

**Pleasant Grove City
City Council Meeting Minutes
Work Session
July 03, 2018
6:00 p.m.**

Mayor: Guy L. Fugal

Council Members: Dianna Andersen
Eric Jensen
Cyd LeMone
Lynn Walker
Todd Williams

Staff Present: Scott Darrington, City Administrator
Denise Roy, Finance Director
Deon Giles, Parks and Recreation Director
Mike Smith, Police Chief
Kathy Kresser, City Recorder
Daniel Cardenas, Community Development Director
Dave Thomas, Fire Chief
Tina Petersen, City Attorney
Andrea Thurlow, Library Board
Nate Prescott, Intern

Excused: Sheri Britsch, Library Director
Marty Beaumont, Public Works Director

The City Council and staff met in the Library, Main Level, at 30 East Center Street.

5:00 P.M. WORK SESSION

a) City Council and Staff will review and discuss items on the agenda.

City Administrator, Scott Darrington, briefly reviewed the agenda for the regular session, beginning with a presentation from Kim Schroppel, their Victim Advocate. She is required to give a presentation twice a year as part of the grant that shed gets. The comment was made that Ms. Schroppel's had a family issue come up, and she may not be at tonight's meeting. If that were the case, they would continue the presentation to another day.

Administrator Darrington noted that Item 9A would be continued to the July 17, 2018 meeting at the request of the applicant. Community Development Director, Daniel Cardenas, confirmed that the applicant wanted additional time to work with staff to incorporate the Planning Commission recommendations.

City Attorney, Tina Petersen, explained that Item 10A was a request for a permit to exceed the City's noise ordinance for the Follow the Flag event, sponsored by Kyle Fox. The noise ordinance allows people to create noise up to 85 decibels from 7:00 a.m. to 10:00 p.m. and the applicant was requesting to exceed that timeframe. In the staff report, the dates were left blank because she was unsure of the dates needed. She believed they wanted the permit for several days.

Council Member Jensen asked if they received any noise complaints last year for this event. Attorney Petersen stated that they had different activities last year.

Council Member LeMone explained that the nighttime activities included a series of concerts starting at about 7:30 p.m. The concerts range in style from acoustic guitar, piano, and vocalists. The concerts were to begin on July 4th and go through July 8th. The applicant was requesting the permit in case the concerts go past 10:00 p.m. They had advertised that the concerts would end by 10:00 p.m. but they may be wrapping up after that. Council Member LeMone agreed to obtain a list of the concert lineup for the event.

Mayor Fugal asked if the applicants had spoken with any of the neighbors about the concerts. Council Member LeMone was unsure whether they had spoken to the neighbors about potentially going later, but this was the third year of the concerts, so the neighbors were aware. Attorney Petersen explained that the permit requires the applicant to notify the neighbors who are immediately adjacent to the venue.

Police Chief, Mike Smith, did not remember there being any noise complaints last year, but there were complaints about traffic.

Council Member LeMone stated that they were still refining parking and traffic mitigation efforts, and they had signs to put up now.

Administrator Darrington commented that it was good to see this small event turn into something much bigger. It might behoove the City to meet with the organizers after the event and discuss future growth and possibly finding another venue to accommodate it. Council Member Andersen suggested using the rodeo grounds.

Administrator Darrington continued reviewing the agenda by addressing Item 10D regarding the Social Media Policy. This item had been discussed three weeks ago and the Resolution was ready for adoption.

Attorney Petersen had chosen to keep it as a non-public forum classification, but added language to address the issue of responding to simple questions online. She had sent the draft Resolution to the Council Members via email but had not received any feedback, so she assumed they did not have any issues. Attorney Petersen added a sentence stating, "City Social Media Administrators will answer direct questions, if possible, and/or refer the citizen to the proper contact for further information". This allows the media administrators to answer questions posted on the social media pages. She also added language that says, "to receive more in-depth responses from the City regarding posted matters, please contact info@pgcity.org", and this information would also be posted on each social media site. Essentially, the changes would allow the City to respond to

questions without opening up to a public forum. The City Council expressed support for the proposed language.

Attorney Petersen addressed Item 10E regarding the surplus and sale of City property. Several years earlier, the City purchased property on 500 North adjacent to the Murdock Canal. The purpose of the property was to provide for some pressurized irrigation infrastructure, and it was used to stage piping down 500 North. They also wanted to maintain the ability to connect to Murdock Drive. With those projects being completed, the property was no longer needed, and the adjacent property owner expressed an interest in purchasing the property and incorporating it into his property. The property was 0.721 acres in size. Attorney Petersen noted that they would be making a boundary line adjustment rather than transfer the property by deed. The property would be sold for the same amount the City purchased it for.

Council Member Williams asked why they were not asking for more money with the rise in cost of real estates. Attorney Petersen stated that the property is a remnant piece and is not buildable.

Administrator Darrington addressed Item 10F, which was a resolution creating a policy to address incorrect utility billing. There had been instances where the City overcharged on a utility bill and the resident asks for a rebate. The current policy provides a 10-day period from the date of the bill for residents to file a complaint, but it does not provide for a timeframe for which they can be reimbursed. Based on research, staff felt comfortable with a 12-month timeframe for reimbursement.

Council Member Andersen asked why they would be hearing this resolution before discussion the current issue during the executive session. Administrator Darrington responded that the item to discuss during the executive session took place before this policy change was contemplated, so it would not apply to that issue.

Mayor Fugal gave an example of his experience with incorrect utility billing. Administrator Darrington added that the policy would be applied to all City utilities.

Council Member Jensen asked if they have the ability to conduct an audit on these types of issues. Administrator Darrington stated that they could hire a company to perform a full audit, but they would be handling it on a staff level.

Administrator Darrington addressed Item 10G, which was a Resolution appointing authorized users to make changes to the Public Treasurers Investment Fund (PTIF), which was a resolution required by the State. The two authorized signers would be Denise Roy and Karen Bezzant.

Administrator Darrington stated that staff had been discussing a concern with the Library, specifically employees working alone downstairs. At times, they are only able to have one individual downstairs handling business and a few employees feel unsafe being there alone. If they want to provide the current level of service and alleviate some safety concerns, they could hire additional people to make sure that there are two people down there at all times. They estimate the cost to be \$30,000 annually for the additional employee. They could also utilize some of the

current City employees during weekdays and hire someone for evenings and Saturdays at a cost of cost about \$15,000.

Council Member Williams asked if they could alarm the doors down there to alleviate the need for someone to be downstairs all the times. Administrator Darrington commented that it comes down to the level of service they want to provide. Currently, patrons are able to check out books on the lower level rather than haul them upstairs.

Council Member Jensen suggested installing a panic button and surveillance cameras.

Council Member Williams stated that the elevator alleviates the problem of hauling books upstairs, and he liked the idea of having one central hub for the safety of people and library materials.

Mayor Fugal stated that they need to have a Librarian downstairs at all times to monitor the area. Administrator Darrington agreed. Part of the lower floor is a reference area, so a Librarian needs to provide assistance. He also agreed that cameras and a panic button would be helpful.

Council Member Jensen commented that they want employees to know that they have the City's support. He remarked that Libraries with multiple floors simply have more staff.

Council Member Andersen trusted that the Director and Librarians have thought of every possible solution. She commented that "safe" is one of her favorite words, and she did not think it would behoove the City to allow their employees to feel unsafe. She wanted to show support for the Library.

Administrator Darrington remarked that they could look into the cost of security cameras, which would be a one-time expense. Hiring new employees would be an ongoing cost. Council Member LeMone suggested installing security cameras upstairs as well as downstairs, which would be safer for the Librarians and children. Council Member Williams agreed that cameras should be installed, regardless of their decision about additional employees.

Andrea Thurlow, a Member of the Library staff, thanked the City Council for their consideration. She also liked the idea of having security cameras throughout the Library.

Director Cardenas presented the staff report regarding a final subdivision plat and site plan for Interior Concepts. The entire property is roughly 1.5 acres in size and the applicant was proposing to subdivide it into one one-half acre lot and one parcel. The applicant intended to keep the parcel available for future construction by himself or one of the neighboring businesses. The parcel by itself was unbuildable. He then displayed the proposed site plan and identified an access easement to the parcel for possible future development.

Administrator Darrington briefly reviewed the July 17, 2017 City Council Meeting agenda, including one discussion item for the Work Session, the possible purchase of property from Close to My Heart for a storm drain basin, and an amendment to the Road Fee. As staff was preparing to initiate the road fee for July, they discovered inequalities in how businesses are being charged. If the new tiered system is approved, they would be able to start charging the road fee in August.

Attorney Petersen explained that they would also be presenting changes to the fee schedule. There is a commission that oversees what cities charge for ambulance and fire and they announced their new fees a few weeks ago. Attorney Petersen was proposing to add language stating that the City would follow State Code regarding those two fees.

ACTION: Council Member Jensen moved to adjourn the Work Session. Council Member LeMone seconded the motion. The motion carried with unanimous consent of the Council at 5:51 p.m.

The City Council Work Session Minutes of July 3, 2018 were approved by the City Council on July 17, 2018

Kathy T. Kresser, City Recorder, MMC

(Exhibits are in the City Council Minutes binders in the Recorder's office.)