

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 4, 2017

The City Council of Plain City convened in a regular meeting on Thursday, May 4, 2017, in the Plain City Hall beginning at 7:00 p.m.

Present: Mayor Bruce Higley, Councilmembers Buddy Sadler, Brett Ferrin and Natalie Hale  
Excused: Councilmembers Mike McKean and Brad Searle  
Staff: Diane Hirschi, Mike Kerswell, Bren Edwards, Jeremy Crowton, Brandie Kilts, Steve Davis  
Also Present: Blake Neil, John Leonardi, Austin Kirsch, Rayden Freestone, Braxten Neel, Easton Searle, Trent Nelson, Mercy Jacobo

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

Approval of Minutes

Councilmember Sadler would like more detail in the work meeting minutes. **Councilmember Ferrin moved to approve the work meeting minutes and regular minutes from April 20, 2017. Councilmember Hale seconded the motion. Councilmembers Ferrin and Hale voted aye. Councilmember Sadler voted nay. The motion did not pass. Councilmember Ferrin moved to approve the regular minutes from April 20, 2017. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Comments: Public

Fire Chief Jeremy Crowton reported that there are cars racing on Tokyo Road (4000 N) and 3900 W. He observed them going 60-70 mph. He talked with the school resource officer as well as Lt. Ferrin. Chief Crowton just wanted the council to be aware.

Braxton Neel is from the 1<sup>st</sup> Ward and is proposing to do an Eagle Scout Project at the Lions Club. He would like to repair and sand the four benches and cleanup some of the weeds. He asked if the city would supply the paint. The Mayor noted that the city would work with him. Bren Edwards would hook him up with Tyson and Jake.

Discussion/Motion: Final Approval of S-Curve Phase 4 – 2850 W 2550 N – 21 lots  
Jeff Hales asked that this item be removed from the agenda tonight.

Discussion/Motion: Resolution for Interlocal Agreement – Weber County Sheriff's Office

Mayor Higley reported that he feels that this contract is good and is taking care of our citizens. **Councilmember Sadler moved to approve Resolution 2017-06 approving the Interlocal agreement with Weber County Sheriff's Office. Councilmember Ferrin seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Discussion/Motion: Staffing of Ambulance Proposal

Fire Chief Jeremy Crowton described local staffing of the ambulance service, owned and operated by Ogden City; the proposed employees to be posted at the Plain City Fire Station from 8 am to 5 pm (hours not readily covered by volunteers that have day-jobs). He explained, the cost of the proposed staffing will be shared, 50/50, with Ogden City. Ogden City owns the ambulance, license, and onboard medical supplies. The shared expense will be solely that of personnel compensation. He spoke to the hiring process and stated, prior to August 1<sup>st</sup> is the goal to have staffing in place. He spelled out the method of staffing compensation. Councilmember Ferrin asked for clarification on contract stipulations. Chief Crowton verified, a contract between Plain City and Ogden City for ambulance service is currently established but will need to be revamped to address the new staffing agreement. Councilmember Sadler noted, details of the contract are not available for review at this time. Chief Crowton remarked, the course of drafting an agreement is on hold, pending approval of the action by the Council. Councilmember Sadler asked if the option of assigning volunteer staff to fill the positions in question has been

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 4, 2017

thoroughly studied. Chief Crowton answered in the affirmative and expressed, other options were considered as well, but the proposed staffing measure proves to be most cost-effective, considering the shared expense obligation, among other factors. Councilmember Sadler asked for specifics on the savings. Chief Crowton obliged. Councilmember Hale alluded, the volunteer fire department/ambulance system has been in place (in Plain City) for several decades and is not capable of the service that will be provided under the outlined proposal. Mayor Higley pointed to population growth and higher demand during hours when volunteers are not typically available as significant factors in determining the necessity of permanent ambulance staffing. He expressed confidence in Chief Crowton's assessment and spoke positively to the proposal. Councilmember Sadler emphasized the importance of local availability of ambulance service. He spoke to the responsibility local staff would have to assist Ogden City, on occasion, and queried if the shared commitment has been scrutinized. He indicated, other neighboring communities often provide backup assistance to Ogden City. Chief Crowton reviewed the mutual advantages in sharing responsibilities and costs of city safety services, acknowledging Ogden City would benefit from the proposed staffing agreement. He stated, problems with diluted service and area management are continually negotiable within the agreement. Councilmember Sadler requested clarification on the area of expected ambulance coverage. Chief Crowton loosely described the area of proposed coverage. He explained, further study is needed to make firm determinations on boundaries. Councilmember Sadler asked if the annual quantity of calls for ambulance service by Farr West has been averaged. Assistant Fire Chief Brandie Kilts reported, calculations have been done on the average calls for service by the communities of Farr West, West Warren, and Plain City, likely to be covered by the Plain City staff. She quantified the average to be 500 calls, annually, specifying 215 of the average, yearly total calls can be attributed to Plain City. She verified, the calls for service cited are for fire and ambulance combined. Chief Crowton explained, the computation includes calls for both medical and fire emergencies because the proposed staff will be handling both services. Councilmember Sadler voiced concern over multiple response requirements. Chief Crowton maintained, combining efforts will allow for better emergency management. Brandie Kilts related, the Plain City area permanent staff will be qualified to provide fire service as well. Councilmember Sadler asked about certification of part-time staff. He sought clarification on the employment classification of the proposed Fire Department staff. Chief Crowton identified the classification as part-time, without benefits. Councilmember Sadler asked if the agreement can be written to exclude fire call responsibilities from the duties of the staff hired to cover Plain City. Chief Crowton answered in the affirmative. He asserted, it's the preference of Ogden City to continue their instituted response model rather than making exceptions that complicate important emergency protocol. Brandie Kilts interjected, the call average that was calculated for the purpose of formulating the agreement reflects that 5% of calls received by Plain City departments are from agencies outside of city bounds and includes cancelled requests. Councilmember Ferrin voiced his opinion that the joint effort would be of great benefit to Plain City. He stressed the value in having the finalized proposal reviewed and approved by the City Council. Chief Crowton reassured the Council, conditions of the agreement will include straightforward renegotiation and exit provisions in case the partnership proves detrimental in any way. Councilmember Sadler acknowledged, the current agreement with Ogden City Fire and Ambulance Services has been a winning venture for both parties. He reiterated concern over restructuring and the hiring of additional staff. Mayor Higley recommended, approval be given for the finalization of the written agreement so that the actual figures and details can be reviewed, approved, or rejected by the City Council. Councilmember Hale asked for verification that the presentation by the Fire Chief was to gain Council approval for continued work toward a contract. Chief Crowton answered in the affirmative and agreed to present a contract to City Council for review and approval after it is drafted. Councilmember Sadler proposed, two contracts be written – one with consideration of Medical Ambulance Service only, the other to cover both Medical and Fire calls. Public Works Director Bren Edwards explained regard given to this matter by the heads of the other City departments and how requests for budget allowances were curtailed to assure success of the proposed Ambulance Staffing. Mayor Higley confirmed trust in the judgement of Chief Crowton. He stated accord with the Chief's assessment of the future needs of the Plain City Fire and Ambulance Services. Chief Crowton closed, presenting emergency call volume data.

**Councilmember Sadler moved to advance contract formulation, to include ONLY the proposed Medical Service. There was no second to the motion. The motion died. Councilmember Hale moved to proceed with contract structuring, abiding by the original proposal, including Medical and Fire Services. Councilmember Ferrin seconded the motion. Councilmembers Ferrin and Hale voted aye. Councilmember Sadler voted nay. The motion did not pass.**

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 4, 2017

Discussion/Motion: Approval of Hiring a Full-time Public Works Position

Councilmember Ferrin reported on his effort to assist in compiling data, relevant to the addition of a full-time employee to the Public Works Department. He commented on discovery and analysis presented through a comparison of city worker compensation and workloads of neighboring municipalities. Public Works Director Bren Edwards validated the information. He mentioned a contribution of data gathered by J-U-B Engineers. He spoke to the funding of the proposed salary and adjustments of duties within the Public Works Department. Councilmember Sadler asked if the previous Building Inspector, Ken Martin, was a contract employee. Bren Edwards answered in the affirmative. Councilmember Sadler asked if alternative models for managing the growing workload and shifting tasks within the department have been considered. He suggested the employment of two, part-time workers instead of a permanent, full-time employee. Bren Edwards asserted, the option has been studied and determined to be less effective at meeting the Department needs. Councilmember Sadler clarified, his suggestion was not to employ two, certified inspectors. Bren Edwards pointed out, a full-time (permanent) employee will be more committed to a future with Plain City. Part-time employees will likely remain open to alternate employment options. Councilmember Sadler expressed gratitude for the information presented and for the daily efforts of the Plain City Public Works Department. Councilmember Ferrin spoke of recent demand for licensed inspectors throughout Weber County as well as statewide. Mayor Higley commended the consideration of future growth in the Public Works Department's proposal. Councilmember Hale observed, there will be need for additional staff members with trending growth. **Councilmember Ferrin moved to approve the hiring a full-time public position. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Discussion/Motion: Tentative Approval of the 2017-18 City Budget

Plain City Treasurer, Steve Davis referred to the printed budget proposal, distributed to the Council and Staff prior to the meeting. He petitioned the Council to adopt the tentative budget proposal, noting finalization of the budget would be acted on at a later date. Steve Davis highlighted changes made, including the addition of revenue from a UDOT grant for sidewalk projects (with required matching funding). Public Works Director, Bren Edwards made mention of two submissions for project grants, of which one was accepted to pay 50% of projected costs. Steve Davis stated, an adjustment of impact fee allocation and other moderate budget changes made possible the funding of the remaining 50% of speculated expenses. He spoke to expenditure changes, including small cuts in various areas. Councilmember Sadler sought clarification regarding the amounts that were cut and the purpose of the maneuver. Steve Davis explained, freed-up budget was allocated to proposed Ambulance Staff funding and Master Plan funding. He reviewed the transportation projects that will be partially funded through grants. He commented on the decrease in General fund provisions from the previous year. He pointed out, the Sewer fund and the Storm Drain fund are not subject to change, as there are still positive earnings attributed to the arrangements. He recounted the provision made in the Capital Projects fund for the new Public Works Building. He reassured the Council, changes to an adopted tentative budget are possible until June 15<sup>th</sup>, 2017. Amendments can be made after a final budget is approved with proper procedural adherences. **Councilmember Hale moved to approve the tentative 2017-18 City Budget. Councilmember Sadler seconded the motion, reaffirming the allowance for further review and adjustment prior to approval of a final City Budget. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Discussion/Motion: Set Public Hearing for Final Adjustments to FY2017 City Budgets – June 15

**Councilmember Hale moved to set a public hearing on June 15 for final adjustments to the FY2017 city budgets. Councilmember Ferrin seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Discussion/Motion: Set Public Hearing for Final Approval to FY2018 City Budgets – June 15

**Councilmember Ferrin moved to set a public hearing on June 15 for final approval to the FY2018 city budgets. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Motion: Approval of Business Licenses

New

Hope and Healing Therapy                      Karen Lacy                      4716 W 2050 N                      mental health therapy

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 4, 2017

Renewals

Totally Blind, LLC                      Spencer Bennett                      4300 W 2500 N                      window coverings  
**Councilmember Ferrin moved to approve the two business licenses as presented. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Motion: Approval of Warrant Register

See warrant register dated 04/20/17 to 04/30/17. The Bona Vista bill was for the new service for the city shop. Fire turnouts were purchased. **Councilmember Ferrin moved to approve the warrant register as presented. Councilmember Sadler seconded the motion. Councilmembers Sadler, Ferrin and Hale voted aye. The motion carried.**

Report from Planning Commission

Planning Commission Vice Chairman, John Leonardi reported approval of a lot line adjustment to the Call project and the final plan for Phase 4 of the S-Curve development with a cul-de-sac contingency. He explained, discussion continues on a subdivision ordinance. A public hearing is scheduled for May 11 for a remainder parcel ordinance. Councilmember Sadler asked if an ordinance defining “pasture” and “corral” has been written. John Leonardi responded in the affirmative. Planning Commission Chairman, Blake Neil followed up on Councilmember Ferrin’s question from the previous City Council Meeting. He acknowledged, there is no inclusion of “Feed Lot” in the Plain City Commercial Zone Ordinance. He stated, if the use is not identified in the ordinance, it is not permitted. Additionally, he alluded, “Feed Lot” would be defined under agricultural zoning qualifications. Councilmember Ferrin thanked Blake Neil for the response. Blake Neil remarked on the approved \$35,000, set forth in the tentative budget for updating the City General Plan. He sought an explanation for the noted discrepancy in the amount from the speculated planning cost figure supplied by the Planning Commission. Public Works Director, Bren Edwards answered, the budgeted amount is based on estimated costs provided directly from J-U-B Engineers.

Report: Council

Councilmember Hale asked for a timeline on the crosswalk/sidewalk project. Bren Edwards requested the matter be addressed at a later date.

Councilmember Ferrin spoke to mosquito abatement efforts that were started early this year. He recommended Council inspection of the new Public Works Building project, praising the progress being made. He requested a meeting with the Irrigation Company and Public Works Department to discuss irrigation issues.

Councilmember Sadler commented on a review of the Weber County Animal Service contract. He reported, the cost to Plain City for animal service calls is almost double the cost of regular emergency service calls. Bren Edwards, also involved with the Weber County Animal Service survey, validated the verdict. He clarified the details of the research.

Bren Edwards reported on the receipt of two grant awards and notified the Council of the application for a Land and Water Conservation Grant, finalized by the Parks and Recreation Department. He credited J-U-B Engineers with much of the work required to make application for the awarded and prospective grants. He reported on plans for the 2600 project and gave an estimated schedule.

Fire Chief Crowton expressed appreciation for the unified endeavors of the City Department Heads, City Council and City Staff toward the betterment of the community.

Councilmember Ferrin spoke positively of the current Staff Meeting standard.

Bren Edwards reported on the City Hall restoration project. He described the work being done and speculated costs. Councilmember Ferrin evoked, multiple bids for the project should be obtained. Bren Edwards concurred. Mayor Higley thanked the City Staff for tasks well done. He expressed appreciation to the City Council for their commitment.

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 4, 2017

Councilmember Ferrin mentioned the passing of Cody White's mother and offered condolences on behalf of the Council to the White family.

**At 8:22 p.m. Councilmember Ferrin moved to adjourn and was seconded by Councilmember Hale. The vote was unanimous.**

COPY

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date approved

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 18, 2017

The City Council of Plain City convened in a regular meeting on Thursday, May 18, 2017, 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: Councilmember Brad Searle  
Staff: Diane Hirschi, Mike Kerswell, Bren Edwards, Jeremy Crowton, Brandie Kilts, Tyson Garr  
Also Present: Steve DolaTowski, Trevor Perry, Jay Clark, Dustin Skeen, William Matthews, Jett Iverson, Trent Nelson, Ryan Olsen, Amber Olsen, Cheri Sparks, Richard Schroeder, Scotty Turley, Steve Smith, Gary Westergard, Leann Kilts, Nichole Pierce, Carrie Moeakiola, Mark Kilts  
Call to Order: Mayor Bruce Higley  
Pledge of Allegiance: Boy Scout Troops 516 and 370  
Invocation/Moment of Silence: Councilmember McKean

Approval of Minutes

**Councilmember Hale moved to approve the minutes from May 4, 2017. Councilmember Sadler seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale vote aye. The motion carried.**

Comments: Public

Ryan Olsen, a resident of the Still Creek community, reviewed the original Still Creek plan, approved agreement concerning the use of escrow funds, and accepted development finalization conditions. He expressed concern over covenanted fencing that has yet to be constructed. He spoke to the accountability of Hawkins Homes for the installation of the fence and their failure to comply with the initial development contract. Mr. Olsen described safety and traffic noise dilemmas that the planned fence would alleviate. He recalled, a petition for the City to require the Still Creek developer to comply with the approved agreement was signed by residents and presented to the Council, a year prior. He referred to a current proposal, plan, and estimated cost breakdown for the previously approved fence to be built and asked for the City's help to move forward with the project. Mayor Higley committed to set up a meeting with the City Attorney and the Still Creek developer to create a solution. Mr. Olsen evoked the continued delay and appealed for prompt action.

Discussion/Motion: Staffing of Ambulance Proposal

Fire Chief Jeremy Crowton reviewed a proposal to partner with Ogden City for upgraded Ambulance Service and Staffing. He described the equally divided staffing cost (personnel only) and other financial terms ascribed to the proposed agreement. He reported, research shows a yearly average of 2.5% of emergency calls received by Plain City Emergency Services are expressly Fire related. He outlined the next step in the process; the drafting of an amended contract. He reiterated, Ogden City is willing to facilitate adjustments to the new agreement as the partnership carries on and exit from it, if necessary. He spoke to the mutual benefits of combining forces. Councilmember McKean, having been excused from the previous City Council Meeting at which this matter was discussed and motioned upon, asked for a review. Councilmember Ferrin conveyed, the motion did not pass. Councilmember Sadler explained the reasoning behind his vote. He reported on his attempt to obtain more information from the Fire Chief of Ogden City. Mayor Higley observed, Chief Crowton is perusing the upgrade with the best interest of Plain City in mind. He addressed the need for better daytime coverage of Emergency Services and announced, he will back Chief Crowton's proposal 100%. He expressed consent with the efforts of Councilmember Sadler to become more fully informed on the matter. Chief Crowton revisited the elements of the proposal he had presented at the previous City Council Meeting. Councilmember McKean asked for clarification on the assignment of Fire calls received from outside of Plain City. Councilmember Sadler described his concern with the proposed assignment of Fire calls received from outside of Plain City, while voicing accord with the assessment of need for better daytime coverage of Emergency Services. Councilmember McKean sought assurance of the possibility to negotiate terms of the contract if inadequacies are discovered after acceptance. Chief Crowton assured

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 18, 2017

the Council of the fluidity of the contract terms. He evaluated the current agreement between Ogden City and Plain City Emergency Services. He spoke to Councilmember Sadler's concerns. **Councilmember McKean moved to approve the drafting of an Ambulance Staffing Proposal in partnership with Ogden City for review by the City Council. Councilmember Ferrin seconded the motion. Councilmembers McKean, Ferrin and Hale voted aye. Councilmember Sadler voted nay. The motion carried.**

Discussion/Motion: Purchase of New Lawnmower

Councilmember McKean asked about the current status of city lawn mowing equipment (quantity and condition of mowers). He gave a personal account of viewing a city grounds worker using a seemingly deficient mower to mow a large grass field. Councilmember Ferrin expressed empathy for the worker. Parks and Recreation Director, Tyson Garr appraised the status of the existing city lawn mowing equipment, individually addressing each mower, its condition and purpose. He delivered a video presentation, showing specifications and details of a new lawnmower the department is proposing for purchase. He calculated expected time savings with use of the new mower, and identified tasks that can be accomplished through reallocation of the conserved hours. He addressed funding, indicating proceeds from surplus and scrap sales will be dedicated to the purchase price of the new mower. Councilmember McKean asked if these proceeds are entered into the city budget under capital projects or general funds. Councilmember Ferrin answered, general funds. Tyson Garr emphasized, the quoted pricing for the equipment includes a discount and is substantially less than similar options. Councilmember McKean offered kudos for the work put into obtaining suitable equipment at a reasonable cost and for consideration of funding the proposal. Councilmember Sadler asked if the new mower will be an addition to the fleet or will replace an existing unit. Tyson Garr stated, existing units will be retained as backup equipment, providing storage space is available. **Councilmember McKean moved to approve the purchase of a new Hustler lawn mower for \$21,567.00. Councilmember Ferrin seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.**

Discussion/Motion: Amendment of Subdivision Ordinance Concerning Remainder Parcels

Planning Commissioner, Cheri Sparks spoke to the discovery by the Commission, of the need for properly defining and regulating remainder parcels. She reviewed the proposed subdivision ordinance amendment, addressing remainder parcels. Councilmember McKean asked how long the amendment has been held in discussion by the Planning Commission. Cheri Sparks remarked on the timeline. Councilmember Sadler commended the Planning Commission for providing excellent service to the City. He commented on the clarification of "frontage" in the proposed, amended subdivision ordinance. Cheri Sparks presented a brief rundown of the intended Planning Commission report. **Councilmember Ferrin moved to approve the Amendment 2017-07 of the Subdivision Ordinance Concerning Remainder Parcels. Councilmember Sadler seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.**

Discussion/Motion: Approval of Bid for Waterproofing Walls in Senior Center

Public Works Director, Bren Edwards referred to printed material, distributed to the Council and Staff prior to his presentation. The information included bids for the waterproofing of the walls in the Senior Center. He contrasted the bids. Councilmember Ferrin queried if the cost for employing a supplementary company(s) to provide services not included in the lowest bid, has been calculated. Bren Edwards indicated, the notion has been considered. He reported on discussions with Baseco and the advantages of employing a single company to provide all services throughout the project. Councilmember McKean asked for an explanation of the circumstances that caused damage to the Senior Center. Bren Edwards illustrated the conditions that allowed flooding and the subsequent damage to the walls of the Senior Center. Councilmember McKean sought assurance, the proposed repair is guaranteed and the project will include measures to quell similar disasters in the future. Bren Edwards confirmed, the work will be warranted in writing. He spoke to recent steps taken to prevent future flooding in the area. Councilmember McKean asked Bren Edwards, which of the bids he considers to be the best. Bren Edwards answered, Baseco. He suggested, service and a guarantee covering the entire scope of the project from one company will provide an overall, better outcome. **Councilmember Ferrin moved to accept the Bid for Waterproofing of the Walls in the Senior Center from Baseco. Councilmember McKean seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.**

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 18, 2017

Motion: Approval of Business Licenses

New

Six String School of Music	Jenny McFarland	2941 N 3550 W	group guitar lessons
C. Wilder Construction Inc	Aubrie Wilder	1632 N 3450 W	general contractor

Renewals

Kelly's Hauling & Tractor	Kelly Dixon	2183 N 4650 W	hauling & tractor, light landscaping
J. Beesley Glass & Repair	Jon Beesley	2348 N 4350 W	glass repair

Fire Chief Jeremy Crowton mentioned that he talked with C. Wilder Construction and indicated that he cannot park his equipment in the cul-de-sac. **Councilmember McKean moved to approve the Six String School of Music and C. Wilder Construction Inc. and two renewals as presented. Councilmember Hale seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.**

Motion: Approval of Warrant Register

See warrant register dated 05/01/17 to 05/17/17. Councilmember Ferrin noted his concern about the process of reimbursing employees. It was reported that the GPS unit has been purchased and J-U-B is working on setting up the program. Bren Edwards noted that he has used it already. Councilmember Sadler asked for a report on the Pickle ball court project. Bren noted that we are finishing the sprinklers and the landscaping. We received the municipal RAMP grant for \$6,100 and are using those funds to finish out the project. Bren noted that we are waiting for the metal roof. If the volunteer can't get to it this next week, the city may have to do it. We have a nice restroom with no roof. **Councilmember Ferrin moved to approve the warrant register as presented. Councilmember McKean seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale voted aye. The motion carried.**

Report from Planning Commission

Report provided in earlier discussion.

Report: Council

Councilmember McKean proposed, a written Service Level Agreement for City employees be enacted, to ensure the needs and concerns of Plain City citizens are given proper consideration in a timely manner. He advised, complaints have been received by councilmembers regarding poor service by city staff. He suggested, a guideline for customer service be in place and a time policy be adopted. He asked that the matter be included on the agenda for the next city council work session.

Councilmember Sadler requested, further study of the city budget be included on the agenda for an upcoming city council work session.

Councilmember Ferrin informed the Public Works Department of complaints received about rough road conditions on 3600 West Street.

Councilmember Hale expressed gratitude for the new flags at City Hall and the Fire Station. She commented positively on the repairs done on 2200 North Street. She reminded those in attendance to volunteer to help with the 4<sup>th</sup> of July Celebration preparations.

Councilmember McKean gave a personal account of overhearing staff members of a neighboring municipality discussing the exceptional abilities of the Plain City Public Works Director, Bren Edwards.

Mayor Higley spoke to the review of the policies and procedures of city service. He emphasized the importance of adequate training for city staff efficiency. He thanked the Plain City staff for their dedicated service.

PLAIN CITY COUNCIL  
MINUTES OF REGULAR MEETING  
MAY 18, 2017

At 7:51 p.m. Councilmember Ferrin moved to adjourn and was seconded by Councilmember McKean. The vote was unanimous.

COPY

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date approved