

MINUTES
CITY COUNCIL MEETING
FRUIT HEIGHTS CITY
910 South Mountain Road
January 19, 2016

CITY COUNCIL MEETING

The City Council Meeting was called to order by Mayor Don Carroll at 7:02 pm.

The Pledge of Allegiance was led by Mayor Don Carroll and Council Member Scot Poole began the opening ceremony with a prayer.

COUNCIL MEMBERS PRESENT: Council Members Diane Anderson, Gary Anderson, Julia Busche, Brandon Halliday, Scot Poole and Mayor Don Carroll were present.

STAFF PRESENT: City Manager Brandon Green and Recording Secretary Kelli Rollins were present.

VISITORS: Michael Wyler, Ryan Child, Louise Shaw, Sue Logan

AGENDA ITEMS:

2. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Council Member Julia Busche made a motion to approve the minutes with corrections of January 5, 2015. Council Member Brandon Halliday seconded the motion and it was approved unanimously.

3. SPECIAL PRESENTATIONS- Items from the Public

Mr. Ryan Child from Wood, Richards and Associates reported to the Mayor and City Council on the 2014-2015 Fruit Heights City Audit. He reported that there were two findings that were not compliant. The first was there were a few purchasing procedures that were not compliant with City policy. The second was that according to the Open and Public Meetings Act all agendas and minutes must be posted to the Utah Public Notice website. All of the agendas were posted but the City was unaware that the minutes also needed to be posted.

Mr. Child reviewed the audit of the fiscal year with the City Council and Mayor. He reported that all expenditures were within budget. He reviewed the revenues, expenditures and changes to fund balances. All funds except the motor pool had a decrease and all operating incomes were positive except the motor pool. He reported to the City Council and Mayor that the city funds were being managed very well and that everything looked good and that Fruit Heights is in good shape.

4. NEW BUSINESS

4.1 Review/Discuss Strategic Planning Agenda

City Manager Brandon Green presented the agenda for the Strategic Planning Meeting. He mentioned that things may be added or changed and that times will be adjusted. He asked the City Council to email him with any additions that they would like to see on the agenda. He mentioned that the purchasing policies brought up in the audit would be added to the agenda. He will put the agenda and supporting paperwork in Dropbox for the City Council to review prior to the meeting.

4.2 Discuss Community Wildfire Protection Plan

City Manager Brandon Green reminded the City Council about the presentation given by the Division of Wildlife Resources (DWR) to the City Council last year. They had worked with the City on the trail system and fire break on the Hinckley property. They also presented the Community Wildfire Protection Plan (CWPP) that they were encouraging cities to organize and adopt. The DWR and the City would like to continue the trail started last year as soon as the forest service property is deeded to the City. City Manager Green applied for a grant and that he was informed that it would awarded to the City to continue this trail. City Manager Green mentioned that a CWPP would need to be adopted before applying for further grants. It would be in the best interest of the City to put together a committee and write a CWPP for the City. It shouldn't be too time consuming or difficult and would allow the City to continue to apply for grants for other projects.

The Mayor mentioned that he is asking Council Member Brandon Halliday to start up and work as a liaison for the CWPP Committee. Council Member Julia Busche suggested getting recommendations for committee members from the City Council to get a good cross-section of the City. Council Member Scot Poole mentioned that although the Mayor wanted to keep the CWPP Committee and the Trails Committee separate, there would be some overlap between the two committees. The City Council discussed some names of residents who would be good candidates for the committee.

They also discussed the need for maintenance on the section of the trail that was improved last year. The new part of the trail would have the same standards as the section previously done. There would be twenty feet on either side of the trail to serve as the fire break.

4.3 Update on Snow Removal Budget

City Manager Brandon Green reported that ten thousand of the twenty-five thousand in the snow removal budget has been spent. The expenditures include salt and a steel edge on a blade for a plow. The City Council thanked the City Staff for the great job they are doing on snow removal.

5. OLD BUSINESS

5.1 Update on the Forest Service Land Transfer

City Manager Brandon Green reported that he called Mr. Keslo requesting an update on the transfer of the forest service property and he reported that the deed should be completed by March at the latest. He reminded the City Council that Senator Hatch and Congressman Bishop sponsored a bill to return the forest service property on the east bench to the City of Fruit Heights and the bill was passed. Completing a survey is the next step. He mentioned that there would be a trail easement written into the deed. The trail will be part of the Bonneville Shoreline Trail. The City Council and City Staff discussed access points. They also discussed that the Bonneville Shoreline Trail would not be open to motorized vehicles but that the motorized vehicles would be able to utilize the lower trail.

5.2 Update on FY 2015-2016 Capital Projects

City Manager Brandon Green reported that he and City Engineer Brandon Jones were putting the final touches on the bids and that the RFP should be ready to go out in February. He presented a map of the proposed projects but mentioned that there were already some changes. There are fourteen projects that the City is hoping to complete. Some of those projects include removing the storm drain out from the back of homes on Eastoaks, removing asphalt and installing concrete at the Hidden Springs subdivision's fountains, curbing that has settled, curb and gutters at Blossom Circle, rounding off Country Way and a water line out into the road there, a new storm drain at Burton Elementary and other small projects. Mountain Road to the water tank is a large project that the City is planning. It includes a larger water line. It will be funded by impact fees and phase one (the water line) will be completed before July 15, 2016. Phase two of the Mountain Road project includes a new storm drain and mill and overlay for the road.

City Manager Brandon Green told the City Council he would put the plan in Dropbox once it was updated. Mayor Carroll asked if the City was raising the specifications of roads and City Manager Green reported that they had raised the specifications to be 8" of road base and 4" of asphalt which should increase the longevity of the roads.

5.2 Update on Fairway Cove Street Lights

City Manager Brandon Green reported that the street lights for Fairway Cove had been ordered and would be here in 3 weeks and then we would be on the schedule to install them. The lights ordered for Fairway Cove would be the new standard light for all new and replacement lights for the City. Council Member Scot Poole asked if City Manager Green would figure out how much the City would save in the future moving over to LED lights. City Manager Green also mentioned that solar powered lights were also becoming more popular.

5.4 Update on the installation of the Public Works Shop Generator

City Manager Brandon Green reported that the generator at the City Shops had been installed and it works well. The Mayor mentioned that the City should be thankful to Mr. Mitchie for giving the City a good bargain on the generator.

6. UPCOMING CALENDAR EVENTS:

6.1 Open & Public Meetings Training: January 26, 2016, Mandatory Meeting 7:00

City Attorney Brad Christopherson will train both the City Council and Planning Commission that night. It is a mandatory meeting and missed Council Members will need to attend another city's training.

6.2 New Officials Training: February 6, 2016

Both new Council Members are registered.

6.3 Strategic Planning Meeting: February 23, 2016, 6:30 am

8. DEPARTMENT AND CITY OFFICIAL REPORTS:

8.1 City Engineer's Report

There was no report given.

8.2 City Planner's Report

There was no report given.

8.3 City Manager's Report

City Manager Green mentioned that the City Staff had a meeting planned with the developers of the east bench property but that the developer had called and rescheduled for next Thursday at 9:00 am.

The Mayor reminded the City Council to not discuss this development and never commit to anything regarding any developments in personal conversations.

Council Member Scot Poole inquired about the snow removal responsibility in the front of the Hidden Springs subdivision along Mountain Road. It is the responsibility of the HOA and Council Member Poole asked if there was something that could be done to pressure them to remove the snow from the sidewalk there. It was decided that City Manager Green would talk to the HOA President and remind him of this obligation.

Council Member Julia Busche asked if Castle Heights Park could be added to the Strategic Planning Agenda. City Manager Green asked for an email reminder. Council Member Brandon Halliday also asked if park bathroom maintenance could also be added.

8.4 City Council Member's Reports

Council Member Diane Anderson reported that the Youth City Council had met the day before and had received the presentation from the e-cig Coalition from Davis High and would possibly be assigning a member to join that coalition.

8.5 Mayor's Report

Mayor Carroll brought up the subject of communication with the City's residents. It was determined that the agenda and minutes would be published both on the Utah Public Notice site and the City's website. He also inquired if the agendas could be posted to facebook as well. The City Council and Mayor discussed how some residents do not want to do anything online and that the Ridgerunner and City utility bill is the only way to communicate with them. This led to a discussion on paying the City utility bill online and how other utilities now charge to get a paper bill mailed to your home.

The Mayor reviewed his decisions for the City Council Oversight Assignments with the members of the City Council and asked that the previous assignee please train their replacement and help make the transition smooth.

City Manager Brandon Green mentioned that longtime resident and Distinguished Citizen award winner Mrs. Marion Runnells passed away.

10. CLOSED MEETING

A closed meeting was not held.

11. ELECTRONIC MEETING

An electronic meeting was not held.

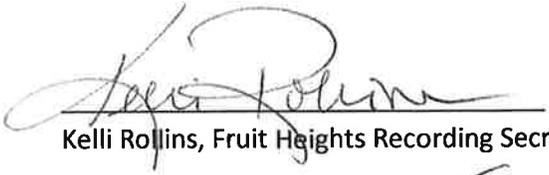
12. ADJOURNMENT:

Council Member Scot Poole made a motion to adjourn the meeting. Council Member Gary Anderson seconded the motion. The meeting was adjourned at 8:55 pm.

I HEREBY CERTIFY that the foregoing is a true, accurate and complete record of the Fruit Heights City Council meeting held January 19, 2016.

Not approved until signed

January 19, 2016

A handwritten signature in cursive script, appearing to read "Kelli Rollins", written over a horizontal line.

Kelli Rollins, Fruit Heights Recording Secretary

Date approved by City Council: February 2, 2016