

NOTICE AND AGENDA

Notice is hereby given that the City Council of the City of Santaquin will hold a City Council Meeting on Wednesday, November 06, 2013, in the Council Chambers, 45 West 100 South, at 7:00 p.m.

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. INVOCATION/INSPIRATIONAL THOUGHT
4. CONSENT AGENDA

- a. Minutes
 1. October 16, 2013 – Work Session Minutes
 2. October 16, 2013 – Council Meeting Minutes
 3. October 23, 2013 – Work Session Minutes
- b. Bills
 1. \$926,228.30

5. FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Public Forum is held to a 30-minute maximum with each speaker given no more than 5 minutes each. If more than 6 Speakers, time will be adjusted accordingly to meet the 30 minute requirement

6. FORMAL PUBLIC HEARING

- a. Santaquin City Pressurized Irrigation System Master Plan and Capital Facilities Plan
- b. Santaquin City Pressurized Irrigation Impact Fee Analysis

7. UNFINISHED BUSINESS

8. BUSINESS LICENSES

9. REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

- a. City Manager Reeves
- b. Director Marker

10. NEW BUSINESS

11. INTRODUCTIONS AND ADOPTION OF ORDINANCES AND RESOLUTIONS

- a. Resolution 11-01-2013 "A Resolution Approving Updates to the Fire Department Standard Operating Procedures (SOP)"
- b. Resolution 11-02-2013 "A Resolution Approving an Agreement with Utah Valley University Authorizing the use of the Public Safety Training Room to offer Distance Educational Courses"
- c. Resolution 11-03-2013 "A Resolution Amending the Annexation Development Agreement for the Ahlin Ranch Property"
- d. Resolution 11-04-2013 "A Resolution Approving Change Order #9 of the Wastewater Reclamation Facility Project"
- e. Ordinance 11-01-2013 "An Ordinance Approving the Culinary Capital Facility Plan"
- f. Ordinance 11-02-2013 "An Ordinance Approving the Culinary Impact Fee Facility Plan and Impact Fee Analysis."
- g. Ordinance 11-03-2013 "An Ordinance Approving the Irrigation Capital Facility Plan"
- h. Ordinance 11-04-2013 "An Ordinance Approving the Irrigation Impact Fee Facility Plan and Impact Fee Analysis."

12. PETITIONS AND COMMUNICATIONS

13. REPORTS BY MAYOR AND COUNCIL MEMBERS

- a. Mayor DeGraffenried
- b. Council Members

14. EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual)

15. EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

16. CONVENE OF THE COMMUNITY DEVELOPMENT BOARD

17. ADJOURNMENT TO A REGULAR COUNCIL MEETING


18. ADJOURNMENT

If you are planning to attend this Public Meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City ten or more hours in advance and we will, within reason, provide what assistance may be required.

CERTIFICATE OF MAILING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Payson Chronicle, Payson, UT, 84651.

BY:


Susan B. Farnsworth, City Recorder

POSTED:

CITY CENTER, POST OFFICE, ZIONS BANK

**MINUTES OF A REGULAR COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
NOVEMBER 06, 2013**

The meeting was called to order by Mayor James E. DeGraffenried at 7:20 pm. Council Members attending: Keith Broadhead, Matthew Carr, Kirk Hunsaker, James Linford, and Rick Steele.

Others attending: City Manager Ben Reeves, Community Development Director Dennis Marker, Public Safety Director Dennis Howard, Director of Administrative Services Shannon Hoffman, Fire Chief Stephen Olson, J-U-B Engineers Representative Norm Beagley, Cindy Johnson, David Hathaway, Mayke Wood, Trevor Wood, Nick Miller, David Wride, Nathan Mills, Brian Wilkins, Logan Miner, Logan Wride, Braiden Muir, Jacob Coopers, Konnor Miner, Kolby Miner, and other unidentified individuals.

PLEDGE OF ALLEGIANCE

Logan Miller led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Nathan Mills Offered an Invocation.

Mayor DeGraffenried welcomed Troop #1601 members who are working on their Citizenship in the Community.

CONSENT AGENDA

Minutes

- October 16, 2013 – Work Session Minutes
- October 16, 2013 – Council Meeting Minutes
- October 23, 2013 – Work Session Minutes

Bills

\$926,228.30

Council Member Hunsaker moved to approve the Consent Agenda. Council Member Broadhead seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford and Steele voted unanimously in favor of the motion.

FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Mayor DeGraffenried recognized City Recorder Farnsworth for achieving her Certified Municipal Clerk (CMC) back in 2011 (see attachment "A").

FORMAL PUBLIC HEARING

Santaquin City Pressurized Irrigation System Master Plan and Capital Facilities Plan

Council Member Carr moved to table the Public Hearing with regard to the Santaquin City Pressurized Irrigation System Master Plan and Capital Facilities Plan on the November 20th Council Meeting Agenda. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford and Steele voted unanimously in favor of the motion.

Santaquin City Pressurized Irrigation Impact Fee Analysis

Council Member Hunsaker moved to table the Public Hearing with regard to the Santaquin City pressurized Irrigation Impact Fee Analysis and place it on the November 20th Council Agenda. Council Member Steele seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford and Steele voted unanimously in favor of the motion.

UNFINISHED BUSINESS

Nothing

BUSINESS LICENSES

There was one new Business License issued:

- Terrie's Treasures, Terrie Larsen, 851 E 300 S, sale of knitted crafts over the internet

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

City Manager Reeves

City Manager Reeves will report at the end of the meeting.

Director Marker

Director Marker reported in the month of October there were 10 new building permits issued. Included in the new permits are 1 duplex and a 4 unit town home. Currently 4 new permits are waiting to be picked up.

NEW BUSINESS

Nothing

INTRODUCTIONS AND ADOPTION OF ORDINANCES AND RESOLUTIONS

Resolution 11-01-2013 "A Resolution Approving Updates to the Fire Department Standard Operating Procedures (SOP)"

Chief Olson reviewed the proposed changes to the Fire Department SOP's. Council Member Broadhead moved to approve Resolution 11-01-2013, "A Resolution Approving Updates to the Fire Department Standard Operating Procedures (SOP)". Council Members Hunsaker seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion through a roll call vote.

Resolution 11-02-2013 "A Resolution Approving an Agreement with Utah Valley University Authorizing the use of the Public Safety Training Room to offer Distance Educational Courses"

City Manager Reeves reviewed with those in attendance the proposed Resolution. The proposed agreement would allow classes to be held in Santaquin beginning January 2014. Legal Counsel Rich suggested consideration of any fee to be charged should be added in the agreement.

Council Member Carr moved to approve Resolution 11-02-2013, "A Resolution Approving an Agreement with Utah Valley University Authorizing the use of the Public Safety Training Room to offer Distance Educational Courses". Council Member Steele seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion through a roll call vote.

Resolution 11-03-2013 "A Resolution Amending the Annexation Development Agreement for the Ahlin Ranch Property"

Director Marker reviewed the proposed amendment to the 2000 Annexation and Development Agreement. Council Member Broadhead suggested adding a time frame for reimbursing the costs of the water system improvements. He is in favor of a separate reimbursement agreement.

Council Member Hunsaker moved to table Resolution 11-03-2013, "A Resolution Amending the Annexation Development Agreement for the Ahlin Ranch Property" until the November 20 Council Meeting. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion.

Resolution 11-04-2013 "A Resolution Approving Change Order #9 of the Wastewater Reclamation Facility Project"

Mr. Beagley reviewed the proposed Change Order. He reported the completion date for the WRF will need to be extended to allow for the delivery of some equipment. The new completion date would be December 2nd.

Council Member Linford moved to approve Resolution 11-04-2013, "A Resolution Approving Change Order #9 of the Wastewater Reclamation Facility Project" and to expend the project completion date to December 2nd. Council Member Hunsaker seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion through a roll call vote.

Ordinance 11-01-2013 "An Ordinance Approving the Culinary Capital Facility Plan"

Council Member Carr moved to approve Ordinance 11-01-2013, "An Ordinance Approving the Culinary Capital Facility Plan". Council Member Linford seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion.

Ordinance 11-02-2013 "An Ordinance Approving the Culinary Impact Fee Facility Plan and Impact Fee Analysis"

Council Member Linford moved to table Ordinance 11-02-2013, "An Ordinance Approving the Culinary Impact Fee Facility Plan and Impact Fee Analysis". Council Member Hunsaker seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion.

Ordinance 11-03-2013 "An Ordinance Approving the Irrigation Capital Facility Plan"

Council Member Hunsaker moved to approve Ordinance 11-03-2013, "An Ordinance Approving the Irrigation Capital Facility Plan. Council Member Carr seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion through a roll call vote.

Ordinance 11-04-2013 "An Ordinance Approving the Irrigation Impact Fee Facility Plan and Impact Fee Analysis."

Council Member Steele moved to table Ordinance 11-04-2013, "An Ordinance Approving the Irrigation Impact Fee Facility Plan and Fee Analysis". Council Member Linford seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion.

PETITIONS AND COMMUNICATIONS

Nothing

REPORTS BY MAYOR AND COUNCIL MEMBERS

Mayor DeGraffenried

Mayor DeGraffenried had nothing to report.

Council Members

Council Member Linford reported the Utah Lake Commission would be meeting tomorrow at 9 am.

EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual)

At approximately 8:35 pm Council Member Linford moved to enter into an Executive Session with regard to the character, professional competence, or physical or mental health of an individual. Council Member Hunsaker seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion.

Those attending the Executive Session: Mayor DeGraffenried, Council Members Broadhead, Carr, Hunsaker, Linford and Steele, City Manager Reeves and Legal Counsel Rich.

At approximately 9:08 pm the Regular Council Meeting resumed.

EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

Nothing

CONVENE OF THE COMMUNITY DEVELOPMENT BOARD

Nothing

ADJOURNMENT TO A REGULAR COUNCIL MEETING

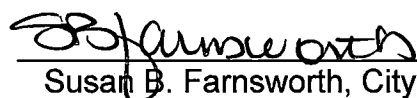
Nothing

ADJOURNMENT

At 9:09 pm Council Member Hunsaker moved to adjourn. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Hunsaker, Linford, and Steele voted in favor of the motion.

Approved on November 20, 2013.


James E. DeGraffenried, Mayor


Susan B. Farnsworth, City Recorder

Susan Farnsworth, Santaquin City Recorder – Certified Municipal Clerk Designation

Tonight I would like make up for a past mistake by taking the opportunity to publicly recognize one of our finest employees who should have been recognized more than two years ago for a major career accomplishment.

In July of 2011, Susan Farnsworth, our City Recorder for more than 16 years, earned the prestigious Certified Municipal Clerk certification or CMC, from the International Institute of Municipal Clerks (IIMC). The IIMC is a professional, non-profit association that promotes continuing education and certification through university and college based institutes and provides networking solutions, services and benefits to its members.

Most all professionals realize the importance of staying abreast of the most recent developments and changes that unfold within their fields. There is no profession where this understanding is more paramount than the recorder/clerk profession, where amendments and current legislative acts are introduced on a routine, and very often annual, basis. Continuing education in the field of recorder/ clerk takes on even greater significance when we consider the constant changes in election laws, records management and transparency requirements just to name a few.

The Certified Municipal Clerk program is designed to enhance the job performance of the Municipal Clerk. To earn the CMC designation, a Municipal Clerk must attend extensive education programs as well as pertinent experience in municipal government. There are numerous requirements which include extensive experience, education and adherence to ethical standards.

Susan's supervisor Shannon Hoffman said of Susan *"I have worked with Susan Farnsworth for approximately 14 years. I have always been impressed with her drive and her "go get um" attitude when it comes to opportunities to improve her knowledge, skills and abilities. When new opportunities arise she is the first to jump in and take the "bull by the horns".*

She was hired as the Santaquin City Recorder in July 1997. Throughout the years she has increased her skills and has gained extensive knowledge in all aspect of her field, through her day to day experiences at the office, and by attending annual recorder training in election law, records management, recording of meeting minutes, changes in state law, etc. She has held many positions and capacities within the Utah Recorder's Association where she is very well respected.

Susan takes her Recorder's duties very seriously and takes great pride in keeping up on and implementing new legislation changes that affect the operations of the City. She has worked very hard to receive her Certified Municipal Clerk Certificate and is currently working on her Master Certificate. She has also recently completed a year- long risk management course through Utah Local Governments Trust and received her ERM Certification.

Susan is truly a professional in her field and is a great example of hard work and dedication. She is a tremendous asset to the City of Santaquin and is well deserving and overdue for recognition of her efforts." Congratulations on your accomplishments. Thank you for all that you do. Keep up the good work!!

Mayor James E. DeGraffenried



October 2, 2013

Dear Mayor and City Council:

I am honored to comment on Susan Farnsworth and her association with me and the Utah Municipal Clerks. Susan is well respected in our organization. She is recognized for her support to the Utah Municipal Clerks Association. She always steps up without being asked, to help where needed, and no matter what task she takes the UMCA Board knows that it will be done well. Susan has served on many committees including, Education, Municipal Elections, UMCA Board Elections, UMCA Handbook, Newsletter, New Recorder/Clerks, and Bylaws. She suggested to our Board a few years ago that we do something special for new Recorders/Clerks at our annual conference. Her suggestion continues now and has been a success in welcoming new members.

Susan is very knowledgeable in her profession as many of us rely on her for information. She is a caring public servant possessing many quality skills, including a pleasing and fun demeanor with a willingness to always help her peers. She is an example of what the Utah Municipal Clerks hold in high esteem and Santaquin City is very fortunate to employ such a person of her caliber.

Sincerely,

S. Annette Spendlove

S. Annette Spendlove, MMC
North Ogden City Recorder
President UMCA



CLOSED EXECUTIVE SESSION AFFIDAVIT

I, James E. DeGraffenried, Mayor of Santaquin City, do hereby certify that the Executive Session held on November 6, 2013, was called to discuss the character, professional competence, or physical or mental health of an individual.


James E. DeGraffenried, Mayor

11/6/13
Date