

PLAIN CITY COUNCIL
MINUTES OF REGULAR MEETING
JUNE 1, 2017

The City Council of Plain City convened in a regular meeting on Thursday, June 1, 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, Tyson Garr
Also Present: Sam Cooper, John Leonardi, Porter Iverson, Trent Nelson, Penny Barnes, Jon Beesley, Mercy Jacobo

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

Approval of Minutes

The Mayor noted that it is Jett Iverson, not Jeff. **Councilmember Ferrin moved to approve the minutes from May 18, 2017 as corrected. Councilmember McKean seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale vote aye. The motion carried.**

Comments: Public

There was none at this time.

Discussion/Motion: Approval of Funds for Fremont Communities That Care – Mercy Jacobo

After a brief review of the past presentation by Fremont Communities That Care and their request for funding, Councilmember Sadler enquired if the petition was for an annual budgetary commitment. Councilmember Hale answered in the negative. She confirmed the request is for a one-time donation of funds and asked if there are provisions in the 2017 budget to cover the funding. Public Works Director, Bren Edwards addressed the prospect of including it in the 2018 budget. City Recorder, Diane Hirschi verified that the 2017 City Budget will bear the cost if the requested support for Fremont Communities That Care is approved. Councilmember McKean asked how soon the funding is needed. Councilmember Ferrin, referring to the presentation, noted that the support is needed as soon as the Council can approve the grant. Fremont Communities That Care representative, Mercy Jacobo verified, the amount of the request: \$900. She mentioned, other contributing municipalities have planned for the donation in their 2018 budgets. **Councilmember McKean moved to approve the Funds for Fremont Communities That Care. Councilmember Hale seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale vote aye. The motion carried.**

Discussion/Motion: Final Approval of Dean's Farm Subdivision – 2875 W 2450 N – 1 Lot with Remainder Parcel

Mayor Higley presented engineering information related to Dean's Farm Subdivision. Councilmember McKean sought clarification on the utilities provision data. Public Works Director, Bren Edwards affirmed, the improvements are comprised in the proposed plan. **Councilmember Ferrin moved to approve Dean's Farm Subdivision – 2875 W 2450 N – 1 Lot with Remainder Parcel. Councilmember McKean seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale vote aye. The motion carried.**

Discussion/Motion: Approval of Bid for Steam Cleaner/Pressure Washer

Public Works Director, Bren Edwards reported on a one-year study of the use and cost of a City owned pressure washing system. He described available funds for the purchase of a Steam Cleaner/Pressure Washer in the 2017 budget. He listed the benefits of owning the equipment.

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Councilmember Ferrin noted, only one bid was included in the printed information that was distributed to the Councilmembers and staff, previously.
Bren Edwards acknowledged, two additional bids were submitted and are available to view upon request.
Councilmember Hale requested the additional bids be scanned and emailed to her and other Councilmembers.
Bren Edwards spoke to the capabilities of the preferred Steam Cleaner/Pressure Washer, emphasizing its portability.
Councilmember McKean queried if the portable unit is powerful enough for all intended purposes.
Bren Edwards answered in the affirmative.
Councilmember Sadler suggested a smaller, less powerful unit be considered for use at park pavilions.
Bren Edwards reiterated, a more powerful, portable washer will be more versatile.
Councilmember McKean asked if the difference in the bids reflects variations in quality.
Bren Edwards explained his preference for the locally sold and serviced Steam Cleaner/Pressure Washer.
Councilmember McKean moved to Accept the Bid and Approve the Purchase of a Steam Cleaner/Pressure Washer. Councilmember Ferrin seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale vote aye. The motion carried.

Discussion/Motion: Approval of Bid for Arena Watering System

After reviewing printed documents related to the proposed Arena Watering System, Councilmember McKean sought an account of the deficiencies of the existing Arena Watering System.
Parks and Recreation Director, Tyson Garr told of poor coverage provided by the existing system. He presented the advantages of replacing it with an updated retractable assembly. He explained the function of the proposed system.
Councilmember McKean questioned, who will be charged with operating the Watering System.
Tyson Garr answered, trained Parks and Recreation Staff will handle the task of watering. He added, the system will not be generally accessible to the public.
Bren Edwards restated the benefit of securing the Watering System from unauthorized use. He pointed out, life expectancy of the assembly will be extended through weather-resistant storage.
Councilmember Sadler asked, how long it will take the proposed system to adequately water down the Arena.
Tyson Garr estimated, an hour and a half.
Councilmember McKean asked for a life-expectancy of the system components, particularly the hose.
Bren Edwards reiterated, the ability to store the hose out of the weather will increase longevity.
Councilmember Sadler sought an explanation for the widely differing bid figures.
Tyson Garr stated, the Arena Watering Systems are designed for various sizes of arenas. He explained, the preferred bid is for a system designed for areas similar to the Plain City Arena.
Councilmember McKean moved to Accept the Bid and Approve the Purchase of an Arena Watering System. Councilmember Hale seconded the motion. Councilmembers McKean, Sadler, Ferrin and Hale vote aye. The motion carried.

Motion: Approval of Business Licenses

There were none.

Motion: Approval of Warrant Register

See warrant register dated 05/18/17 to 05/31/17. It was noted that the uniform was for the fire department. Tyson Garr reported that Lions Club Park is coming along. The roof is on and sprinklers are being repaired and they will be doing landscaping. It was also noted that the signs for the park hours are not posted yet. **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

Planning Commission Vice-Chairman, John Leonardi reported progress with finalization of the latest phase of the S-Curve development.
Councilmember McKean asked for an update on the Fremont Subdivision status.

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John Leonardi gave a description of recent work on planning of the Fremont Subdivision and spoke positively to achievements by the Planning Commission.

Bren Edwards outlined the anticipated process to prepare for the next stage of development.

Report: Council

Councilmember Hale conveyed the importance of ATV safety and suggested measures be taken to heighten awareness. She asked what the Council can do to promote ATV safety. She announced the official launch of the new Plain City website.

Councilmember Ferrin requested an update on the 4th of July Celebration preparations.

Chairman, Jon Beesley reported. He voiced the concern of a participating Car Club over the City Ordinance restricting the number of car shows allowed, per year, at the park.

Tyson Garr explained the regulation and spoke to the reasoning behind its enactment. He advised, other venues within Plain City can be used for car shows. He suggested, the participating Car Club consider reserving other park locations if they want to hold more car shows than allowed at one park. He agreed to work with the Car Club to investigate options.

Councilmember McKean reviewed the car show limiting ordinance and expressed accord with its purpose. He supported the option of utilizing multiple venues to increase the number of annual car shows. He enquired, how late the car show would be open on July 3rd.

Jon Beesley answered, as late as the park is open. He sought help in encouraging food vendors to participate in the Celebration.

Mayor Higley asked, who is in charge of the parade.

Jon Beesley responded, Nikki McCafferty.

Councilmember Ferrin recommended, Kent's Market be petitioned to participate in the 4th of July Celebration.

Jon Beesley specified a need for volunteers to organize and conduct games for children at the Celebration.

Councilmember Sadler forewent reporting.

Councilmember McKean offered thanks to the Public Works Department for a job well done. He complimented the Parks and Recreation Department on their skillful maintenance of the City Parks.

Mayor Higley declared, Plain City Volunteer Fire Department is a great program. He related a personal experience, highlighting the readiness of the Volunteer Fire Department. He spoke positively of the day-to-day service provided by the Plain City Office Staff. He proposed publishing a monthly Police Report to be examined by the City Council and asked for input on the matter. He reported the theft of a City-owned trailer. He commented on the proven efficiency of the Parks and Recreation Department's new lawn mower.

Diane Hirschi outlined the filing schedule for the City Elections.

At 7:40 p.m. Councilmember Ferrin moved to adjourn and was seconded by Councilmember McKean. The vote was unanimous.

City Recorder

Mayor

Date approved

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JUNE 15, 2017

The City Council of Plain City convened in a regular meeting on Thursday, June 15, 2017, 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: Councilmember Mike McKean
Staff: Diane Hirschi, Mike Kerswell, Steve Davis, Bren Edwards, Jeremy Crowton, Brandie Kilts, Tyson Garr
Also Present: Trent Nelson, Jon Beesley

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

Approval of Minutes

Councilmember Ferrin moved to approve the work meeting minutes and the regular meeting minutes from June 1, 2017 as presented. Councilmember Sadler seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried. Councilmember Sadler noted that he was present for the entirety of the work meeting.

Comments: Public

There was none at this time. Diane Hirschi reported that someone was going to come to present an Eagle Scout Project. Councilmember Sadler recommended we move this item to the end of the meeting.

Public Hearing: Final Adjustments to the 2016-17 City Budgets

Councilmember Sadler moved to go into a public hearing for the purpose of making final adjustments to the 2016-17 City Budgets. Councilmember Ferrin seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried. There were no public comments. **Councilmember Ferrin moved to go out of the public hearing. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.**

Public Hearing: Final Adoption of the 2017-18 City Budgets

Councilmember Ferrin moved to go into a public hearing for the purpose of Adopting the 2017-18 City Budgets. Councilmember Searle seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.

Steve Davis noted that the only change he has made from the tentative budget is to add \$55,000 to the revenues and the expenditures for the grant for the sewer fund.

Councilmember Hale moved to go out of the public hearing and into the regular meeting. Councilmember Ferrin seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.

Discussion/Motion: Final Adjustments to the 2016-17 City Budgets

Councilmember Searle requested a brief overview of the 2016-2017 City Budget.

Steve Davis summarized the 2016-2017 City Budget. He described how the total of each budgetary segment was established and declared, some future reallocations are probable. He explained the increase in the Capital Projects distribution.

Councilmember Searle asked for details related to the projected budget surplus for 2017 that will be rolled over to the 2018 budget.

Steve Davis estimated, \$150,000.00. He stated, this estimate is conservative.

Councilmember Sadler enquired if a proposed purchase of communication radios is included in the 2017 budget.

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Public Works Director, Bren Edwards answered in the negative. He explained how anticipated surpluses will be considered for the purchase in the future.

Councilmember Sadler asked if non-resident fees for recreational sports have been increased.

Parks and Recreation Director, Tyson Garr explained the recreational sports fee structure, highlighting the updates.

Councilmember Sadler asked if a long-term (10 year) program cost figure has been calculated and if it was considered when the updated fee schedule was drawn up.

Tyson Garr answered in the affirmative.

Councilmember Searle sought clarification on the budgetary period being discussed.

Steve Davis affirmed, final adjustment to the City Budget for 2016 – 2017 is the current topic of discussion.

Councilmember Ferrin moved to finalize the adjustments to the 2016-17 City Budgets. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin, Hale and Searle voted aye. The motion carried.

Discussion/Motion: Final Adoption of the 2017-18 City Budgets

Steve Davis opened the discussion, declaring the City Budget for 2018 has provisions for extra expenditures that are forecast. He spoke to the usual surpluses that occur with the annual budget, noting, a balance without surplus is the arrangement of the 2017–18 budget.

Councilmember Searle asked for details regarding previous budget roll-overs to the current General Fund and surpluses slated for increases to the 2017-18 Capital Projects Fund.

Steve Davis contrasted the two areas of the budget and outlined how each will be effected by residual budgetary resources.

Councilmember Ferrin mentioned the possibility of increased revenue over the budget term due to a boost in volume of building permit applications.

Councilmember Sadler asked if the perceived number associated with revenue from building permit applications is a conservative figure.

Steve Davis answered in the affirmative.

Bren Edwards commented on the predicted sales tax revenue increases from new businesses.

Steve Davis acknowledged, anticipated sales tax revenue from new businesses has been figured into the 2017-18 budget.

Councilmember Sadler questioned a drastic reduction in franchise tax from the previous term figures. He asked about Public Works and Development Service certification funding.

Bren Edwards outlined the certification process and explained City Staff wage declaration changes.

Councilmember Sadler remarked on the increase to Fire Department funding.

Fire Chief, Jeremy Crowton stated, certification is included in the in the Fire Department allotment.

Councilmember Searle advised against providing extra funds (“padding”) to numerous areas of the budget for arbitrary/flexible use.

Steve Davis explained, allocation is based on planned expenditures but specific line items may not be detailed in the written budget.

Councilmember Saddler asked if a portion of communication radio upgrade expenditures can be taken from 2016 budget surpluses.

Fire Chief Crowton spoke to the federally mandated communication system upgrade issue and explained, the cost will be applied to both the 2016-17 budget and the 2017-18 budget.

Councilmember Ferrin queried if grants are available to pay for the system upgrade.

Jeremy Crowton acknowledged, he has been researching the availability of such grants.

Councilmember Searle commented on the constrained aspect of the 2017-18 budget proposal, referring to the new contract agreement with the Weber County Sheriff’s Office and new Fire Department employee.

Steve Davis stated, the conservative budget is designed to balance expenditures with revenue. He foresaw a probability of leftover revenue that will be brought to light near the end of the budgetary term.

Councilmember Sadler asked if certain areas of the budget had been tightened more than others.

Councilmember Searle asked about additional expenditure cuts that might be made.

Councilmember Ferrin reminded the Council, the decision to adopt the 2017-18 City Budgets is to be made at this meeting.

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Mayor Higley applauded the efforts of Steve Davis to maintain a positive balance through conservative budgeting and concurred, there will likely be a surplus.

Councilmember Ferrin remarked, seldom are the presented annual budgets as tightly constrained as the 2017-18 budget.

Councilmember Searle asked about the feasibility of a reassessment of department funding cuts.

Councilmember Ferrin reiterated, the decision to adopt the budget is scheduled for the current meeting.

Bren Edwards verified, departmental budget allocations have been thoroughly examined and reduced as much as possible to meet the overall City Budget orders.

Mayor Higley stressed, Council concerns over the budget are valid and appreciated by the citizens of Plain City.

Councilmember Sadler enquired if the City Staff merit wage increases have been included in the proposed budget.

Steve Davis responded in the positive.

Councilmember Ferrin moved to adopt the 2017-18 City Budgets. Councilmember Hale seconded the motion. Councilmembers Ferrin and Hale voted aye. Councilmembers Saddler and Searle voted nay. Mayor Higley voted aye, breaking the tie. The motion carried.

Discussion/Motion: Certified Tax Rate

Steve Davis declared, based on an assessed valuation, the Certified Tax Rate should remain the same throughout the current cycle.

Councilmember Searle asked if accepting the proposed Certified Tax Rate, at this time, will lock the rate for a year, not allowing for further alterations by the Council.

Steve Davis answered in the affirmative.

Councilmember Hale requested an overview of the process to raise the Certified Tax Rate.

Steve Davis explained the process and commented on the quick turnaround expected for the activity.

Councilmember Searle enquired how the Certified Tax Rate of Plain City compares to that of neighboring communities. He asked if there is time to study the matter and make a decision in a future meeting.

Steve Davis revisited the process and spoke to the time needed to explore and institute a raise.

Councilmember Sadler suggested, revenue from a raise in the tax could go toward public safety funding.

Councilmember Hale evoked the quick turnaround expected, affirming, the process of changing the Certified Tax Rate for this period cannot be completed in the time given.

Councilmember Sadler appealed for more time to study the matter.

Steve Davis stated, the Certified Tax Rate must be adopted by June 22nd. He advised, the existing parameters be adopted and exploration of a change begin immediately so that the process, if deemed necessary, can be completed in time for the next term.

Councilmember Hale proposed, a portion of the first City Council Meeting in January, 2018 be dedicated to discussing an increase to the Certified Tax Rate.

Councilmember Ferrin moved to adopt the existing Certified Tax Rate, without change. Councilmember Hale seconded the motion. Councilmembers Ferrin and Hale voted aye. Councilmembers Saddler and Searle voted nay. Mayor Higley voted aye, breaking the tie. The motion carried.

Discussion/Motion: Cost of Living Allowance

Councilmember Ferrin requested disclosure of the Cost of Living Allowance granted in the previous year.

City Recorder, Diane Hirschi responded, 1.5%.

Councilmember Searle commented on the sporadic traits of population growth. He spoke of unforeseen strains on city infrastructure and planned increases in expenditures.

Councilmember Sadler suggested the Cost of Living Allowance should reflect the conservative nature of the annual budget and not be increased. He asserted, increased sales tax revenue from new businesses and other positive factors may establish a source for a higher allowance in the future.

Councilmember Ferrin moved to adopt the existing Cost of Living Allowance, without change.

Councilmember Searle seconded the motion. Councilmembers Ferrin, Hale, Saddler, and Searle voted aye. The motion carried.

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Discussion/Motion: Radio Equipment Upgrades

Jeremy Crowton detailed a federally mandated agenda to standardize the communication systems used by public emergency service providers. He reviewed printed information that he had previously distributed to the City Council and Staff, illustrating the specifications of new equipment that will be needed to comply with the mandate. He described the function and condition of equipment currently in use by the Plain City Fire Department and explained how it does not meet the requirements of the new, standardized program.

Councilmember Searle, referring to the timeline of the federal plan, asked why funding of the proposed radio equipment is being discussed two years before the scheduled initiation of the program.

Councilmember Sadler asked if components of the proposed system will sync with existing communication equipment.

Councilmember Ferrin stated, if the upgrade is not required until 2019, complete implementation of the federal program will likely not occur until 2021.

Councilmember Sadler commented on the benefits of planning for the future by upgrading the Plain City Public Safety communication system. He noted, the printed information contains only one bid.

Jeremy Crowton responded, there is only one company that offers compatible equipment.

Councilmember Ferrin moved to approve the Radio Equipment Upgrades. Councilmember Sadler seconded the motion. Councilmembers Ferrin, Hale, Saddler, and Searle voted aye. The motion carried.

Discussion/Motion: 3600 West Repairs

Bren Edwards gave an overview of the repair work needed on 3600 West Street. He described repairs to the road that have been completed and addressed patches that have failed.

Councilmember Searle requested scope of work details and an estimated cost for the proposed repairs.

Bren Edwards provided scope and projected cost estimates. He spoke to anticipated grant funding of the full project and explained, many repairs done while waiting for receipt of the grant are temporary, by design.

Councilmember Sadler, referring to the lowest presented bid, asked if the service offered is sufficient. He sought clarification on the scope of the proposed project.

Bren Edwards answered in the affirmative and revisited scope specifics.

Councilmember Sadler asked if construction at Kelly's Korner will interfere with the proposed repair work.

Bren Edwards answered in the negative.

Councilmember Sadler advised, project planning should be expedited to avoid potential legal obstacles.

Councilmember Searle moved to advance the 3600 West Street Repair Project. Councilmember Ferrin seconded the motion. Councilmembers Sadler, Ferrin, Hale, and Searle voted aye. The motion carried.

Discussion/Motion: Trash Receptacles for Parks

Tyson Garr presented a plan to supply city parks with more stable waste receptacles. He verified, funding for the endeavor has been accounted for in the Parks and Recreation Department budget allocation. He outlined submitted bids.

Councilmember Ferrin enquired about the structure of the proposed receptacles, voiced concern over flammability of materials, and asked if the proposed receptacles are portable.

Tyson Garr spoke to the design, materials, and construction. He noted, the exterior framework is placed permanently with removable interior container. He commented on the advantages of having a sturdy, nonflammable surround.

Councilmember Sadler sought details on pricing per unit.

Tyson Garr summarized the bid.

Councilmember Ferrin moved to approve the Trash Receptacles for Parks. Councilmember Hale seconded the motion. Councilmembers Sadler, Ferrin, Hale, and Searle voted aye. The motion carried.

Discussion/Motion: Cancel July 6 Meeting

Councilmember Searle moved to cancel the July 6 meeting. Councilmember Ferrin seconded the motion. Councilmembers Sadler, Ferrin, Hale, and Searle voted aye. The motion carried.

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Motion: Approval of Business Licenses

There were none.

Motion: Approval of Warrant Register

See warrant register dated 06/01/17 to 06/14/17. There were inquiries as to the crack seal, the vector and the concession trailer. Bren Edwards reported that the pressure washer has been a huge benefit to them.

Councilmember Hale 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 from Planning Commission

There was no meeting last week.

Report: Council

Councilmember Sadler reported on a meeting with Bren Edwards and Stillcreek development authorities, to discuss finalization of the project.

Councilmember Ferrin deferred reporting.

Councilmember Hale had no further comment.

Councilmember Searle yielded.

Mayor Higley reviewed the County Transfer Station fee schedule. He commented on the periodic distribution of a printed police report to the City Council. He promoted the upcoming Fourth of July Celebration and spoke to the participation of the City Council in the parade.

At 8:26 p.m. Councilmember Ferrin moved to adjourn and was seconded by Councilmember Searle. The vote was unanimous.

City Recorder

Mayor

Date approved