

PLAIN CITY COUNCIL
MINUTES OF REGULAR MEETING
JANUARY 7, 2016

The City Council of Plain City convened in a regular meeting on Thursday, January 7, 2016, in the Plain City Hall beginning at 7:00 p.m.

Present: Mayor Bruce Higley, Councilmembers Mike McKean, Buddy Sadler, Brett Ferrin and Natalie Hale
Excused: Councilmembers Brad Searle
Staff: Diane Hirschi
Also present: Brent and Cheri Sparks, Norm and Sharon Searle, Sheri Stimpson Barahona, Blake Neil, Kris Carrigan, Nancy McKellar, John Leonardi, Marilyn Sadler, Kathy Taylor, Jarod Maw and Erick Thompson

Call to Order: Mayor Higley
Pledge of Allegiance: Councilmember Sadler
Invocation/Moment of Silence: Councilmember Ferrin

Swearing-in of New Councilmembers

Diane Hirschi, City Recorder swore-in Councilmembers Brett Ferrin and Buddy Sadler. The Mayor noted that Brad Searle had some medical issues tonight and will be sworn-in at a later date.

Approval of Minutes

Councilmember McKean moved to approve the minutes from December 17, 2015 as presented. Councilmember Ferrin seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.

Comments: Public

Erick Thompson lives across from the Lee Olsen Park. He noted his concern for the lack of snow removal at the Lee Olsen Park. No one has cleared the snow off the sidewalk around the park. He saw an elderly gentleman fall. He understands that the city has a 4-wheeler and a plow for it. He would volunteer to do it if needed. He also noted the trash during the summer. The cans get left out and the trash blows in the neighbor's yards and fences. A lot of the time, he or Vernon East brings the cans up to the road to get emptied. He feels that whoever is over the recreation program needs to clean the trash up and make sure that the cans get moved out to the roads especially during football season. A suggestion Erick has is to apply for a RAMP grant to widen the sidewalk. He noted that currently the grass is creeping over the sidewalk and it is narrow to begin with. He also suggest putting in some lighting and suggested maybe some solar powered LED lights.

Motion for Ordinance: Time and Place for 2016 City Meetings

Councilmember Ferrin moved to approve Ordinance 2016-01 setting the 2016 meeting schedule. Councilmember Hale seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.

Motion for Appointment: Planning Commission

The Mayor reported that there is a vacancy on the Planning Commission since Buddy Sadler has been elected to the City Council. He noted that Cheri Sparks is currently the alternate and is recommending to put her in as a regular member and to appoint Kris Carrigan as the alternate to the Planning Commission. **Councilmember McKean moved to approve Cheri Sparks as a regular member of the Planning Commission replacing Buddy Sadler and appointing Kris Carrigan as the alternate member. Councilmember Hale seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.** Mayor Higley reported that there is a vacancy on the Board of Adjustment and will be recommending Nancy McKellar. He will make that recommendation at our next meeting.

Discussion/Motion: Council Assignments

The Mayor handed out the new council assignments. His responsibilities will be over administration, Judicial/Sheriff, Bona Vista Board and risk management. Councilmember Ferrin will be Mayor Pro-Temp, over

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public works (roads and drains), Plain City Irrigation and Weber Mosquito Abatement. Councilmember Hale will be over youth council, Planning Commission, Volunteer Services and Grants. Councilmember McKean will be over the 4th of July, Environmental Services (sewer treatment, collection, landfill) and sanitation (garbage services). Councilmember Searle will be over public safety (Fire, CERT, and Emergency Preparedness), Recreation, Parks, Trails, Open Space and IT (newsletter and website). Councilmember Sadler will be over physical facilities and land, Board of Adjustment, Founders Day, Plain City Cemetery and Weber County Animal Control. **Councilmember Ferrin moved to accept the council assignments as presented. Councilmember Sadler seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. Councilmember McKean voted nay. The motion carried.**

Motion: Approval of Business Licenses

Renewals

O'D Systems	Patricia O'Driscoll	4292 W 1400 N	tax/bookkeeping service
Farrell Brothers Construction	James Farrell	3351 W 1700 N	general contractor
Carl's Auto Clinic	Carl Miller	1606 N 4700 W	light auto repair & electronics
Shannette Keeler LCSW	Shannette Keeler	4184 W 1975 N	counseling
Touch of Healing	Jeanie Maw	4282 W 1400 N	massage therapy & body work
Real Estate Unlimited	Jason Klomp	3723 W NPC Rd	real estate sales & financing
Hilary's Home Daycare	Hilary Perez	1484 N 4800 W	day care
Gene Bingham CDL Testing & Training	Gene Bingham	3670 W 2600 N	CDL training & testing
Dirtee Apparel Inc.	David Simkowiak	1767 N 4850 W	tie dye clothing using natural soil
B. Blanch Maintenance	Bryce Blanch	1931 N 3500 W	handyman/home repair
Real Estate Connection	Ruth Mary Hansen	3438 W Larkspur Lane	real estate sales
KET Express Inc.	Kelly W Ellis	2294 N 4100 W	office for trucking business
Hall Construction Co. LLC	Ed Hall	2704 W 1575 N	construction company
BnG Transportation LLC	Clint Brown	2528 N 4275 W	home office/transcription co.

Councilmember Hale moved to renew the business licenses as presented. Councilmember Ferrin seconded the motion. Councilmembers McKean seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.

Motion: Approval of Warrant Register

See warrant register dated 12/16/15 to 12/31/15. It was noted that basketball coaches will be reimbursed.

Councilmember Ferrin moved to approve the warrant register as presented. Councilmember Sadler seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.

Report: Planning Commission

Jarod Maw reported that the last Planning Commission meeting was cancelled due to the holiday. Councilmember Ferrin noted that he learned at the newly elected officials training the city can pass an ordinance about attending electronic meetings. He would like the Planning Commission to look into this. Councilmember Hale reported that the City Council is having a mandatory Open and Public Meeting training at 6 p.m. on January 21 and the Planning Commission is invited.

Report: Council

Diane noted that LaFray Kelley has prepared the RAMP grant. She had asked that the council look over it. Councilmember Hale will take care of it.

At 7:31 p.m. Councilmember Sadler moved to adjourn and was seconded by Councilmember Ferrin. 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, January 21, 2016, in the Plain City Hall beginning at 7:00 p.m.

Present: Mayor Bruce Higley, Councilmembers Buddy Sadler, Brett Ferrin, Natalie Hale and Brad Searle
Excused: Councilmembers Mike McKean
Staff: Diane Hirschi
Also present: Mark & Robyn Lowther and family, Nancy McKellar, Jeremy Crowton, Bren Edwards, Ryan Child, Steve Davis, Lt Lane Findlay and Cheri Sparks

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

The Mayor welcomed Brad Searle and excused Mike McKean.

Approval of Minutes

Councilmember Ferrin moved to approve the minutes from January 7, 2016 as presented. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.

The Mayor presented Mark Lowther with a plaque for his 3½ years of service on the city council.

Comments: Public

There was none at this time.

Presentation/Motion: Audit Report for Fiscal Year ending June 30, 2015 – Wood Richards and Associates

Ryan Child presented the audit report for the fiscal year ending June 30, 2015. He thanked Diane and Steve for their work on the city finances and noted that they do a great job. He reported that page 10 shows the three funds that the city has, the restricted funds and the unassigned fund balance. He noted that there is \$518,470 that is unassigned. Ryan mentioned that it is good to have money there, but the state limits how much money you can have there. Unfortunately it is over the limit. He noted that we will talk about that in a minute. Ryan ran through the income and expense reports. He mentioned that revenues were down since there wasn't as many building permits as expected. However, the city did well limiting expenditures. Ryan mentioned that on page 51 there are five findings that they found. The first is that the city needs to adopt a resolution for a formal pickup of the contributory and the defined contribution system concerning Utah Retirement Systems. Ryan noted that the city has the language to adopt that now. The second item is the fund balance needs to be between 5% and 25%. Our fund balance is 27%. The third is concerning open and public meetings. The Act requires all members of the governing body to receive annual training. The fourth is that the state requires the council to see a monthly statement rather than quarterly. The treasurer will provide these statements monthly. The fifth finding is that department heads are not always reviewing and approving time cards. This is getting better since a new policy was adopted last year. Ryan noted that the city is in good financial condition and asked if there were any questions. **Councilmember Ferrin moved to accept the audit report for the fiscal year ending June 30, 2015 as presented. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.**

Discussion/Motion: Board of Adjustment Appointment

The Mayor presented the name of Nancy McKellar as a member of the Board of Adjustment. **Councilmember Sadler moved to appoint Nancy McKellar as a member of the Board of Adjustment. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.**

Motion: Approval of Business Licenses

New

Me-n-Ma's Maid Service LLC	Elizabeth Orr	3439 Larkspur Ln	cleaning business
"B" sew it!	Becky Montgomery	2161 N 4100 W	sewing & crafts

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Renewals

Bradley L Orton Const. Co. Inc.	Brad Orton	4248 W Pioneer Rd	excavation, hauling, grading, pipe
T&T Pursuits	Joel & Amber Taylor	2165 N 3700 W	violin lessons
Sadler, Inc./Dental Design Studio	Melvin G Sadler	2154 N 3500 W	dental lab
JDR Inspection Co	Dee & Sue Rose	3535 W NPC Rd	construction loan inspections
M.K. Salon	Michelle Koford	3409 W 2350 N	hair salon
Jack's Garage	Greg Warg	2417 N 4425 W	restore cars
Daz Management LLC	Tony Daz	2063 N 5100 W	excavation, sewer, water, snow removal
RB Hall Construction	Blake Hall	4211 W 2575 N	construction
New Age Landscape & Constr.	Amy Beal	3892 W 1875 N	landscape and construction
Dayton Construction Inc.	Joe Dunn	3783 W 2200 N	construction
NuEyes	Randy Espinoza	2809 W 1975 N	maintains fire trucks HAFB
Reading Express Preschool, LLC	Amber Dunn	3783 W 2200 N	preschool
Clarity Counseling-Hypnotherapy	Michelle Ashdown	1581 N 4325 W	mental health counseling
Cody Rhees Construction Inc.	Cody Rhees	1780 N 3500 W	general contractor
Iggy's Construction Inc.	Daisha & Mark Jensen	2260 N 4425 W	construction
ZDZ USA LLC	Nicole Mitchell	3364 W 2200 N	online – remote control airplanes
Pro-Mold	Farrell Christoffersen	1675 N 4150 W	machine shop
Tanners Tack Room	Delmar Tanner	3481 W 2100 N	leather and canvass goods
Gary L Thompson Inc.	Gary Thompson	4560 W 1975 N	advertising consultant
Blitz Trucking	Tyson Worrall	2528 N 3975 W	trucking office
Rebel Birds	Scott Rhodes	1623 N 4150 W	raising and selling game birds
Jake's Taxidermy	Jake Rebmann	1764 N 5100 W	taxidermy
Gray Stone Development Inc.	Jake & Jeni Rhees	1868 N 3450 W	home office
Maverik Inc. #461	Maverik Inc.	4098 W 1975 N	e-store, Class A Beer License
Halling Custom Fence	Brock Halling	1748 N 5100 W	vinyl fence gate building
Petroff Piano Studio	Anarie Petroff	2754 N 3475 W	piano instruction
Woodward Concrete Cutting	Brady Woodward	3230 W 1975 N	home office
Innovative Sprinkler Solutions	Eric & Jessica Schoenfeld	3258 W 2950 N	lawn sprinkler repair

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

Motion: Approval of Warrant Register

See warrant register dated 1/01/2016 to 01/20/2016. It was noted that the park benches are for Pioneer Park and have been put together. The parks department is waiting for spring to pour the concrete pads. It was noted that these benches were paid for out of donations. Councilmember Ferrin inquired about the internet fees. **Councilmember Sadler moved to approve the warrant register as presented. Councilmember Searle seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.**

Report: Planning Commission

Cheri Sparks reported that the Planning Commission approved the lot line adjustment/consolidation for the pickle ball court. Councilmember Sadler reported that he observed a different perspective sitting in the audience for the Planning Commission. He feels that the public needs to see the maps. It was noted that we have a projector and also the TV that could be utilized. Councilmember Ferrin asked if they have seen the development agreement for Kent's. Cheri hasn't seen anything.

Report: Council

Councilmember Searle turned his time over to Jeremy Crowton, the fire chief. Jeremy reported that since the city has limited funds, we have to be creative. He noted that he put in for a grant for personal protective equipment from Firehouse Subs. He was happy to report that the grant was accepted and will purchase 10 sets of turnouts which is equivalent to about \$18,000. He noted that Firehouse Subs will purchase the equipment and then give them to the city. Jeremy mentioned that they are very generous. The Mayor would like to recognize them. Jeremy noted that they use local suppliers, in our case LN Curtis, and a fitting has been done. A PR event will be held in Riverdale in about 45 days to present the turnouts to the fire department. The city council would like to attend and Jeremy will keep them posted. Jeremy noted that with this grant, the fire department is 70% updated with turnouts. He noted that they had a car wash in October that brought in about \$700. They are currently running a Kickstarter campaign online by Hal VanMeeteren's son. People can view the video on YouTube and make donations. Councilmember Searle would like this to be in the newsletter. Councilmember Sadler reported that the majority of the turnout

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equipment is 25 years old and the manufacturer says its life is 10 years. Jeremy hopes to put together a schedule to buy 4 set per year and cycle them through.

Councilmember Hale reported that she has applied for a TAP matching grant for 2600 N between Pheasant Hollow and Pheasant Brook. The engineers estimate is \$71,000 and so she applied for \$35,000. This would be piping the drain and making it possible to make a crosswalk.

Councilmember Ferrin attended a mosquito abatement meeting. The district only has one plane so in addition, they are trying to spray for the larva as well as the adult mosquitoes. Councilmember Ferrin noted that Ryan is on top of things. He also noted that the Mayor has been on the mosquito board for 9 years and will be recognized for his service. Councilmember Ferrin talked with Dusty and has nothing more to report.

Councilmember Sadler wondered if it was time to look at business license fees. It was noted that business license fees are highly regulated and a study would have to be done to look at the criteria. The Mayor will look into this.

The Mayor thanked our limited crew of two that does the snowplowing. He also noted that the application period for the Public Works Director position will be closing on Monday.

At 7:42 p.m. Councilmember Ferrin moved to adjourn and was seconded by Councilmember Searle. The vote was unanimous.

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City Recorder

Mayor

Date approved