

MINUTES
CITY COUNCIL MEETING
FRUIT HEIGHTS CITY
910 South Mountain Road
March 7, 2017

CITY COUNCIL MEETING

The City Council Meeting was called to order by Mayor Don Carroll at 7:06 pm.

The meeting was opened with the Pledge of Allegiance and a word of prayer was offered by City Manager Brandon Green.

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, City Planner Jeff Oyler, City Engineer Brandon Jones, City Attorney Brad Christopherson and Recording Secretary Kelli Rollins were present.

VISITORS: Nick Burnett, Dallen Kitchen

AGENDA ITEMS:

2. DECLARATION OF CONFLICT OF INTEREST

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Council Member Scot Poole made a motion to approve the minutes of February 21, 2017 with amendments. Council Member Julia Busche seconded the motion and it was approved unanimously.

4. SPECIAL PRESENTATIONS:

Nick Burnett and Dallen Kitchen from the Fruit Heights Youth City Council reported that the Youth City Council was currently organizing the Easter Egg hunt. They will fill 5,000 eggs and they will also have face painting and prizes for the kids. They are also working on entertainment for food truck nights. They have been talking to bands, choirs, and the Davis High School drum line.

5. NEW BUSINESS

5.1 Review/Discuss/Approve/Deny Robinson Waste Contract

City Manager Brandon Green reported that the contract price agreed on with Robinson Waste last year had not been changed either on the City level or at Robinson Waste so the residents and the City had been charged too much. The change has now been corrected at both Fruit Heights and at Robinson Waste and Robinson Waste has refunded the over-payment to the City. City Manager Green and the City Council discussed what to do with the over-payment. They all agreed that they wanted the City to be transparent. They agreed to discuss in a future meeting. Steve Robinson was there to apologize and to request that the City Council approve a rate increase in June. However, the rate increase will still be a decrease to the City residents since they didn't see the decrease last year.

Council Member Brandon Halliday made a motion to approve the rate increase with Robinson Waste beginning June 2017. Council Member Diane Anderson seconded the motion and it was approved unanimously.

5.2 Review/Discuss/Approve/Deny Update to the Personnel Policy Resolution 2017-001

City Attorney Brad Christopherson informed the City Council that an inconsistency was found in the City's personnel policy and it has been corrected and needs to be adopted by the City Council. It was determined that if a part-time employee gets holiday pay then the City must provide all the other benefits provided to the full-time employees as well. This update fixes this issue by not providing holiday pay for any part-time employees. The City Council and City Staff discussed if this new policy was consistent with other cities policies and how many employees this would affect.

Council Member Brandon Halliday made a motion to approve Resolution 2017-001. It was seconded by Council Member Diane Anderson. A roll call vote was taken.

<i>Council Member Brandon Halliday</i>	<i>Aye</i>
<i>Council Member Diane Anderson</i>	<i>Aye</i>
<i>Council Member Gary Anderson</i>	<i>Aye</i>
<i>Council Member Julia Busche</i>	<i>Aye</i>
<i>Council Member Scot Poole</i>	<i>Aye</i>

The motion passed with a unanimous vote.

5.3 Review/Discuss/Approve/Deny Update to the Procurement Policy Resolution 2017-002

City Attorney Christopherson spoke to the City Council about the City's exceptions to going through the full procurement procedure and is proposing an additional amendment. This amendment would state that a project that was properly bid may be added upon if it will benefit the public interest through cost saving and /or convenience and only if the project is materially the same. It would be a rare exception and used only if urgency and expediency is needed. It would be a minor extension on an existing contract. It cannot be used exclusively to save money. There are 8 exceptions currently.

Council Member Julia Busche made a motion to approve Resolution 2017-002. It was seconded by Council Member Scot Poole. A roll call vote was taken.

<i>Council Member Julie Busche</i>	<i>Aye</i>
<i>Council Member Scot Poole</i>	<i>Aye</i>
<i>Council Member Diane Anderson</i>	<i>Aye</i>
<i>Council Member Gary Anderson</i>	<i>Aye</i>

Council Member Brandon Halliday *Aye*

The motion passed with a unanimous vote.

5.4 Review/Discuss/Approve/Deny City Policy Enacting an Appeals Board

This item was not discussed.

5.5 Review/Discuss/Approve/Deny FY 2017-2018 Budget Calendar

City Manager Green presented a Budget Calendar that would expedite the approval of the next fiscal years budget. It moves the dates up about two weeks.

Council Member Julia Busche made a motion to approve the FY 2017-2018 Budget Calendar. It was seconded by Council Member Brandon Halliday and it passed unanimously.

5.6 1st Review of Preliminary Master Plan for Nicholls Park

City Manager Green presented a conceptual plan drawn up by Paul Keeler from Desert Landscape Design. He explained that the playground would be very natural and would incorporate the surrounding landscape into the slides and other features. There would be a tot play area and another for the older children. The City Council discussed the bowery seating, the picnic tables and chairs and the berms that would need to be built. It was determined that this drawing was a good first step. The City Council requested that next a rendering of the playground area from the street view be created. They recommended make each playground about 10 feet larger.

5.7 Review/Discuss/Approve/Deny Purchase Request for Office Equipment

City Manager Green notified the City Council of the need for 3 new pieces of office equipment. The first is the Canon copier. It is recommended that every 4 years the City trade in the old copier and purchase a new one. The company resells the old one and gives credit on a new one. The new copier is due to be returned on April 5. The City Council inquired about the prices to lease and put it on a 3 year lease cycle instead. City Manager Green is getting the prices from 3 different companies and will also research leasing information. He needs to let the company know if he is sending back the current copier for the credit and the City Council agreed to proceed with that notification.

City Manager Green mentioned in the next budget year he is going to ask the City Council for a large format scanner to be able to digitize construction plans, landscape plans, development plans and large maps.

The final piece of equipment is the envelope folder and stuffer. This led to a discussion on requiring online payment of the City's utility bill. The current machine that the City has is no longer working and is shredding the envelopes. There is only one company that makes this type of machine. It has a 5 year life and the City has had this one for 8 years. The service repairman is no longer able to repair it. It was reported to the City

Manager that some of the City Council Members are online bill payers but that they also still receive a paper copy in the mail. City Manager Green agreed to research that issue.

6. OLD BUSINESS

7. CONSENT CALENDAR

8. UPCOMING CALENDAR EVENTS:

Mayor Don Carroll asked that the calendar section be updated. The City Council determined that 10:00 a.m. would be the start time for the Easter Egg hunt. The next Citizen's Academy would be April 11. The Food Truck will also begin in April.

9. DEPARTMENT AND CITY OFFICIAL REPORTS

City Planner Jeff Oyler reported that the Planning Commission was working on revising the PUD ordinance and considering abandoning the flag lot ordinance.

City Engineer Brandon Jones and the City Staff and City Council determined that the projects that they had wanted to use under the new exception did not qualify. It was then determined that all projects would be going out for bid and City Engineer Jones determined he would be doing it in two or three bids. He and the City Staff discussed with the City Council the bidding process and the exception they were hoping to request.

City Manager Brandon Green reported on a broken axle on one of the City's trucks. He talked about meeting with another landscape designer who is going to write a proposal what his firm can do with plans for the east acres. City Manager Green told the designer that the City would probably be willing to spend about five thousand dollars to have them put together some concepts.

Council Member Scot Poole requested that the Cemetery Committee come give a report on what they had been working on the last year. Council Member Diane Anderson will call the chairman and ask them to report for 7 to 10 minutes at the next meeting.

Council Member Julie Busche reported that she attended some of the legislative meetings online. There was an action alert that had been sent concerning the motor fuel tax adjustment and she encourage the City Council to contact their representative and share their opinion.

Council Member Brandon Halliday reported that the CWPP is finished and that someone from the DNR would be coming to present that plan to be ratified by the City Council. It will be a three-year agreement.

Council Member Gary Anderson announced that the Great Shakeout will be taking place on April 20.

Mayor Don Carroll reported that there was an increased police presence on Lloyd Road, Peachtree Lane and Mountain Road. He also reported there has been an increase of thefts. He mentioned that donation letters had already gone out for Founder's Day. He then reported on the changes happening at the burn plant. It has been scheduled to shut down on May 3. Seven employees will lose their jobs. He asked City Manager Green to write a resolution from Fruit Heights thanking these employees for their service.

10. CLOSED MEETING

A closed meeting was not held.

11. ELECTRONIC MEETING

An electronic meeting was not held.

12. ADJOURNMENT:

Council Member Julia Busche made a motion to adjourn the meeting. Council Member Diane Anderson seconded the motion. The meeting was adjourned at 9:33 pm.

I HEREBY CERTIFY that the foregoing is a true, accurate and complete record of the Fruit Heights City Council meeting held March 7, 2017.

Not approved until signed



Kelli Rollins, Fruit Heights Recording Secretary

Date approved by City Council: March 21, 2017