

PLAIN CITY COUNCIL
MINUTES OF REGULAR MEETING
FEBRUARY 5, 2015

The City Council of Plain City convened in a regular meeting on Thursday, February 5, 2015, in the Plain City Hall beginning at 7:00 p.m.

Present: Mayor Bruce Higley, Councilmembers LaFray Kelley, Joel Maw, Mike McKean, Mark Lowther and Natalie Hale
Staff: Diane Hirschi, Brandon Richards
Also present: Bill Jones, Ron Kelley, Colette Doxey, Erin Doxey, Devin Doxey, Blake Neil, Anarie Petroff, Bradley Larsen, Justin Zundel, Fisher Anderson, Jayden Taylor, Matthew Ahlstrom, Ty Campbell, Keegan Macdonald, Erik Craythorne, Colin Ahlstrom and Robert Lamb

Call to Order: Mayor Higley
Pledge of Allegiance: Councilmember Hale
Invocation/Moment of Silence: Councilmember McKean

Approval of Minutes

Councilmember McKean asked about Wendell Winegar. The Mayor mentioned that he hasn't had a chance to meet with him, but will soon. **Councilmember Kelley moved to approve the minutes from January 15, 2015 as presented. Councilmember Hale seconded the motion. Councilmembers Kelley, Maw, McKean, Lowther and Hale voted aye. The motion carried.**

Comments: Public

Anarie Petroff, the volunteer youth council advisor, commented how awesome the Pioneer Park is. She noted that she is happy that we have a website but would to make some suggestions as the council is thinking of making some changes. She mentioned that she emailed letters to the council so that she won't go into a lot of detail tonight. She created an online petition but feels that it may have created a negative connotation and that wasn't her intention. She knows her words don't carry as much weight as if she had other people too. The petition currently has 23 signatures. Anarie asked if the council wanted her to read the petition for the record. The Mayor noted that she should give a copy to Diane. She will give the city a copy of the petition, the names and comments. She noted the many benefits of having an up-to-date website such as a good first impression of the community, current information and resources, method of communication for the citizens. For example, the youth council have been asked to hand deliver flyers for Founders Day. She explained that technology allows the information to be up immediately, for all to see and the city can send out an email or use social media. The website fills legal requirements for minutes which in the past haven't been up to date. She noted that the Planning Commission is only up to October. She says it fulfills the code requirement for audio. The Mayor asked if she wants us to improve our website because if so, we are in the process of doing that. Anarie noted that is why she is here tonight so that she could bring some issues for the city to consider for meeting the needs of the citizens. She is asking the council to consider not only if someone can maintain the website but if they should be maintaining the website. For example, in the past the city has hired friends, family or neighbors and it is difficult to keep things professional and hold people accountable when you are worrying about hurting personal relationships. She feels the council might want to consider looking further away to hire someone. She believes that the city should pay someone and have a contract that outlines responsibilities. She thinks either the webmaster or the city liaison should contact every department in the city at least monthly to gather information and should review monthly what is on it to keep it to keep it current. She noted that the current website has some current information but some that is over two years old. She feels that the city should seek information from the consumers of the website and seek feedback so that it is meeting the needs of those who are accessing it. Anarie feels that the city should investigate different avenues for the website as well as the costs and estimates for each avenue. Web development has improved and most of the youth knows how to maintain a website. There are many companies or designers out there that the city can contact and get bids from. The council needs to have a vision what they want the website to be like and how it can serve the community. She wants the council think about email contact with the citizens and maintain a database of emails. The city could send out information, event updates, advertising, solicitation of volunteers, notices, and the newsletter at basically at no additional cost. It could also help with emergency preparedness. She knows that the youth council can create their own website but they would like to work with the city and have it in conjunction with

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the city website. She noted that the world for the youth is digital and that is how they look for information. She feels that if the city takes the time and had a solid website with appropriate contacts, the city council wouldn't have to address the issue often. She noted that she is not here to complain but wants to actively help and give feedback. She used the petition to gather more information for the council so they could see the resources that are available. She thanked the council for their time and hopes that this will help in their redesigning of the website.

Robert Lamb noted that he checked the website and it has the wrong agenda posted. He noted that the only reason he knew Fremont Estates was on the agenda was because Erik Craythorne told him. He noted his concern that the Planning Commission gave preliminary approval to Fremont Estates and he hopes that the council has looked into the concerns raised from him and his dad concerning the road ordinance.

Discussion: Erik Craythorne – Fremont Meadows

Erik Craythorne thanked the council for meeting with him. He noted that they had a discussion prior to Thanksgiving about possible problems with the road section of the subdivision ordinance. He noted that since then he has completed the traffic study that was required. He noted that he has received preliminary approval and is moving forward with final plans. He reported that they are planning on improving their side of the road. He reported that they will widen the road with curb and gutter to the full width on their side. Erik is asking if there is any feedback. It was noted that the traffic study is suggesting to strip an island by the S-curve. The stop sign will stay. It was noted that the S-curve will be improved but not totally cured. Mr. Craythorne noted that all the property owners on the west will lose 10 feet. He noted that Ron Larsen's home has been sold and he has been in contact with the realtor with the plans of the subdivision. Robert Lamb feels that he isn't getting represented and procedures aren't being followed. Mayor Higley noted that the Planning Commission, as well as the City Council, look at the well-being of all citizens. Mr. Lamb noted that there were two members of the Planning Commission that didn't agree with giving preliminary approval.

Discussion: ULCT Transportation Coalition and Resolution

Some information from the Utah League of Cities was sent out to the council. Brandon doesn't see what it really has to do with Plain City. He noted that he could never find a fee schedule to look at and it appears that it is for mass transit. The council agreed that they weren't interested in it.

Brandon excused himself from the meeting. Blake Neil, Planning Commission Chair, asked Brandon for direction on Fremont Meadows. Brandon asked Blake to call him tomorrow.

Discussion/Motion: Fireworks Bid

Councilmember Hale reported that there are three bids. She noted that in the past, we have gone in with Hooper to get the fireworks cheaper and then the fire department sets them off. She noted that we have paid \$4,000. She reported that with a company doing the fireworks, it will probably double the cost. It was discussed that a 15 minute show is the perfect amount of time. She has bids from Lantis Fireworks, Firestorm and Fireworks West. The price is ranging between \$8,000 and \$10,000. It was noted that Councilmember Hale hasn't contacted the high school to make sure it is alright to set off the fireworks on their property. The council feels that we need to contact them before we can decide what company we will go with. It was mentioned that the committee would like to hold the rodeo on a different night so there isn't so much congestion. **Councilmember McKean moved to table this item until we know where we are having the fireworks. Councilmember Kelley seconded the motion. Councilmembers Kelley, Maw, McKean, Lowther and Hale voted aye. The motion carried.**

Motion: Approval of Business Licenses

Diane noted that she gave the council a list of all the business licenses that were issued in 2014. The council agreed to approve all of them as long as there are no problems. It was noted that the fire department and the building inspector approve the licenses every year. Diane reported that this way all the renewals won't have to come to each meeting, only the new businesses. **Councilmember Maw moved to approve the business licenses renewals as presented. Councilmember McKean seconded the motion. Councilmembers Kelley, Maw, McKean, Lowther and Hale voted aye. The motion carried.**

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Motion: Approval of Warrant Register

See warrant registers dated 01/15/2015 to 01/31/15. Councilmember McKean would like to visit the purchasing policy. He asked that this get placed on the next agenda. He is concerned about approving things that are already purchased. He would like more detail on what is being purchased. He had questions on the snowplow blades. He asked questions about the SavOn bill. Colette noted that it was for basketballs, score sheets, etc. for the basketball season. Colette noted that the bill to Cristie Creamer is for use of the Wahlquist gym. She noted that Fremont's bill will be a lot more because she has to use both gyms this year. **Councilmember Lowther moved to approve the warrant register as presented. Councilmember Kelley seconded the motion. Councilmembers Kelley, Maw, McKean, Lowther and Hale voted aye. The motion carried.**

Report: Planning Commission

Ed Hall reported that they gave preliminary approval to Fremont Meadows. Blake Neil reported that the Planning Commission wants clarification from Brandon on the road issues. Ed noted that they are holding public hearings on subdivisions and they have extended an extension for River Crossing.

Reports: Council

Councilmember Hale reported that she had two errors on the newsletter. Plain City is 156 years old rather than 155 and the youth council meets at 8 rather than 7. Voting information, recreation and Founders Day information was given in the newsletter. The next newsletter will be for April. She reported that Phil and Karen Clawson will be the chairs for the 4th of July. The 4th of July meetings will be the last Tuesday of every month. Councilmember Lowther has some suggestions for Grand Marshall. He will get with Councilmember Hale.

Councilmember McKean reported that he would like to get with Colette and develop a definition and mission statement for recreation program. He noted that it is recreation – not competition league.

Councilmember Maw reported that Founders Day is March 14 at the Plain City Elementary School. They will do as they did last year and start later in the afternoon. He noted that they had about 250 at the dinner last year and that the quilt show was a big draw. It was reported that there were games held in conjunction with the dinner which drew about 60-65 youth with the intent to get families to come. The youth council will deliver flyers and information will be put on the website.

Councilmember Kelley reported that the youth council met Tuesday. They are going to deliver flyers and are looking at shirts to make them look a little more official. If they don't use their budget this year, they are wondering if it can be carried over. Diane noted that is cannot but the council can give them more next year if possible. She is working with Colette on an Arbor Day grant for \$400 for trees at the pioneer park in conjunction with clean-up day. She noted that it is a matching grant and wondered if she can take it out of capital projects. The Mayor thinks we can get it from the parks budget. It was noted that the funds for clean-up day comes mostly out of the parks budget.

Mayor Higley reported that there is a lot going on right now. He noted that the efforts on the personnel policy and making job descriptions have been good and he feels we are going in the right direction. He expressed his appreciation for the Planning Commission, City Council and staff.

At 8:15 p.m. Councilmember Lowther moved to adjourn and was seconded by Councilmember Maw. The vote was unanimous.

City Recorder

Mayor

Date approved

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The City Council of Plain City convened in a regular meeting on Thursday, February 19, 2015, in the Plain City Hall beginning at 7:00 p.m.

Present: Mayor Bruce Higley, Councilmembers LaFray Kelley, Joel Maw, Mike McKean and Natalie Hale
Excused: Councilmember Mark Lowther
Staff: Diane Hirschi
Also present: Jeremy Crowton, Buddy Sadler, John Leonardi, Jennifer Morrell, Meagan Maw and Kevin Gatherum

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

Approval of Minutes

Councilmember Kelley moved to approve the minutes from February 5, 2015 as presented. Councilmember Maw seconded the motion. Councilmembers Kelley, Maw, McKean and Hale voted aye. The motion carried.

Comments: Public

There was none at this time.

Presentation: Jennifer Morrell – Weber County Election Director

Jennifer Morrell noted that she is here to encourage the cities to look into voting by mail this year. The reason being that the electronic touch screen machines are 10 years old and there are no replacement parts available anymore. Out of their 600 machines, 100 have failed. She also noted that it would cost \$50,000 to get replacement batteries for them. She is hoping they can minimize the use of these machines to get through 2020. She reported that the state is moving to the vote by mail system. Jennifer discussed some of the pros and cons of the vote by mail program. Some of the positives is that the voter turnout increases and it is more convenient. She noted that some cities have a hard time finding poll workers and a lot of the workers are aging. In the case of Plain City that is not true. She mentioned that Plain City has had great judges. She reported that Oregon and Washington have been doing vote by mail since 2000. Riverdale doubled its election in 2013 by doing vote by mail. Weber County used the vote by mail system for the library bond. Davis County is showing a 48% turnout. She has found that young mothers with small children like the vote by mail the best. She noted that another benefit is that the voters can study the ballot. They get the ballot 30 days before the election and have time to study the candidates and the issues. The drawbacks for vote by mail is mostly tradition. People like to come to the polling places and see old friends. People want maintain the community feeling. She noted that it changes campaigning strategies because the ballots are out a month before the election. She mentioned that some people think that it increases fraud. Jennifer explained the process her staff goes through to verify signatures. She noted that Oregon and Washington have over 24 million ballots. They have had 13 cases of fraud. She mentioned the cost factor. Ogden City's cost will go down because they have so many polling places. Plain City will more than likely break even. She noted that we have about a month to decide what direction we want to go for the election. She noted that the candidate's feedback has been positive. In 2013, the county was done by 9:30 pm. The only drawback was campaigning earlier. She explained that if we went to vote by mail, we would still have a minimal polling place during Election Day. People could drop off their ballots or come in and vote with a provisional ballot. She suggested that Diane and her staff could take care of that in her office. She asked the council to get the word out. Another option for voters is to be placed on the permanent absentee list and then every ballot will be mailed. She again explained the process their office goes through to maintain the integrity of the election. Councilmember McKean asked when the ballots go out. She noted that 45 days before the election to the military and those out of the country and 30 days before the election to all voters. Ballot boxes would be locked and available at the city if people don't want to mail them back. The Mayor asked what happens if someone moves and doesn't get their ballot. Jennifer noted that they could come in on Election Day and vote as a provisional ballot. She noted that she isn't trying to tell the city what to do, but is letting us know that in 2016, the County will be going to vote by mail. She does think that we need to think of our citizen's and continuity is important. One other note is that the post office has been good to work with on voting by mail.

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Discussion/Motion: Ordinance – Thomas Ramsey Rezone – A-1 to RE-20 – 1820 N 5100 W

The Planning Commission recommended approval of this property to be RE-20. It was noted that it is on 5100 West next to Gary Calvert. The main reason for the rezone is for frontage. The property will be developed into 5 lots that are over an acre. The A-1 zone required 150 feet of frontage where the RE-20 zone is 100 feet. It was noted that the Planning Commission held a public hearing and there were no comments. **Councilmember McKean moved to approve Ordinance 2015-01 rezoning the Thomas Ramsey property from A-1 to RE-20 zone. Councilmember Kelley seconded the motion. Councilmembers Kelley, Maw, McKean and Hale voted aye. The motion carried.**

Discussion/Motion: Re-appointment of Buddy Sadler to the Planning Commission

Buddy's term is about to expire and he sent in a letter asking to be re-appointed for another term. Councilmember McKean thanked him for his 14 years of service and endorses him to be re-appointed for another term. **Councilmember Maw moved to re-appoint Buddy Sadler for another term on the Planning Commission. Councilmember Hale seconded the motion. Councilmembers Kelley, Maw, McKean and Hale voted aye. The motion carried.**

Discussion/Motion: Fireworks Bid

Councilmember Hales reported that she spoke with Michelle Parry at Fremont High School and they are allowing the City to use the school property for the fireworks. Councilmember Hale will rope off the property on the 3rd. Councilmember Hale went over the bids with the council. She recommends Fireworks West. There was a discussion about what would happen if the weather won't allow us to do fireworks. **Councilmember Kelley moved to approve the bid from Fireworks West for \$8,000 contingent on them working with the city in case of inclement weather. Councilmember McKean seconded the motion. Councilmembers Kelley, Maw, McKean and Hale voted aye. The motion carried.**

Discussion: Purchasing Policy

Councilmember McKean suggested that the city look into the purchasing card program. He noted that there is no interest for 30 days and sometimes you can get rebates at the end of the year. Councilmember McKean offered to help Diane if she had questions. Councilmember McKean is concerned about how things are purchased and feels that we need to have a GL line item so they know what is being spent. Inventory was discussed and it was mentioned that the department heads should have the inventory information. It was also discussed that the budget is approved at the first of the year. When purchases are made, it comes out of the individual department's budget. The purpose of the council approval is so they know that money is being expended out of the budget. The councilmember and the department heads should be reviewing the budget periodically. Diane explained that she is trying to be more specific on what is being purchased on the warrant register. Councilmember McKean felt better about that and feels that the city should look into the purchasing card program. He also noted that it isn't good practice to reimburse employees and that the city should do the purchasing.

Motion: Approval of Business Licenses

New

Jeff Johnson Drywall, Inc Jeff Johnson 2580 N 4425 W drywall contractor

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

Motion: Approval of Warrant Register

See warrant registers dated 02/01/2015 to 02/18/15. It was noted that the hepatitis vaccine was for Lamont Green because of working in the sewer. **Councilmember McKean moved to approve the warrant register as presented. Councilmember Maw seconded the motion. Councilmembers Kelley, Maw, McKean and Hale voted aye. The motion carried.**

Report: Planning Commission

John Leonardi reported that there will be a public hearing on March 12 for Blue Mountain Subdivision which is a 2-lot subdivision. The Planning Commission approved a lot line consolidation for Shad Christensen and the Arlene

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Hodson property. He noted that they tabled the site plan for the Frog Pond preschool that is in the same building as the new café/bakery. They are concerned about sharing a restroom with the public. John noted that they gave preliminary approval to Edgewood Subdivision which is next to Mountain West Meadows. They tabled Applewood Subdivision which is located on 4500 W because there was not a representative there. They recommended the approval of the Ramsey Estate rezone after having a public hearing. John reported that they are just about finished with the revision of the side yard requirements amendment. This would include pools. He is thinking they may be able to finalize it at their next meeting. The Mayor thanked the Planning Commission for their time. The Mayor noted that he talked with Farr West about detaining water. Buddy Sadler reported that the Planning Commission is looking at a standard for detention basins and also looking into regional ponds.

Reports: Council

Councilmember Hale noted that there is a speeding problem at 4275W. She noted that her brother lives on that street and at lunch and after school there is a lot of speeders. She reported that she has a 4th of July meeting on Tuesday at 7 p.m. Councilmember McKean noted that there is a lot of interest in mud volleyball. Councilmember Hale noted that she is looking at reconfiguring the way the park gets set up. She noted that she is looking at several options concerning the website. There was a discussion about websites and getting information to Facebook and Twitter. Jeremy Crowton suggested having a designated Public Information Officer that would be in charge of what is sent to the public. Diane suggested that we could send out an RFP (request for proposal) from some different companies.

Jeremy Crowton asked to report since Councilmember Lowther wasn't there. He noted that the fire department is spending some money to get their air packs fit tested for each person. He noted that Roy is getting some new equipment for filling bottles and we can purchase their old one for around \$2,000. Ours isn't working properly. He noted that a new one is about \$80,000.

Councilmember McKean reported that there is a need for a streetlight on 2200 N as you go down the hill. This will be looked into.

Councilmember Maw reported that Founders Day is March 14. They have a blue grass band coming that should be really good. Dinner is at 4 p.m. and the youth council is helping distribute flyers. He noted that Don Weston resigned. It was noted that he did a great job and will be missed.

Councilmember Kelley noted that the youth council mapped out the city into groups of about 100 and there are 17 areas. She noted that there are only 6 youth council members and they figure they can only get about 300 flyers delivered. She wants to publicly thank Colette Doxey and her family for many years of delivering those flyers. She noted that the youth council will be delivering them Saturday, March 28 and will begin at 9:30 a.m. She noted that they are working on an Arbor Day grant and as part of that will have a little celebration on May 2. Colette is working on that. She asked if anyone had any new items for Clean Up Day to get with her.

Mayor Higley noted that the old school is going through an asbestos test and once that is settled, the school should come down. He noted that the 2014 recycle totals are in and we saved \$10,000 by recycling last year. He thanked everyone for their work.

At 8:39 p.m. Councilmember Kelley moved to adjourn and was seconded by Councilmember Maw. The vote was unanimous.

City Recorder

Mayor

Date approved