

Pleasant Grove City Council Meeting Minutes
February 4, 2014
6:00 p.m.

PRESENT:

Mayor:

Mike Daniels

Council Members:

Dianna Andersen
Cindy Boyd
Cyd LeMone
Jay Meacham
Ben Stanley

Excused:

Kathy Kresser, City Recorder
Mike Smith, Police Chief
Marc Sanderson, Fire Chief

Staff Present:

Scott Darrington, City Administrator
Dean Lundell, Finance Director
Degen Lewis, City Engineer
Tina Petersen, City Attorney
David Larson, Assistant to the City Administrator
Deon Giles, Parks and Recreation Director
Ken Young, Community Development Director
Lynn Walker, Public Works Director
Sheri Britsch, Arts and Culture Director
Libby Flegal, NAB Chairperson
Barbara Johnson, Planning/Building Tech.

The City Council and staff met in the City Council Chambers at 86 East 100 South, Pleasant Grove, Utah.

1) **CALL TO ORDER.**

Mayor Daniels called the meeting to order and noted that Council Members Andersen, Boyd, LeMone, Meacham and Stanley were present.

2) **PLEDGE OF ALLEGIANCE.**

The Pledge of Allegiance was led by Boy Scout, Marek Newmarker.

3) **OPENING REMARKS.**

The Opening Remarks were given by Community Development Director, Ken Young.

4) **APPROVAL OF MEETING'S AGENDA.**

ACTION: Council Member Stanley moved to approve the agenda. Council Member Andersen seconded the motion. The motion passed with the unanimous consent of the Council.

5) **CONSENT ITEMS.**

- a) **City Council and Work Session Minutes: No minutes for approval at this time.**
- b) **To Consider for Approval Paid Vouchers for (January 23, 2014).**

ACTION: Council Member Boyd moved to approve the consent items. Council Member LeMone seconded the motion. The motion passed with the unanimous consent of the Council.

6) **OPEN SESSION.**

Mayor Daniels opened the public session.

Jared Sidwell, 1685 East Blackhawk Drive, informed the Council of an organization called PG Gives which he started in November 2013 with his father. The organization began as Mr. Sidwell's Eagle Project. He held a food drive and collected enough food for 50 families at Thanksgiving. He hoped to continue doing PG Gives now that his Eagle Project is over and is offering to let the City use the large food drive boxes as well. Anyone interested can contact Mr. Sidwell. Council Member LeMone invited everyone to go to the PG Gives Facebook page.

There were no further public comments. Mayor Daniels closed the public session.

7) **BUSINESS.**

- A) **PUBLIC HEARING TO RECEIVE COMMENTS ON THE FISCAL YEAR 2013/2014 BUDGET AMENDMENTS. THE PLEASANT GROVE REDEVELOPMENT AGENCY BUDGET IS INCLUDED IN THE FINAL BUDGET. (CITY WIDE) PRESENTER: DIRECTOR LUNDELL.**

Finance Director, Dean Lundell, reported that periodically amendments need to be made to the City budget. The first change was to contract engineering fees, which are being funded through increased development fees. As a result, there was no impact to the bottom line. The next item would transfer money from the General Fund into the Capital Projects Fund to cover the cost of capital projects for the year. It was noted that they are surplus funds from last year.

Director Lundell stated that staff is budgeting to purchase one police car which should have been budgeted earlier but it was left out. Two larger items that relate to the Water Fund whose budgets are being increased were Power Expense as well as Repair and Maintenance. This increase was due largely to the City's need to pump more water out of the ground as well as the slide that occurred up

the canyon a few months earlier. The rest of the items were related to grants and surplus items. Despite the fact that the City has the funds, the Council still must authorize the expenditures.

Mayor Daniels opened the public hearing. There were no public comments.

Council Member Boyd verified that the budget amendments are listed on the City's website. Director Lundell stated that they are on the website and were posted 10 days before the hearing. The website also includes information dating back several years.

Council Member Meacham asked about the dates on the resolution as it was listed as February 2. Director Lundell confirmed that the date will change to February 4. Council Member Meacham asked for an explanation regarding a public hearing on August 14. Director Lundell said that it refers to the original public hearing held pertaining to the entire budget.

Council Member Stanley noted that the budget is a wash due to increases and decreases on both sides of the ledger. Director Lundell confirmed that that was the case.

B) TO CONSIDER FOR ADOPTION A RESOLUTION (2014-01) APPROVING AND ADOPTING THE PLEASANT GROVE CITY'S FISCAL YEAR 2013/2014 AMENDED BUDGET AND PROVIDING FOR AN EFFECTIVE DATE. PRESENTER: DIRECTOR LUNDELL.

ACTION: Council Member Stanley moved to approve Resolution (2014-01) approving and adopting the Pleasant Grove City's fiscal year 2013/2014 amended budget and providing for an effective date of February 4, 2014. Council Member LeMone seconded the motion. A public hearing was held. A voice vote was taken and the motion passed unanimously with Council Members Andersen, Boyd, LeMone, Meacham and Stanley voting "Aye."

C) TO CONSIDER FOR ADOPTION A RESOLUTION (2014-02) INFORMING THE WATER QUALITY BOARD THAT THE MUNICIPAL WASTEWATER PLANNING PROGRAM REPORT FOR 2013 HAS BEEN REVIEWED AND THAT ALL NECESSARY ACTIONS HAVE BEEN TAKEN TO MAINTAIN EFFLUENT REQUIREMENTS. (CITY WIDE IMPACT) PRESENTER: DIRECTOR WALKER.

Public Works Director, Lynn Walker, reported that the above item is a housekeeping item. It meets the required reporting under the Utah Sanitary Sewer Management Program and completing the forms gives the community additional points on the Utah Waste Water projects priority list system. Greg Woodcox completed the form as he does every year and requested that the Council review the report. The report was described as a self-assessment that reads very positively.

Council Member Meacham asked why under the operator certification it states that there are 2.5 certified operators. Director Walker responded that they are all certified but the one-half includes a part-time employee.

ACTION: Council Member Boyd moved to approve Resolution (2014-02) informing the Water Quality Board that the Municipal Wastewater Planning Program Report for 2013 has been reviewed

and that all necessary actions have been taken to maintain effluent requirements. Council Member LeMone seconded the motion. A voice vote was taken and the motion passed unanimously with Council Members Andersen, Boyd, LeMone, Meacham and Stanley voting “Aye.”

D) TO CONSIDER FOR APPROVAL A FINAL PLAT CALLED MANILA HEIGHTS PLAT “D” AMENDED FOR THE LINCOLN ACADEMY LOCATED AT APPROXIMATELY 1582 WEST 3300 NORTH IN THE RR (RURAL RESIDENTIAL) ZONE. (MANILA NEIGHBORHOOD) PRESENTER: DIRECTOR YOUNG.

Director Young reported that the above matter is a simple plat taking two existing parcels owned by the Lincoln Academy and combining them. There is a home on one of the lots that will be removed and the combining of the lots will allow for a significant expansion including the accommodation of more students and a larger junior high program.

Council Member Boyd asked if they wanted the project finished by fall. Director Young said they hoped to get started as soon as possible.

In response to a question raised by Council Member Stanley, Director Young confirmed that the Planning Commission recommendation was unanimous.

ACTION: Council Member LeMone moved to approve a final plat called Manila Heights Plat “D” amended for the Lincoln Academy located at approximately 1582 West 3300 North in the Rural Residential Zone. Council Member Stanley seconded the motion. The motion passed with the unanimous consent of the Council.

E) TO CONSIDER FOR ADOPTION A RESOLUTION (2014-03) AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL PREVIOUSLY APPROVED BY THE CITY COUNCIL. SPECIFICALLY AMENDING SECTION XI “SALARY PLANNING” SUBSECTION 14 “INCENTIVE AWARDS/BONUSES” BY REMOVING SUBSECTION 14B AND PROVIDING FOR AN EFFECTIVE DATE. PRESENTER: ATTORNEY PETERSEN.

City Attorney, Tina Petersen, reported that the City has become aware of a problem with the current policy in salary planning. Several years ago the policy manual was amended to provide permanent part-time employees who had worked 1,040 hours or more during the current calendar year to receive a bonus check equal to 24 times their current hourly rate of pay. That bonus was paid on a separate check during the month of January.

As they were preparing for that incentive this year the City became aware that the bonus causes a problem with the Utah Retirement System as well as with the new health care law with the Affordable Health Care Act requirements. The plan is to remove that section from the policy manual going forward so that it will no longer create a problem. Administratively staff has come up with a plan to make those employees whole this year and going forward.

The employees who qualified for the bonus check will receive \$280 and employees who qualified for more than \$280 will have their individual salaries raised to make them whole under this policy. The raise equals roughly 2.3% spread throughout the employee's pay.

Attorney Petersen said that going forward new employees will not qualify for this bonus as it will no longer be part of policy. They wanted, however, to be sure to cover the employees who counted on this additional income.

Council Member Stanley asked how the City can ensure employees get paid the same amount if it is paid prospectively if the employee does not remain employed long enough to be made whole. Director Lundell said the amount they are paying now is for 2013. If someone was terminated in 2014 they would not be paid the bonus until the following January anyway.

Council Member Boyd asked how the 2.3% is reflected in their checks. She also wanted to know if employees receive a Christmas bonus. Attorney Petersen confirmed that they do receive a Christmas bonus, which is part of the reason there was a problem with the Utah Retirement System. The \$220 they received at Christmas would bump some employees over the State allowance. City Administrator, Scott Darrington, explained that there are two different checks. The Christmas bonus is a check that is a flat rate for all employees. Part-time employees receive a certain amount and full-time employees all receive a specific amount. The additional bonus was a separate check based on their 24-hour current pay. Christmas bonuses will remain the same. In the end, employees will receive the same amount they always have.

Council Member LeMone asked if those employees also received the 3% wage increase the City offered last year. Administrator Darrington said they did and would get whatever the City offers this year as well. The bonus was completely separate from regular pay. Attorney Petersen explained that the original idea of adding this to the policy manual was to reward permanent part-time employees for their longevity because they do not earn any other paid time off.

Council Member LeMone asked what is considered permanent part time. Administrator Darrington responded that employees must work 20 hours per week, which averages 1,040 hours annually. This affects roughly 45 employees.

Council Member Meacham asked if they refer to this as an incentive bonus even though it is across the board and not based on performance. Attorney Petersen stated that the title of the section is Salary Planning and the subsection title is Incentive Awards/Bonuses. Subsection A deals with incentive awards and subsection B, which that is being deleted, deals with bonuses. Council Member Meacham stated that the resolution only discusses discontinuing the policy and does not refer to anything the City is doing to make the employees whole. Attorney Petersen clarified that the resolution is just amending the policy manual. New hires will be hired based on the normal hiring criteria with the existing salary range.

ACTION: Council Member LeMone moved to approve Resolution (2014-03) amending the Personnel Policies and Procedures Manual previously approved by the City Council. Specifically amending Section XI "Salary Planning" Subsection 14 "Incentive Awards/Bonuses" by removing Subsection 14B and providing for an effective date. Council Member Andersen seconded the

motion. A voice vote was taken and the motion passed unanimously with Council Members Andersen, Boyd, LeMone, Meacham and Stanley voting "Aye."

F) TO CONSIDER FOR ADOPTION A RESOLUTION (2014-04) APPOINTING AN INDIVIDUAL TO THE NORTH POINTE SOLID WASTE SPECIAL SERVICE DISTRICT BOARD AND ESTABLISHING THE TERM OF SAID APPOINTMENT; AND PROVIDING FOR AN EFFECTIVE DATE. PRESENTER: ADMINISTRATOR DARRINGTON.

Mayor Daniels reported that Council Member Meacham was asked to continue to serve on the North Pointe Solid Waste Special Service District Board. The proposed resolution will appoint him for an additional four years if he is willing to continue to serve. Council Member Meacham agreed to serve. Administrator Darrington explained that the Council can at any time appoint a different individual to serve on the Board if they so desire.

ACTION: Council Member Stanley moved to approve Resolution (2014-04) appointing Council Member Jay Meacham to the North Pointe Solid Waste Special Service District Board for a term of four years. Council Member LeMone seconded the motion. A voice vote was taken and the motion passed unanimously with Council Members Andersen, Boyd, LeMone, Meacham and Stanley voting "Aye."

8) NEIGHBORHOOD AND STAFF BUSINESS.

NAB Chairperson, Libby Flegal, reported that the issue of constant ugly yellow smoke coming from the stacks in the Vineyard boundaries was brought up. Administrator Darrington agreed to have someone look into it. Chair Flegal stated that another neighborhood chair wanted to know if the secondary rate would be increasing. Administrator Darrington responded that that was not yet known.

Director Young stated that the Evermore Theme Park is planning additional expansions because they picked up an additional seven acres of property. They will be altering their site plan accordingly. They are also reopening discussions with other property owners in the area.

Assistant to the City Administrator, David Larson, stated that the City's website was upgraded over the weekend. It was a major project and went well. The website now has a slight visual change and is dynamic and will adjust to different types of phones and devices. He requested that if anyone notices glitches or missing information on the site to email Trent Bowen. The public will not likely notice any of the changes because they deal more with security and upgrades. Trent Bowen and Jeremy Horton were the main people behind the project and did a fantastic job.

Parks and Recreation Director, Deon Giles, reported that they are doing a lot of work remodeling the recreation center. All the new equipment should be in by Monday. There have been many compliments on the changes.

Director Walker stated that they finished up the lining and completed the sounding for the underground leakage. They were now working on keeping up with the pot holes that are appearing daily. They received numerous positive calls regarding the City's snow plowing efforts this year.

Arts and Culture Director, Sheri Britsch, reported that they are still doing the Bring Your Device Days at the library. They have worked on iPads and Kindles thus far and it has gone well. Council Member Boyd reported that she attended and found it to be very helpful. She was impressed with the system that was set up. Director Britsch remarked that people are available any day to help with if people cannot meet on the scheduled dates. They are currently cleaning out the library and weeding out books and will be having a big book sale in approximately three weeks. The books will range in price from \$0.50 to \$2.00.

Director Lundell reported that the Metropolitan Water Board of Pleasant Grove owns the water shares that Pleasant Grove uses. They charge a fee to the City, which covers a debt payment that they pay for some bonds that were issued several years ago as well as the water share assessments and other items. The bond payment expires next year, which will free up some funds. The board may address the Council. The board and staff agree at this point that it may be wisest to keep that payment the same and use the money to acquire as many water shares as possible, especially relative to PG Irrigation. He asked the Council to think about this issue. Director Lundell feels that as much water as the City can acquire in the long term is very important.

Council Member Stanley asked if they are purchasing shares to deal with drought conditions or for growth. Administrator Darrington stated that when people develop they bring water with them, so the growth should be handled through the development requirements. This would cover more of a drought condition.

City Engineer, Degen Lewis, reported that PG Metro is set up as a flexibility tool for the City. When the City takes in water the State constitution prohibits a city from divesting, trading, or doing anything with any water that takes water in. Taking the water into PG Metro affords the City some flexibility. Council Member Andersen clarified that Metro and PG Irrigation are separate entities. Attorney Petersen explained that the PG Irrigation is a privately held irrigation company. The Metro Water Board is a City entity that addresses flexibility and what the City wants to do with its water shares.

Mayor Daniels stated that the Council will receive requests or questions from the public when something happens with drought rates. He felt this might be a good topic to have a lesson on so they can educate others as questions arise. Director Walker reported that John Schiess would be coming in to talk to the Council about secondary water in March. Mayor Daniels liked that idea.

In response to a question raised by Council Member Andersen, Director Walker reported that this is the third year of drought.

Administrator Darrington explained that he and Engineer Lewis have had intense discussions recently regarding 2014 development. doTERRA is expanding on a very tight time frame in addition to Evermore. There are two charter schools and two senior housing developments that will also begin development in 2014. He authorized Engineer Lewis to find additional help in the form of a full-time contracting engineer. Staff made a commitment to be prompt for all of the developers in an effort to help everything move forward as quickly as possible.

Administrator Darrington asked the Council to look at Dropbox because he has uploaded a number of documents for the retreat. The retreat will commence at 4:00 p.m. on Friday.

Attorney Petersen reported that she received an email from Ed White indicating that all oral arguments are set for March 4 before the Utah Supreme Court. She attended the Legislative Policy Committee Meeting for the Utah League of Cities and Towns and they are launching a new website to help track bills. It is not operational yet, but will be shortly.

Engineer Lewis stated that they are making good progress on the traffic signal by doTERRA. Meetings with doTERRA have gone well and they are expanding quickly. They will be removing some of the site improvements they have installed in the parking lot in order to build another three-story building. Their production facility also needs to expand and they want to develop a 100,000 square feet of warehouse space soon.

Council Member Meacham asked if the City is covered staff wise for inspection efforts. Engineer Lewis indicated that they will likely need help with that and Horrocks should be able to fill that need. Administrator Darrington stated that they are currently talking with Lindon about a type of mutual aid agreement so that if they have extra and Pleasant Grove needs, they can share staff.

9) **MAYOR AND CITY COUNCIL BUSINESS.**

Council Member LeMone asked about the status of Wal-Mart and Ivory Homes next to Water Gardens. Director Young reported that Wal-Mart has not given the City a direct date yet, but they are expected to move forward soon. Ivory Homes is trying to finalize their senior housing plans. They would like to start on senior housing and commercial at the same time. They did not get their housing funding so will not begin development until next year. They will clean up the property shortly either way.

Council Member Boyd indicated that she cannot serve on the Chamber Board this year and asked if Council Member Andersen would like to serve in that capacity. Council Member Andersen agreed to the appointment. Council Member Boyd requested a welcome be posted on the front page of the website for new businesses locating in the community.

Mayor Daniels reported that he would be meeting with EDC Utah tomorrow. He also received an email from Andrew Jackson at UDOT suggesting that the City may be able to hold off on SR-146 for one year. There was an email from Mayor Gigi that there is a bill in the House or Senate mandating that neighboring cities share dispatch. He wanted to be sure that staff was aware of the bill. Mayor Daniels reported that Pancakes and Politics begins on Saturday at 9:00 a.m. They will be held each week during the legislative session for community members and elected officials to report on what is going on in the legislature.

10) **SIGNING OF PLATS.**

The Council signed the following plats:

- Stone Gate
- Residences @ Mayfield
- Mayfield Condos Plat A
- Mayfield Condos Plat B

ADJOURN.

ACTION: Council Member LeMone moved to adjourn. Council Member Andersen seconded the motion. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at 7:21 p.m.

This certifies that the City Council Minutes of February 4, 2014 are a true, -full and correct copy as approved by the City Council on March 4, 2014.

Barbara Johnson, Planning Tech

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