

NOTICE

Notice is hereby given that the Mayor and City Council will hold a Work Session on March 27, 2013 in the Council Chambers, 45 West 100 South, beginning at 6:00 pm.

DISCUSSION ITEMS

1. Discussion – Museum Board Creation
2. Discussion – Review of Fire Chief's Job Description Update
3. Discussion – New Public Works Building
4. Discussion – Proposed Nuisance Ordinance Change
5. Discussion – Proposed Dog Ordinance Change
6. Discussion – Development Fees
7. General Discussion

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 Office 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

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**MINUTES OF A COUNCIL WORK SESSION
HELD IN THE COUNCIL CHAMBERS
March 27, 2013**

The meeting was called to order by Mayor James E. DeGraffenried at 6:02 p.m. 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, Annette Bott, Keela Goudy, Katie Davis, Jenny Fernelius, Ryan Lind, Nick Cummings, Tiffany Fowden and other unidentified individuals.

Mayor DeGraffenried said Item #6, Development Fees, would be moved to the top of the agenda.

DISCUSSION ITEMS

Discussion regarding Development Fees:

Dennis Marker said the Council had adopted a new fee schedule in the March 20, 2013 meeting, which had modified development review costs. The fees had only taken into account wages and benefits. Since that time City Manager Ben Reeves and Mr. Marker have looked at overhead costs and updated the fees. The City incurs approximately \$5 per hour in overhead costs. There is also a steeper curve for the review process, and one formula did not accurately reflect the costs. New formulas have been put together for subdivisions with one to ten lots, 11 to 100 lots, and those with over 100 lots. Mr. Marker said he would like to have the updated fee schedule on the next agenda.

Modifications have also been made to the street light fees, as the Council has directed a move away from fiberglass poles and toward metal poles with sturdy bases and LED lights. Light costs have been adjusted to reflect current costs, including the LED lights. Mr. Marker clarified that the installation cost change reflected the concrete foundation to be used on all poles. Wire installation is listed as market price because the cost varies a great deal. Light costs are more stable, based on actual quotes from the City supplier, and can be reviewed once a year.

The City's previous street light vendor was Mountain States Lighting, a middleman who provided lights from Hadco and poles from another company. Hadco has received many complaints regarding Mountain States Lighting customer service, and will no longer be utilizing the company. Santaquin will now deal directly with Hadco and the pole supplier.

SUNROC

Mr. Marker said he had taken part in a conference call with SUNROC today, with Wayne Humphries and Mr. Humphries' supervisor, wherein they had discussed the agreement with the City. SUNROC indicated in the call that they fully agree with the \$30,000 payment, to be made after July 1, 2013. Mr. Humphries met with City Engineer Norm Beagley and an asphalt specialist, and had come to an understanding that the overall road needs major maintenance. Additional crack sealing is planned for this year, but an overlay is needed on the entire road. It was felt that cutting open the road at this point was of no greater benefit than the overlay, and to do a trench and patch would feel the same as the current dip in the road.

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SUNROC, continued:

SUNROC is willing to pay \$2000 this fiscal year for lane leveling treatment, estimated at \$1500. Mr. Marker said SUNROC feels they are being asked more than a typical operation requires, but have agreed to the terms. They have turned in their SWPP plan.

The suggestion had been made that the backing alarms on the SUNROC trucks be turned off at night. The operation is under MSHA, which requires them to use the alarms at all times, so this is not possible. Ben Reeves said that SUNROC had won the award for the extra UDOT lane, and the UDOT contract requires the work be done at night. Mr. Reeves said he had sent a request to the Council asking if they were willing to have SUNROC work at night, and had received only one response.

Council Member Carr said the SWPP plan needed to be enforced. Council Member Hunsaker agreed the road is still dirty. Mr. Reeves said SWPP is state enforced, but the City can keep an eye on the work. Approaching UDOT about the overlay was discussed. The SUNROC agreement will be placed on the April 3, 2013 Council agenda, as well as a temporary ordinance allowing night work.

Council Member Broadhead asked if developers were allowed to put in their own street lights, as most cities allowed it. Mr. Marker said there had been too many problems when that was allowed. After some discussion, including quality control, city standards and cost reduction, the majority of the Council said they would be in favor of the developer having the option of putting in the lights themselves.

Museum Board Creation

Ben Reeves said as part of the budget process he had been looking at preserving and protecting resources from an insurance perspective. There are some issues with the museum contents, which are not insured. One option is the formation of a Museum Board, similar to the Library Board, which might be of great benefit to the museum, as the Library Board has been of benefit to the library. Mr. Reeves said he had taken the Library Board's ordinance and bylaws and adapted them for the museum. He said he had shared the ordinance and bylaws with Museum Director Annette Bott, and she was present at this meeting to share her concerns. It is possible a sales tax might be enacted that would go towards the museum.

Annette Bott addressed the council. Ms. Bott said she appreciated the possibility of some funding being available. She said the Museum had a Board before, which sometimes functioned well and sometimes did not, as they had opposing ideas. Ms. Bott said she would like three of the current museum workers to have permanent places on the Board, with rotating positions for the other places, to ensure the vision of the founders was carried out. She asked if she would have input on future board members.

Ms. Bott asked when the insurance inspection was done. Mr. Reeves said it was on Thursday, March 14. Ms. Bott said that gave them a year window to fix things. Mr. Reeves said the insurance had indicated the City needed to start putting a plan together to fix long term problems. That is part of the reason for a Museum Board, to give direction for the Museum.

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Museum Board, continued:

Mr. Reeves said a great many years of work had been put into the museum, and some questions were just too big to answer, and needed the investment of a Board. Mayor DeGraffenried assured Ms. Bott he was aware of the work involved with the museum, and the Council's intention was not to destroy the museum, but to establish a board to work towards the future. There is a problem with the building, not the museum. Ms. Bott said she was worried about the building, and if it is torn down, she thinks it is highly unlikely it will ever be rebuilt.

Council Member Linford said he was on the current Library Board, and the library director was very supportive of the Board. There are a lot of good items in the museum, which needs to be protected. He said the building is the biggest detriment to the artifacts, with the animals, changes in temperature, and the entrenched odor. Council Member Linford said if the artifacts are not preserved, they will be ruined. The Library Board was able to look at what was needed, clean up the issues, and now there were more electronics and more opportunities for people to use the library. He envisioned that the Museum Board would do the same thing, and protect the artifacts. Mayor DeGraffenried said it is possible a new City Center would incorporate the Museum.

Keela Goudy addressed the Council. Ms. Goudy said the Board had begun to drift when Ms. Bott became ill. She said she was not against another board, but wanted three of them to be lifetime members of it. Council Member Linford said they could not bind another council with a lifetime appointment. Ben Reeves said it is customary to have reappointments, but this council could not bind future ones. The language in contracts is also approved by the City attorney and it is unlikely he would approve a lifetime appointment.

Ms. Goudy said her feeling is that the building is part of the museum and gives it personality and flavor, which was the vision the founders had. Council Member Steele said a true board needs to have some opposition, not just a group who were in favor of one thing. He said the City Council needs some decision on who is on the Board, and all the members could not be single-minded. Ms. Bott asked why people would be brought on board who oppose the vision of the Museum. Council Member Steele said every individual had his own thoughts and needed to be represented. Mr. Reeves said a diverse cross section of the community can help open people's eyes to other issues. Some residents don't appreciate the value that the museum has, and countering points of view allow issues to be opened. Some enlightenment on the museum is needed in order to pass the tax. Council Member Carr said the museum is a true piece of history, and if something is not done in the next five years, it will be gone. The City needs more involvement from people who haven't been involved. If there is only a small group, the bond will not pass. The building is in serious condition.

Jenny Fernelius addressed the Council. Ms. Fernelius asked to see the report on the building. Mr. Reeves said there are only a few findings because the structural issues were not addressed. If they had been, the building would have been condemned. The insurance company is turning a blind eye because the City is promising to move forward. Keela Goudy clarified the whole building had issues, not just the museum.

Museum Board, continued:

Mr. Reeves said one issue with the museum was that some items were on loan, and the contents were not insured. Insurance will require an assessment of the items. Ms. Bott said over 95% of the items had been donated. A few were on loan, and documentation is kept in the museum of the names and phone numbers of the owners. She said some items could not be replaced even if insurance money was received.

Ms. Bott asked if the Council could hold off on the Board until they have a chance to go through the ordinance. Ms. Goudy said it was going to take longer than a week for them to review the ordinance and specify the changes they want. Mr. Reeves said there is a time constraint issue because of the election.

Mayor DeGraffenried said having a formalized Board creates excitement and generates involvement. It keeps a proper business relationship. He said the Board should be put together first and they can get these issues worked out. As yet, no council member has been assigned to the museum. Ms. Bott said she would try and suggest some members for the Board.

Review of Fire Chief's Job Description Update

Ben Reeves said he had presented the fire chief's job description at the last work meeting. The Council's suggestions had been incorporated and the new description shared with fire and EMS. The main response from the EMS had been regarding residency, with concerns that if a catastrophic event occurred the chief would not be able to respond if he lived too far away. The chief is being hired primarily for an administrative role, but there is some benefit from having residency in the city. Council Member Steele said the new chief would be here during the day, for 29 hours a week, and most of the firefighters are back in Santaquin after 5 p.m. Council Member Carr said he held the same position as Council Member Steele, and the City would have to require the applicant not to have another job in order to keep him in town full time. This was presented to the Council as an administrative role. Council Member Linford said it had evolved into an administrative role, but had first been discussed as help with responding. The biggest reason for the extended residency requirement was to expand the pool of applicants.

Mayor DeGraffenried said he wanted the chief to be able to train personnel and proper ways to respond. The City is growing quickly and needs to find someone who can lead into the future. Council Member Linford said he would like to include EMS in the title.

Tiffany Fowden addressed the Council. Ms. Fowden said she was part of the EMS, and they had been under the impression that this position would help with coverage during the day. A person who lived in town was a big advantage for EMS personnel. Ms. Fowden said if they were from Santaquin they would have their heart and soul dedicated to the City. Mayor DeGraffenried said the City was trying to get the best person to lead the department, and the points would be heavily weighted for residency. Ms. Fowden asked who would appoint the new chief. Mayor DeGraffenried said there will be a hiring committee, and the Mayor would make the appointment with the advice and consent of the City Council.

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Review of Fire Chief's Job Description Update, continued:

Nick Cummings addressed the Council. Mr. Cummings said he is a Santaquin firefighter, and it has been the standard in southern Utah county that a firefighter live within 15 miles or 20 minutes of the station, whether full time or a volunteer. He said he hoped the new chief would have more training for the department so they would be able to handle calls without his presence.

Appreciation for the fire and EMS departments was expressed. Council consensus held that the job description was appropriately worded, and it was hoped that someone in Santaquin would qualify for the position. Council Members Broadhead, Steele and Carr said they would like to see the fire chief position in resolution form.

Discussion regarding New Public Works Building:

Ben Reeves said the City Council directed staff to work towards feasibility and estimates for a new Public Works building. Mr. Reeves said he had met with Public Works Director Wade Eva, Staff Planner Greg Flint, and Building Inspector Randy Spadafora and had put together a layout of a possible site and 9600 square foot building, with assorted storage area around the building. Mr. Reeves distributed copies of a packet containing elevations, a site plan and an estimate sheet for the proposed building.

The estimated cost is based on using CKR Engineering and local architect Ron Jones. Total costs place the project are estimated at \$1.15 million. Funding would be available if the public safety bond is refinanced and extended, so the cash outlay would be the same as at present. Mr. Reeves said the next two steps would be engaging the engineering firm and engaging Zion's financing. Council Member Steele asked about bidding out the engineering. Mayor DeGraffenried said the project can be bid out if the Council wanted. He said he believed an architect was secondary, and it was better to use the architect as a consultant.

Council Member Linford said he would like to see the cost of putting it out to bid. Mr. Reeves said bids became qualification based and not cost based. This number was significantly lower because it was done by contractor approach. Council Member Carr said he was gun shy on financing, and although this is a good time to borrow, it is tying the City's future. Council Member Hunsaker asked what the advantage of a new building was. Mr. Reeves said the current building is old and dilapidated and this will take care of City needs for the long term future. Mayor DeGraffenried said it would save damage to the equipment. Council Member Hunsaker asked what would happen to the old public works site. Mr. Reeves said it would most likely eventually be opened up for better rodeo ground parking.

Mr. Reeves said we can get by for a while, although the inspection showed some issues, but if a long term solution is desired, this is a good time while interest rates are so low. Because this would be built by the WWTP site, the perception would be it was part of the plant. This would also free up storage in the public safety building, which could then be sold. Council Member Carr said he would like to see the building sold to help pay for the new one.

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Discussion regarding New Public Works Building, continued:

Council Member Broadhead said the public works building was built in 1972, the heating system is gone, and they have no storage. He said he would like to see the budget before any move is made.

Mr. Reeves clarified the council consensus was to do an RFP, put the design work out to bid, wait for the budget before beginning, and to tie the acquisition to a sale. Debt could be paid down with funds from selling City property.

Discussion regarding Proposed Nuisance Ordinance Change:

Ben Reeves said Police Chief Dennis Howard had requested that the nuisance ordinance be amended in regard to disorderly house or premise conditions. Council Member Broadhead asked who would determine the environment. Mr. Reeves said Chief Howard had indicated significant nuisances were sometimes found when officers were called for another issue. After some discussion, Council consensus held that this item be revisited when Chief Howard was available to respond to the Council's questions and concerns.

Discussion regarding Proposed Dog Ordinance Change:

Ben Reeves said several cases regarding dog issues were currently being prosecuted in the City. The 5th District court had ruled that Santaquin's ordinance was unconstitutionally vague, and needed to change. The wording 'or otherwise' is being removed. This amendment will be on the next Council agenda.

General Discussion

The Council discussed the formation of a Museum Board. It was agreed the item will be reviewed in the April 17, 2013 meeting. Mr. Reeves said the museum was not listed in the State Registry, and there appears to be some contention with the Daughters of the Utah Pioneers, who have volunteered to help with the museum. Safety of the building and liability issues were discussed.

The Council discussed the fire chief position and possible candidates. Council Member Carr asked about the City clean-up. Mayor DeGraffenried said no one had turned up at the meeting held Tuesday evening. Council Member Linford said he had contacted every bishop for a similar event and only two people had shown up. Mayor DeGraffenried said he is going to need help pushing in respective areas. Clean up issues were discussed, including dumpsters and crews needed.

The meeting adjourned at 8:21 p.m.

Approved on April 3, 2013.


James E. DeGraffenried, Mayor


Linda Midgley, Deputy Recorder

Estimate Sheet

JOB NAME: santaquin pw building 10000 DATE: 3/21/2013

LOCATION: santaquin city

JOB DESCRIPTION:

DESCRIPTION	QUANTITY	@	MATERIAL	LABOR	SUB-CONT	TOTAL
SOIL TESTING			\$0.00		\$2,500.00	\$2,500.00
ENGINEERING			\$0.00		\$45,000.00	\$45,000.00
LAY OUT			\$0.00	\$1,500.00		\$1,500.00
EXCAVATION			\$0.00		\$10,000.00	\$10,000.00
BACK FILL AND COMPACTION			\$0.00		\$15,000.00	\$15,000.00
FOOTINGS AND FOUNDATION SFTG	100	\$105.00	\$10,500.00		\$6,500.00	\$17,000.00
STEEL FT AND FOUNDATION	1	\$3,750.00	\$3,750.00	\$200.00		\$3,950.00
FINES UNDER THE FLOOR	550	\$12.00	\$6,600.00			\$6,600.00
FLOOR STEEL	680	\$7.50	\$5,100.00		\$2,250.00	\$7,350.00
CONCRETE FLOOR	185	\$105.00	\$19,425.00	\$9,600.00	\$3,580.00	\$32,605.00
SEAL AND CONTROL CUTTING	1	\$3,360.00	\$3,360.00		\$1,380.00	\$4,740.00
CMU WALLS			\$0.00		\$74,450.00	\$74,450.00
CMU STEEL	1	\$2,650.00	\$2,650.00			\$2,650.00
STRUCTURAL STEEL			\$0.00		\$80,000.00	\$80,000.00
INSULATION WALLS option*****			\$0.00			\$0.00
ROOFING TPO R 30			\$0.00		\$39,800.00	\$39,800.00
GUTTERS AND DOWN SPOUTS			\$0.00		\$2,500.00	\$2,500.00
FLOOR DRAINS GREASE TRAP			\$0.00		\$15,000.00	\$15,000.00
			\$0.00			\$0.00
HEATING			\$0.00		\$40,000.00	\$40,000.00
ELECTRIC AND FIXTURES			\$0.00		\$64,800.00	\$64,800.00
PAINTING			\$0.00		\$20,000.00	\$20,000.00
MAN DOORS	4	\$300.00	\$1,200.00	\$300.00		\$1,500.00
OVER HEAD DOORS AND OPENERS			\$0.00		\$22,000.00	\$22,000.00
SHYLIGHTS	4	\$750.00	\$3,000.00			\$3,000.00
forman labor			\$0.00	\$50,000.00		\$50,000.00
OFFICE SPACE			\$0.00			\$0.00
			\$0.00			\$0.00
FOOTING	10	\$105.00	\$1,050.00		\$385.00	\$1,435.00
FOUNDATION	10	\$105.00	\$1,050.00		\$1,210.00	\$2,260.00
STEEL FT AND FOUNDATION	1	\$450.00	\$450.00			\$450.00
FLOOR FINES	82	\$12.50	\$1,025.00	\$200.00		\$1,225.00
STEEL IN FLOOR @2'OC BW	60	\$7.85	\$471.00		\$200.00	\$671.00
CONCRETE FLOOR	30	\$105.00	\$3,150.00	\$1,600.00		\$4,750.00
2X6X16 PT	7	\$8.20	\$57.40	\$57.00		\$114.40
2X6X8	130	\$5.50	\$715.00	\$715.00		\$1,430.00
2X5X16 PLATES	14	\$8.20	\$114.80	\$114.00		\$228.80
OSB 7/16	28	\$16.00	\$448.00	\$448.00		\$896.00
OSB7/18 ROOF	54	\$16.00	\$864.00	\$864.00		\$1,728.00
TRUSSES1	3,000		\$0.00	\$600.00	\$600.00	\$1,200.00

DESCRIPTION	QUANTITY	@	MATERIAL	LABOR	SUB-CONT	TOTAL
			\$0.00			\$0.00
			\$0.00			\$0.00
			\$0.00			\$0.00
			\$0.00			\$0.00
TOTAL COST:			\$72,329.70	\$67,259.00	\$458,832.00	\$598,420.70
MISC. JOB EXPENSES			AMOUNT	Sales Tax		\$4,520.61
OUT SIDE WORK SALT BUILDING			\$30,000.00	OVERHEAD %		\$10,000.00
LEAN-TO			\$80,000.00			
UTILITYS			\$20,000.00			
ASPHALT			\$80,000.00			
FENCING			\$20,000.00	PROFIT %		\$60,000.00
hoist			\$50,000.00	Misc		
TOTAL			\$280,000.00	BID SUBMITTED:		\$672,941.31



952,941.31

190,588.26

20% Contingency

\$1,143,529