

CLEARFIELD CITY COUNCIL MEETING MINUTES  
7:00 P.M. REGULAR SESSION  
May 24, 2011

PRESIDING:	Don Wood	Mayor
PRESENT:	Marilyn Fryer	Councilmember
	Kathryn Murray	Councilmember
	Mark Shepherd	Councilmember
	Doyle Sprague	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	Interim City Manager
	Brian Brower	City Attorney
	Valerie Claussen	Acting Community Development Director
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Tracy Heun	Community Services Director
	Bob Wylie	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Deidre Craig, Barbara Perry, Bruce Perry, Jake Jessop, Mason Dewsnup, Nathan Strong, Mike LeBaron, Gretchen Myers, Tim Simmons, Stacey Doxford, Donna Wood Bissegger

Mayor Wood recognized the Youth City Council for their participation with the Council during the meeting. He stated a roll call vote would be required for each agenda item.

Mayor Wood informed the citizens present that if they would like to comment during Citizen Comments there were forms to fill out by the door.

Youth City Councilmember Austin McMillan conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE MAY 10, 2011 REGULAR SESSION

**Councilmember Young moved to approve the minutes from the May 10, 2011 regular session as written, seconded by Councilmember Murray. All voting AYE.**

PUBLIC HEARING FOR A PRELIMINARY AND FINAL SUBDIVISION PLAT FOR THE CLEARFIELD CITY MUNICIPAL CAMPUS LOCATED AT THE SOUTHEAST CORNER OF CENTER AND STATE STREET

A request by Clearfield for a Preliminary and Final Subdivision Plat to merge and re-subdivide several parcels approximately 7.23 acres total, into two parcels. The site is located at

the southeast corner of Center and State Streets. The property is zoned C-2, Commercial. (TINs: 12-001-0087, 12-001-0089 through -0009, 12-001-0112 and -0113, 12-001-0129 and -0130, 12-001-0145, 12-001-0166 and 12-001-0169). The Planning Commission held a public hearing and unanimously recommended approval on May 4, 2011.

Mayor Wood declared the Public Hearing open at 7:08 p.m.

Mayor Wood asked for public comment.

There was no public comment.

**Councilmember Shepherd moved to close the public hearing at 7:09 p.m., seconded by Councilmember Fryer. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

#### CITIZEN COMMENTS

There were no public comments.

#### APPROVAL OF THE REAPPOINTMENT OF JOEL GAERTE, COMMISSIONER, AND BARBARA PERRY, ALTERNATE, TO SERVE ON THE PLANNING COMMISSION FOR A TERM EXPIRING IN FEBRUARY 2016

Commissioner Gaerte and Commissioner Perry have indicated their interest in continuing to serve on the Planning Commission for an additional term.

**Councilmember Sprague moved to approve the reappointment of Joel Gaerte, Commissioner, and Barbara Perry, Alternate, to serve on the Planning Commission for terms expiring in February 2016 and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Fryer. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

Councilmember Sprague recognized Barbara Perry in the audience and thanked her for her service to the City. Mayor Wood also expressed appreciation to Ms. Perry for her service as a member of the Planning Commission.

#### APPROVAL OF A PRELIMINARY AND FINAL SUBDIVISION PLAT FOR THE CLEARFIELD CITY MUNICIPAL CAMPUS LOCATED AT THE SOUTHEAST CORNER OF CENTER AND STATE STREET

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**Councilmember Shepherd moved to approve the preliminary and final subdivision plat for the Clearfield City Municipal Campus and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

APPROVAL OF THE AWARD OF BID TO MHI SERVICES FOR A BOILER EFFICIENCY UPGRADE

The City had received American Recovery Resource Act funds for energy efficiency upgrades which included the upgrades to the boiler at the municipal building as one of the projects. Staff hired the engineering services of Van Boerum and Frank to design energy efficiency upgrades for the existing boiler. After completion of the engineering, staff solicited bids for the proposed work. MHI Service of Salt Lake City was the lowest responsible bidder for the project. The project will include two 20hp motors, two 7.5hp motors, two 7.5hp variable frequency drives and a new controller. The price to complete the work is \$30,617.

Councilmember Murray inquired if the entire project would be funded from the Recovery Act. Tracy Heun, Community Services Director, responded in the affirmative.

**Councilmember Young moved to approve the award of bid for boiler upgrades in the City office building and authorize the Mayor's signature to any necessary documents contingent on the approval and Right-To-Work document from the project manager for the Utah State Energy Program, seconded by Councilmember Sprague. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

APPROVAL OF THE AWARD OF BID FOR THE ANN STREET UTILITY UPGRADE IMPROVEMENT PROJECT

Bids were received from four construction companies for the Ann Street Utility Upgrade Improvement Project. The proposed work to be completed consisted of the replacement and upgrade of the existing culinary water and sanitary sewer lines, the installation of a new storm drain line and the reconstruction of the roadway pavement on Ann Street. The project would be funded by the use of Federal STAG (State Tribal Assistance Grant) funds, water bond funds and storm drain funds. The lowest responsible bid was received from Kapp Construction with a bid amount of \$875,426.80.

Councilmember Murray inquired if the City had received permission from the State to complete the project. Scott Hodge, Public Works Director, indicated the paperwork expressing approval was in the process of being sent to the City.

Councilmember Shepherd inquired about some of the bid figures specific to mobilization and costs associated with filling the trench. Mr. Hodge stated he couldn't speak directly as to how Kapp Construction assembled their bid. He expressed his opinion Kapp Construction was familiar with the City's soils as they had completed many projects within the City and was aware of the soil conditions and what soil could be used for backfill. He also mentioned all those participating in the bid process would receive copies of the bid tabulations to review the other companies' bid calculations. He agreed sometimes it was difficult to understand the different companies' figures included in the final bid.

**Councilmember Fryer moved to approve the award of bid to Kapp Construction for the Ann Street Utility Upgrade Improvement Project for the bid amount of \$875,426.80, with contingency and engineering funding of \$159,573.20, for a total project cost of \$1,035,000; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

APPROVAL OF THE AWARD OF BID FOR THE 200 SOUTH ROADWAY  
IMPROVEMENT PROJECT FROM 500 WEST STREET TO 1000 WEST STREET

Bids were received from eight construction companies for the 200 South Roadway Improvement Project from 500 West Street to 1000 West Street. The work that was proposed to be completed would be the replacement and upgrade of the existing sanitary sewer line, installation of curb and gutter on the south side of the road and the reconstruction of the roadway pavement. The lowest responsible bid was received from Advanced Paving and Construction with a bid amount of \$774,200.10.

**Councilmember Murray moved to approve the award of bid to Advanced Paving and Construction for the 200 South Roadway Improvement Project from 500 West Street to 1000 West Street for the bid amount of \$774,200.10, with contingency and engineering funding of \$147,099.90, for a total project cost of \$921,300; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

APPROVAL OF A REVISED INTERLOCAL COOPERATION AGREEMENT BETWEEN DAVIS COUNTY CITIES AND DAVIS COUNTY FOR UTAH POLLUTANT DISCHARGE ELIMINATION SYSTEM (UPDES) GENERAL PERMIT

On December 15, 2010 the Clearfield City Council approved an Interlocal Cooperation Agreement between Davis County cities and Davis County for the Utah Pollutant Discharge Elimination System (UPDES) General Permit. As this agreement went to other Davis County cities for approval some minor revisions were made; therefore, the revised agreement is being resubmitted to the City Council for consideration and approval.

**Councilmember Shepherd moved to approve the Interlocal Cooperation Agreement between Davis County cities and Davis County for UPDES General Permit and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Sprague. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

COMMUNICATION ITEMS:

**Financial Reports** – Bob Wylie, Administrative Services Director, presented the financial reports to the City Council. He reported all revenues and expenditures were within budgeted parameters for all funds through the end of April.

**Mayor Wood**

1. Reported he would be attending the Senior Awards Ceremony at Clearfield High School during which he will be presenting a \$1000 scholarship from the City to Austin Camper.
2. Stated he, Adam Lenhard, Interim City Manager, Kent Sulser and Marlin Eldred, Davis County Economic Development, had been meeting with businesses located in Freeport Center to better understand their needs and determine how the City could assist them. He indicated the visits had been very beneficial and reported it would be a continuing practice.
3. Reported he also had met with the Legend Hills developers during which they had expressed their concerns regarding the economy.
4. Informed the Council Colonel Higby, 75<sup>th</sup> Wing Commander at HAFB (Hill Air Force Base) had been reassigned to the Pentagon. He stated he had been invited to attend a farewell ceremony on Monday, June 13, 2011, during which the City will be presenting a children's picnic table manufactured by Lifetime Products which would display the City Logo. He expressed his opinion the Colonel's small children would enjoy playing with the table.

**Councilmember Fryer** – nothing to report.

**Councilmember Murray** – nothing to report.

**Councilmember Shepherd** - Reported the NDFD (North Davis Fire District) was currently involved with the budget process. He stated a discussion had taken place regarding the possible purchase of the existing

Fire Station located on the Municipal Campus and expressed his opinion it would be quite some time before that would happen.

***Councilmember Sprague*** –Complimented the Mayor for his idea for involving Lifetime Products in conjunction with the City to present the children’s picnic table to Colonel Higby’s family.

***Councilmember Young*** –Informed the Council 24 applications had been received from individuals interested in serving on the Youth City Council and indicated this was the most ever received.

***Adam Lenhard, Interim City Manager*** – nothing to report.

### STAFFS’ REPORTS:

#### ***Nancy Dean, City Recorder***

1. Reminded the City Council of Tracy Heun’s (Community Services Director) farewell dinner on Tuesday, May 31, 2011, 6:30 p.m. at Rooster’s in Layton.
2. She mentioned it was not intended to hold a work session on June 7, 2011 but given the number of Youth City Council applications there might be a need.
3. Stated regular sessions would be held on the second and fourth Tuesdays in the month of June. She indicated the City intended to receive the Certified Tax Rate before Tuesday, June 21, 2011 to allow the Council time to discuss any concerns during a work session that evening.
4. Informed the Council of the City’s Benefits Fair scheduled for Thursday, May 26, 2011 from 1:00 p.m. to 3:00 p.m. in the multi-purpose room.

**Councilmember Fryer moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency at 7:35 p.m., seconded by Councilmember Sprague. The motion carried upon the following vote: Voting AYE – Councilmembers Fryer, Murray, Shepherd, Sprague and Young. Voting NAY – None.**

*\*\*The minutes for the CDRA are in a separate location\*\**

**APPROVED AND ADOPTED  
This 14<sup>th</sup> day of June, 2011**

**/s/Don Wood, Mayor**

**ATTEST:**

**/s/Nancy R. Dean, City Recorder**

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, May 24, 2011.

/s/Nancy R. Dean, City Recorder