that decision.

Thank you for your submission,

The Citizen Corps Team

General Information

Council Name:	South Weber City Citizen Corps Council
Street Address:	1600 E South Weber Drive
City:	South Weber
Country:	840
State/Territory:	UT
Postal Code:	84405
Phone Number:	(801) 479-3177 x 116
Council's Email:	ethomas@southwebercity.com
Council Web Site:	http://www.southwebercity.com

Council's Point Of Contact

First Name:	Emily
Last Name:	Thomas
Title:	Deputy Recorder
Street Address:	1600 E South Weber Drive

City: South Weber
Country: 840
State/Territory: UT
Postal Code: 84405
Phone Number: (801) 479-3177 x 116
Email: ethomas@southwebercity.com

Council's Covered Jurisdictions

A zip code within the 84405
U.S. (OGDEN,OGDEN,OGDEN,OGDEN,OGDEN,OGDEN,OGDEN)

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SOUTH WEBER CITY COUNCIL

Staff Backup Report

Date of City Council Meeting: **13 December 2011**

Title: **RES 11-33 Emergency/Disaster Response Policy**

RECOMMENDATION

Approve Resolution 11-33 Adopting an emergency response policy.

BACKGROUND

The purpose of this policy is to:

- 1. Outline employee response requirements during a City emergency/disaster.**

The proposed policy clearly outlines the response required by employees and addresses other employee related issues.

- 2. Ensure, if a federal disaster is declared, FEMA reimbursement is the proper amount.**

As staff has networked with other cities, it has come to our attention that federal reimbursement after an emergency should be clearly defined in City policy – before the emergency/disaster. For example, Salt Lake County stated FEMA only wanted to reimburse one of their \$40/hour employee \$10/hour for the same work done on the oil spill. They of course are arguing the amount; however, had they had a policy already in place, there would be no question.

CONCLUSION

Once approved, all staff will receive a copy and be trained on the policy. Along with this policy, all staff will be trained in Critical Employee Emergency Planning.

ATTACHMENTS

- ☐ Resolution 11-33
- ☐ Emergency/Disaster Response Policy

RESOLUTION 11-33
A RESOLUTION ADOPTING AN
EMERGENCY RESPONSE POLICY

WHEREAS, the City Council of South Weber recognizes that it is critical to continue to increase emergency preparedness efforts in order to better respond to and properly manage any unusual occurrence that brings the community elements of an emergency; and

WHEREAS, South Weber City has established an Emergency Operations Plan and Emergency Operations Center; and

WHEREAS, the Emergency Response Policy shall serve as a guiding document for both employee response and potential federal reimbursement.

WHEREAS, in the event of an emergency it is imperative that staff be available to assist in response and recovery efforts; and

NOW THEREFORE BE IT RESOLVED, in the event of an emergency, this policy shall override the current personnel policies.

PASSED AND APPROVED by the South Weber City Council on this **13th** day of **December 2011**.

APPROVED

Jeffery G. Monroe, Mayor

ATTEST:

Erika J. Ahlstrom, City Recorder

**SOUTH WEBER CITY
EMERGENCY/DISASTER RESPONSE POLICY
(RESOLUTION 11-33; DEC 13, 2011)**

Scope.

This policy shall take immediate effect and shall over-ride all other related personnel policies and procedures in the event of a disaster.

Notification or Discovery of Emergency or Disaster.

It is the responsibility of the Emergency Manager to activate the City's Emergency Calling Tree, as outlined in the Emergency Operations Plan.

In the event the employee learns of the emergency or disaster through the media before receiving notification through the calling tree, he/she shall contact his/her immediate supervisor to determine if and when he/she should report to work.

Reporting to Work.

If the **telephones ARE** working, each employee shall be required to contact his/her immediate supervisor to determine if and when he/she should report to work. If the employee is a victim, he/she shall notify his/her immediate supervisor of his/her status if possible.

In the event the **telephones are NOT** working, each employee shall be subject to the following rules:

- Rule 1:** If it is daylight, then each employee should report to the City's Emergency Operations Center; otherwise, the employee shall wait until daylight before reporting to the Emergency Operations Center.
- Rule 2:** An employee shall be exempt from reporting to work if he/she is a victim. A victim means one or all of the following:
- A) The employee's home is damaged to the point it can't be lived in.
 - B) If the employee or a member of the employee's immediate family is injured (must be more than minor cuts and bruises that can be cleaned and bandaged) or killed.
 - C) If the employee's vehicle is damaged and not safe to drive.
 - D) If it is unsafe to travel due to heavily damaged roads (this includes alternates), commute time would be in excess of 5 hours each way, or civil unrest exists.

Rule 3: If feasible, employees shall monitor the City's webpage, Facebook page, Twitter account, and media reports (TV/radio) as announcements about reporting to work may be broadcast through these sites.

Rule 4: If an employee has a dependent family member(s) or pet and no one to care for them, he/she may bring them to the Emergency Operations Center until such time that alternate care can be arranged. The City will provide care for them. This will give the employee and his/her family members a high level of comfort being close to one another during a stressful time. If the employee's dependent(s) require special care, it is the responsibility of the employee to notify the City prior to an emergency. In some cases, the City will not have the employee report to work because the special care can not be provided at the City. This may be determined pre-emergency; however, in some cases, it will be determined at the time of the disaster because ability to provide needed services may vary according to the type of disaster.

Requesting to Not Work During an Officially Declared State of Emergency.

In the event an employee requests an exemption from working during an officially declared state of emergency, he/she must first request written exemption from his/her immediate supervisor. An exemption shall be granted if the employee meets one of the following:

- A) The employee claims a disability and related inability to perform specific job duties.
- B) The employee has provided certification substantiating a need for Family and Medical Leave during an assigned shift.
- C) The employee claims to be a parent or legal guardian for a small child in the immediate family that needs care or supervision and there are no other adult family members or other providers available to care for this child.
- D) The employee claims to be the primary caregiver for an immediate family member with special needs and there are no other adult family members or other providers available to care for this person.

Employee Compensation.

Each employee's compensation shall be the same as his/her hourly compensation rate beginning on the first day of the disaster. In the event the employee works over 40

hours in one calendar week during the disaster and/or recovery, he/she shall be paid time and a half for each hour over 40.

In the event the City Manager, an exempt employee, works more than 40 hours in one calendar week during the disaster and/or recovery, he/she shall be paid time and half for each hour over 40.

Volunteer Compensation.

For the purpose of calculating the value of a volunteer's time to be used as a reference point when calculating the city's percentage of the cost of the disaster, each volunteer position shall be calculated at the current hourly wage as determined by The Department of Workforce Services for the same or related tasks. **Volunteers shall NOT be compensated.** This is strictly for the use placing value on volunteer hours.

Time Sheets.

Each employee and/or volunteer is required to first check in at the appropriate area, either the Emergency Operations Center, at a volunteer site, or other pre-arranged location, and complete a time sheet. Upon completion of each operational shift, the employee/volunteer shall submit the completed time sheet to the City. **It is vital that each and every employee/volunteer accurately track work and hours to ensure proper reimbursement and matching cost calculations. Employees will not be paid for hours worked if a time card has not been submitted.**

Reporting to Work in Another City.

Unless specifically assigned to do so by his/her immediate supervisor to fulfill Mutual Aid, an employee shall not be compensated by the City for reporting to work in another City.

Employee Personal Disaster Planning.

Employees are encouraged to plan accordingly for disasters. This includes preparing for individual and family needs. On an annual basis, the City shall collect and/or update employee emergency information.