

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
JANUARY 15, 2015

The City Council of Plain City convened in a regular meeting on Thursday, January 15, 2015, in the Plain City Hall beginning at 7:00 p.m.

Present: Mayor Bruce Higley, Councilmembers LaFray Kelley, Mike McKean and Natalie Hale  
Excused: Councilmembers Joel Maw and Mark Lowther  
Staff: Diane Hirschi, Steve Davis  
Also present: Jarod Maw, John Leonardi, Lynn Wood, Guy Harbertson, Cody Rhees, Wendell Winegar, Penny Barnes, Jeff Hales, Anarie Petroff, Kris Nilson, Camie Clontz and Augie Witkowski

Call to Order: Mayor Higley  
Pledge of Allegiance: Diane Hirschi  
Invocation/Moment of Silence: Councilmember Kelley

Approval of Minutes

**Councilmember Kelley moved to approve the minutes from December 4, 2014 as presented. Councilmember Hale seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Comments: Public

Augie Witkowski, Youth Council Mayor reported that they collected 530 pounds of food on the food drive and donated it to the food bank. They are planning to send a couple of the council members to the conference in Logan on March 13 and 14. Their budget will pay for some of the fees, but the member will also have to pay a portion.

Wendell Winegar reported that he has been promised that the city would pave the road going to his house six years ago. He has been paying to have it graded himself. He said he was told that the funding was there and would happen this year but then the money was allocated somewhere else. He wants the road paved.

Penny Barnes reported that on behalf of her family, wanted to thank the city council and planning commission for following the rules and watching out for the citizens. She appreciates Jeff Hales for being honest with her and helping her to protect her interest. She felt that she needed to publicly say thank you.

Motion: Presentation of FY2014 City Audit – Lynn Wood

Lynn Wood, from Wood Richards and Associates reported that Steve Davis is doing a great job with the city finances. He also thanked Diane and noted that she was instrumental in getting a new personnel policy in place. For fiscal year ending June 30, 2014, the city spent less than planned. He noted that on page 10 it shows the restricted fund balances. There is \$406,009 in Class C Roads. He understands that we just did a project to use the storm drain impact fees, which is great because we only have six years to use them. The unassigned balance is \$408,936 which is also good. He noted that the state only lets cities carryover between 5-20%. He noted that we have \$526,932 in capital projects that need to be identified into projects. He noted that the redevelopment fund has \$1,152 and he thinks the city may want to close this out and move it into the general fund. Mr. Wood reported that on page 15 it shows the sewer fund. He noted that it is in much better shape since the city increased the sewer rate a couple years ago. He reported that the operating income is at \$54,304. He did note however that the cash went down because we have done a lot of work this year. He reported that the state requires the city to keep some funds aside in order if we were to close the landfill at some point. He noted that we are in good shape there. Lynn handed out a spreadsheet and a graph comparing the last 10 years. He noted that property taxes haven't increased much but the city has managed to receive funds in other areas such as sales taxes and franchise taxes. He noted that the Class C Road fund has been pretty steady and that the landfill fees (garbage fees) have been passed on to the residents. He reported that interest has declined over the years. He reported that this year the parks department went over budget but that was due to a project that went faster than anticipated. He noted that court is breaking even and feels that this may be an area of discussion in the future. Councilmember McKean asked if the city does a revenue to expenditure study. Steve Davis noted that the budget ratio varies due to building. Lynn Wood also pointed out that the graph doesn't take into account that there are a lot of restricted accounts. Lynn reported that there were three minor findings this year. The first was some wordage that Utah Retirement needs to have in a policy. The second is

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that the parks department went over budget. The third was some controls in the payroll. This has been fixed as the city just passed a new policy and procedures manual. Lynn Wood reported that he issued a letter dated December 26, 2014 that the city is doing well and following the guidelines. There was a discussion about employee benefits being divided into each department rather than in one account. Steve said it is possible and will look into it.

**Councilmember Hale moved to approve the audit completed by Wood Richards and Associates for fiscal year ending June 30, 2014. Councilmember Kelley seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Discussion/Motion: Final Approval – Hidden Hollow Subdivision – 4600 W 1500 N – 5 lots

Guy Harbertson reported that he has five lots east of 4700 W just off 1500 North. The city engineer has given a letter recommending final approval. **Councilmember McKean moved to give final approval of Hidden Hollow Subdivision contingent upon Planning Commission and City Engineer recommendations. Councilmember Hale seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Discussion/Motion: Final Approval – Taylor Park Subdivision Phase 1 – 25 lots

Cody Rhees reported that all the items are completed. **Councilmember Kelley moved to give final approval of Taylor Parks Phase 1. Councilmember McKean seconded the motion.** There was a discussion about engineer comments. **Councilmember Kelley moved to amend the motion contingent upon the City Engineer and Planning Commission recommendations. Councilmember McKean seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Discussion/Motion: Final Approval – S-Curve Subdivision Phase 1 – 2325 N 2800 W – 23 lots

Jeff Hales reported that the market is improving. He reported that all items from the February 21 memo have been done and on May 8 he only had two items. Those items were an easement for the drainage and the street stubbed into Barnes property. He noted that this phase of the subdivision is coming in off 2550 N through Mountain West Meadows. It was noted that there is an April 17 letter. Jeff noted that both items have been done. **Councilmember McKean moved to give final approval of S-Curve Subdivision Phase 1 contingent upon the City Engineer and Planning Commission comments. Councilmember Kelley seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Motion: Approval of Business Licenses

New

J. Olsen	Jason Olsen	1577 N 4150 W	general contractor
Stanger BP Consulting LLC	Don Stanger	2100 N 4650 W	consulting/bus transit

Renewal

Truck Saver Products	Joseph Mitchell	2812 W 1975 N	aluminum ladder racks
Morrell & Sons, Inc	Jeff Morrell	3424 W 1975 N	office/HVAC service
JDR Inspection Company	Dee & Sue Rose	3535 W North Plain City Rd	construction loan inspections
B. Blanch Maintenance	Bryce G. Blanch	1931 N 3500 W	handyman
Cody Rhees Construction Inc	Cody Rhees	1780 N 3500 W	general contractor
Iggy's Construction Inc	Daisha & Mark Jensen	2260 N 4425 W	office – construction
Scofield Construction Inc	Hollie & Tyler Scofield	3748 W 2100 N	construction
Scofield Rental LLC	Hollie & Tyler Scofield	3748 W 2100 N	rental houses
Tara's Essential Care	Tara Despain	2007 N 4900 W	makeup, wax, oils, facials
Maverik Inc	Aaron Simpson	4098 W 1975 N	C-store, Class A beer
America First Credit Union	Missy Key	4350 W 2336 N	bank
Gene Bingham CDL Testing	Gene Bingham	3670 W 2600 N	CDL Training & Testing
Williams Steel Buildings	Kelly & Mary Jo Williams	3438 W 2350 N	online metal bldg sales
Talk to Me Crisis Communications	Mark Lowther	5039 W 1500 N	office – police training
KET Express Inc	Kelly Ellis	2294 N 4100 W	office for trucking
Randy Marriott Construction	Randy Marriott	4960 W 2200N	Construction & maintenance
Plain City Confectionary	Randy Marriott	2398 N 4350 W	bar, beer license

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**Councilmember McKean moved to approve the business licenses as presented. Councilmember Hale seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Motion: Approval of Warrant Register

See warrant registers dated 12/1/2014 to 12/18/14 and 12/19/14 to 1/14/15. Councilmember McKean asked if they could see the percentage of each department's gas usage from the Maverik bill. **Councilmember Kelley moved to approve the warrant registers as presented. Councilmember Hale seconded the motion. Councilmembers Kelley, McKean and Hale voted aye. The motion carried.**

Report: Planning Commission

Jarod Maw reported that the Planning Commission recommended approval of Taylor Parks Subdivision and S-Curve Subdivision. They also gave preliminary approval to Fremont Meadows. Jackson Ranch was discussed but still have some concerns. They are in the process of drafting new guidelines for side yard requirements for fences, swimming pools and accessory buildings. They are also looking at detention basins and postal mailboxes. Councilmember McKean noted that he has been approached by some citizens to have an ordinance that if they have so many lots, they have to have some open space. It was noted that the Planning Commission is very busy right now.

Reports: Council

Councilmember Kelley noted that she isn't working on any grants at the present time and the youth council is doing great.

Councilmember McKean reported that parks are slow right now. Basketball season is on and we had a successful football season. He noted that we still need to get the park hours posted and not allow motorized vehicles, specifically snowmobiles on the park.

Councilmember Hale reported that she is working on a newsletter for Feb 1. If the council has any items, let her know. She asked about Founders Day. Councilmember Maw is over that and Diane said he wanted to continue it. She reported that she is working on the July 4 celebration and she needs volunteers. She is still working on a chairman. At the next meeting she wants to present some fireworks bids. We are looking at about \$8,000 to \$10,000 for a company to shoot them off. A committee meeting for the 4<sup>th</sup> will be Jan 27. Councilmember Hale noted that she is trying out a trial site for a new website. She will send it to the council and would like some feedback. She reported that it will cost approximately \$20 per month. She said it is easy to update and link things to and allows for unlimited emails. It is done through Weby. She reported that access can be controlled.

Mayor Higley noted that the personnel policy is a work in progress and he is encouraged by the results. He noted that it will have to be visited on an annual basis. He feels that it is a positive direction. He thanked the Planning Commission, City Council and staff for all they do.

**At 8:03 p.m. Councilmember Hale moved to adjourn and was seconded by Councilmember Kelley. The vote was unanimous.**

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City Recorder

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Mayor

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Date approved