

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. REGULAR SESSION
July 9, 2013

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mike LeBaron	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Bob Wylie	Administrative Services Director
	Scott Hodge	Public Works Director
	Kim Dabb	Operations Manager
	Eric Howes	Community Services Director
	Valerie Claussen	Development Services Director
	Nancy Dean	City Recorder
EXCUSED:	Kim Read	Deputy City Recorder

VISITORS: Joy Brown – American Legion, Brianne Olsen – West Davis Corridor EIS, Becky Brooks

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

Councilmember Young conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE JUNE 25, 2013 WORK SESSION AND THE JUNE 25, 2013 REGULAR SESSION

Councilmember LeBaron moved to approve the minutes from the June 25, 2013 work session and the June 25, 2013 regular session as written, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

PRESENTATION BY THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT)
REGARDING THE WEST DAVIS CORRIDOR DRAFT EIS (ENVIRONMENTAL IMPACT
STATEMENT)

Brianne Olsen, UDOT, updated the Council on the West Davis corridor Draft EIS (Environmental Impact Statement) recently prepared by the Utah Department of Transportation (UDOT). She explained Davis County was growing rapidly and expected to have a 63 percent increase in population by the year 2040 as well as a 90 percent increase in housing and a 50 percent increase in local employment. She stated the increased growth would lead to increased traffic congestion and traffic delays significantly affecting the productivity of the workforce. She explained it was important for UDOT to address alternatives for keeping traffic moving as the growth expanded. She indicated the purpose of looking at alternatives was to improve visual mobility and enhance peak period mobility.

She recapped the process that UDOT was using to address the growth and resulting traffic issues. She stated the process began in early 2010 with a series of open houses where public input was sought to identify the needs and problems that currently existed and create possible alternatives for future development. She commented 46 alternatives to the current system were identified during the open house phase which included transit options and route configurations. She explained following the open houses UDOT looked at the alternatives and reviewed which ones best addressed the traffic needs and in November 2010 it presented 14 alternatives which included widening existing roadways and new alignments. She stated the 14 alternatives were then analyzed to determine which ones had the least impact and then those alternatives were taken to the public through an open house process. She commented the open houses were well attended and there was a lot of public comment on the alternatives. She stated following the open houses three alternatives were identified as viable. She reported that UDOT took the three alternatives and did further study that included each alternative's impact to wetlands which process reduced viable alternatives to two in number.

She reported UDOT released the Draft EIS (Environmental Impact Statement) in May of 2013. She explained the Draft EIS contained three years of study and data and milestones. She stated the Draft EIS was available for review on UDOT's website. She added UDOT was conducting open houses and public hearings on the study through the comment period that would end August 23, 2013. She stated the Final EIS document would be compiled and released late winter of 2013 at which time a final record of decision on the study would be released in 2014 by the Federal Highway Administration.

Ms. Olsen reported that UDOT was recommending the Glover Lane Option in southern Davis County, the B1 Option in Syracuse and the 4100 West Option for northern Davis County and southern Weber County. She encouraged stakeholders to submit comments on UDOT's recommended options through the end of the comment period on August 23, 2013. She explained the fastest and easiest way to submit comments was through UDOT's West Davis Corridor website.

Mayor Wood asked how the new roadway would affect traffic congestion on I-15. Ms. Olsen responded UDOT was anticipating a significant reduction in traffic congestion when the roadway

was completed. Mayor Wood asked what the prospects were for funding the project once the Final EIS was released. Ms. Olsen stated there currently was no funding in place for the project and that would be decided by the Utah Legislature sometime after the final alignment was determined. She explained the Wasatch Front Regional Council projected completing the project to Antelope Drive by 2020 and beyond that by 2030. She reiterated the schedule would be dependent on funding but there were homeowners that would be impacted by the alignment so there might be a need to acquire properties along the corridor before construction began. Mayor Wood asked if there was a timeframe for the results of the EIS to expire. Ms. Olsen explained an EIS generally had a shelf life of five years but UDOT could keep the results valid longer by taking action on the project which action could include the purchase of properties along the corridor.

CITIZEN COMMENTS

There were no citizen comments.

UPDATE ON THE NORTH DAVIS SEWER DISTRICT BY COUNCILMEMBER BUSH

Councilmember Bush represented the City on the Administrative Board of the North Davis Sewer District. He shared a visual presentation and updated the Council regarding issues and/or projects specific to the Sewer District.

Councilmember Bush pointed out the sewer equipment and infrastructure were not sufficient to serve the current population and reported the Sewer District had not increased its sewer rates to residents in eleven years. He announced in order to upgrade the facilities it would be necessary to increase the rates every year for the next few years to build up a reserve fund in addition to completing some infrastructure projects. He reported a recently completed study reflected the current rates were significantly lower than surrounding areas.

He reminded the Council of the three products provided by the Sewer District:

- Grey water that was drained into the Great Salt Lake.
- Gas which was used to power portions of the operating plant at the District.
- Sludge which was previously sold to residents to be used in gardens as “fertilizer”.

Councilmember Bush mentioned the sludge product had been discontinued a few years ago because an additional process was required for residential use as opposed to agriculture use. He reported a Weber County farmer was currently purchasing all sludge produced by the District for his agriculture farm. He informed the Council that there was not enough land at the current facility to keep the sludge because of the increased amount being produced by the current population. He reported the District had been looking to purchase property for the purpose of storing sludge.

He explained the current buyer of the sludge proposed storing the sludge at his property and the District was currently in the process of negotiations for that purpose and reported the agreement could potentially save the District approximately \$1.8 million by eliminating the need for land

acquisition. He reported the District would continue with additional improvements for sludge storage.

He informed the Council the need to replace aging sewer pipe infrastructure and explained a new product similar to a “lining” would allow for installation without digging up the entire road and replacing the entire pipe. The “lining” would be placed inside and adhere to the current pipe and shared an illustration with the Council.

He announced the District was also in the process of installing new mixers and heaters in the secondary digestive mixers. He shared an illustration identifying the new equipment. He stated another mixer would be installed sometime in September.

He reported construction of a sludge thickening building would soon begin and another building was currently under design.

APPROVAL OF THE AWARD OF BID FOR THE BARLOW STREET STORM DRAIN IMPROVEMENT PROJECT TO LEON POULSEN CONSTRUCTION COMPANY

Bids were received from seven construction companies to install a new 24 inch storm drain on Barlow Street from Barlow Circle to 600 North Street. The lowest responsible bid was received from Leon Poulsen Construction Company with the bid of \$161,743.75.

Councilmember Young moved to approve the award of bid to Leon Poulsen Construction Company for the Barlow Street Storm Drain Improvement Project for the bid amount of \$161,743.75 and approve funding of the project for the bid amount of \$161,743.75 with contingency and engineering costs of \$48,256.25 for a total project cost of \$210,000.00; and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF THE AWARD OF BID EXCAVATING FOR THE FREEPORT SANITARY SEWER PIPELINE REPLACEMENT ON “E” STREET FROM 1ST STREET TO 3RD STREET TO BRINKERHOFF

Bids were received from five construction companies to make the sanitary sewer improvements on “E” Street in the Freeport Center from 1st Street to 3rd Street. The proposed improvements consist of installing a new 12 inch PVC sewer line to replace the existing 10 inch sewer line. The lowest responsible bid was received from Brinkerhoff Excavating with the bid of \$181,760.00

Councilmember LeBaron moved to approve the award of bid to Brinkerhoff Excavating for the Freeport “E” Street sanitary sewer improvement project for the bid amount of \$181,760.00 and approve funding of the project for the bid amount of \$181,760.00 with contingency and engineering costs of \$50,240.00 for a total project cost of \$232,000.00; and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2013R-14 AUTHORIZING THE COOPERATION AGREEMENT WITH THE UTAH DEPARTMENT OF TRANSPORTATION (UDOT) ALLOWING THE CITY TO PARTICIPATE IN THE STATE PEDESTRIAN SAFETY SIDEWALK PROGRAM

Clearfield City recently submitted an application to the Utah Department of Transportation (UDOT) Region One to receive State Pedestrian Safety Sidewalk funding to install sidewalk on the north side of SR 107 (300 North Street) from 75 West to 94 West. The City received notification from UDOT it was approved to receive \$5,625.00 for the installation of the sidewalk. The City is required to enter into an agreement with UDOT to receive the approved funding for the sidewalk improvements on SR 107 from 75 West to 94 West.

Councilmember Young moved to approve the Cooperative Agreement with the Utah Department of Transportation (UDOT) for the Pedestrian Safety Sidewalk Program to allow the installation of sidewalk on SR 107 from 75 West to 94 West and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

APPROVAL OF RESOLUTION 2013R-15 APPOINTING POLLWORKERS AND SETTING THE POLLING PLACES FOR THE MUNICIPAL ELECTIONS BEING HELD IN AUGUST AND NOVEMBER

State Law (U.C.A. § 20A-5-602 and § 20A-5-301) required the City Council to appoint poll workers and set the polling places prior to a municipal election. The Municipal Primary Election would be held August 13, 2013 and the Municipal General Election would be held on November 5, 2013.

Councilmember Shepherd moved to approve Resolution 2013R-15 appointing poll workers and setting the polling places for the Municipal Elections as recommended by the City Recorder and allow the City Recorder to make additions and corrections as needed and authorize the Mayor's signature to any necessary documents, seconded by Councilmember LeBaron. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray, Shepherd and Young. Voting NO – None.

COMMUNICATION ITEMS

Mayor Wood

1. Informed the Council that Bob Wylie, Administrative Services Director, had accepted a position with Draper City. He indicated this would be the last City Council he would be attending. He reported the City had received numerous awards while Mr. Wylie was with the City and commented they were displayed on a wall in the finance department. He mentioned Mr. Wylie would have the opportunity to spend more time with his family and continue with his humanitarian work with a shorter commute.
2. Informed the Council Valerie Claussen, Development Services Manager, would also be leaving the City. He reported Ms. Claussen had a Master's Degree in Public Administration and had accepted a

position in Pleasant View as the Assistant City Administrator. He mentioned this opportunity would be beneficial to her long term career plans.

3. Reported Tracy Hollinshead, Administrative Assistant, would also be leaving Clearfield City due to a transfer associated with her husband's employment.

4. Reported Lana Bingham, Court Clerk, was also presented with another employment opportunity with the Juvenile Court and would be leaving employment with the City.

5. Expressed appreciation to staff and Council for their efforts associated with the July 4 celebration. He specifically mentioned Councilmember Shepherd as he was the liaison for the City Council on the committee, Councilmember Murray and Pat Murray for their efforts for assembling three floats for the Parade.

6. Expressed appreciation to the Council for their participation in the dinner with dignitaries from Hill Air Force Base. He encouraged future staff and elected officials to continue with the tradition of inviting leadership from the Base to set off the fireworks display.

7. Informed the Council he had attended a luncheon at Job Corps. He announced the new authorized capacity at the facility was 800 students with 600 currently attending. He stated their enrollment was contingent upon referrals as they weren't allowed to advertise for students. He expressed Job Corps' concern the new capacity could be changed to 600 if additional students didn't enroll. He reported the Center had expressed a desire for female students and indicated there were many educational opportunities for women offered at the Center. He emphasized the students didn't have to live at the Center to participate in the educational opportunities offered there; they were allowed to reside at home or off campus, if they desired.

Councilmember Bush

1. Stated he enjoyed attending the Fourth of July events and indicated he enjoyed watching the pie eating contest and expressed appreciation to Eric Howes, Community Services Director, and his staff.

2. Reported he had attended the Robin Hood production at the amphitheater and stated it was an enjoyable performance. He requested his thanks be passed on to the appropriate employees.

3. Stated the sod recently installed at the West Park Village Park looked very nice.

4. Expressed good luck to Bob Wylie and Valerie Claussen in their new employment endeavors.

5. Reported the Wasatch Front Regional Council would be accepting public comment at open houses regarding the local and regional transportation improvement plans. He mentioned the 300 North road was included in the plans. He announced the open houses were scheduled for Thursday, July 18, 2013 in Farmington, July 22, 2013, Weber County Commission, and August 1, 2013, Salt Lake County.

Councilmember LeBaron

1. Expressed thanks to Councilmembers Shepherd and Murray for their efforts for a successful Fourth of July celebration. He stated he loved the entertainment.

2. Expressed appreciation to Eric Howes, Community Services Director, for the efforts of his staff that worked on the Fourth of July to ensure a successful celebration.

3. Wished Bob Wylie, Administrative Services Director, and Valerie Claussen, Development Services Manager, success in their new employment opportunities. He complimented each one mentioning their professionalism and skill set brought to their positions.

Councilmember Murray – nothing to report.

Councilmember Shepherd

1. Expressed appreciation to everyone involved in a successful Fourth of July celebration. He believed the overall feedback from members of the community was overwhelmingly positive and shared an email he received complimenting the City's fireworks display. He indicated he had also received positive feedback specific to the entertainment. He mentioned the Clearfield celebration was the cover page for Royal Bliss's webpage.

2. Stated he would miss working with Bob Wylie and Valerie Claussen and wished each of them good luck with their new employment endeavors.

Councilmember Young

1. Thanked the staff for their efforts for a successful Fourth of July.
2. Expressed appreciation to those who were leaving the City for other employment opportunities.

Adam Lenhard, City Manager –

1. Mentioned the monthly update sent to the Council earlier in the day contained information regarding personnel changes in the City. He stated it also contained results from the Justice Court audit.
2. He expressed appreciation to Bob Wylie and Valerie Claussen for all they had done for the City and expressed congratulations to them both.
3. Expressed appreciation to all City staff for its efforts to ensure a successful Fourth of July.

STAFFS' REPORTS

Nancy Dean, City Recorder

1. Informed the Council of the following meeting schedule:
 - The work session planned for Tuesday, July 16, 2013 might be cancelled because it would be contingent on the outcome of the Planning Commission meeting.
 - The policy session scheduled for Tuesday, July 23, 2013, was tentatively cancelled due to a lack of items.
 - No meeting was scheduled for Tuesday, July 30, 2013 at this time.
 - Announced a work session was scheduled for Tuesday, August 6, 2013.
2. Reminded the Council election signs would be allowed to be displayed beginning Sunday, July 14, 2013.
3. Announced Early Voting would begin in City Hall on Tuesday, July 30, 2013 and the Primary Election would take place on Tuesday, August 13, 2013. She announced the polling locations were City Hall, Holt Elementary and Antelope Elementary.

Brian Brower, City Attorney – Announced he would be out of town the week of July 14, 2013 – July 21, 2013 and reported he would not have cell phone service.

Valerie Claussen, Development Services Manager – Expressed appreciation for the opportunities she had in working with each member of the City Council and members of staff. She hoped she was leaving Clearfield City better than how she found it due to her best efforts in planning and community development. She stated it had been a privilege to work at Clearfield City and indicated the opportunity ahead of her made leaving bittersweet.

Bob Wylie, Administrative Services Director – Expressed appreciation for the 9 ½ years he had been employed by the City and thanked members of the City Council for the opportunity. He reported he calculated he had driven one quarter of one million miles during that time. He stated he had enjoyed his time at Clearfield City and expressed appreciation to all employees. He expressed his confidence in the employees of the finance department and believed they would see the audit was successfully completed. He also expressed confidence in human resources and information technology staff for a smooth transition. He stated he was glad to be leaving the City in good financial shape.

There being no further business to come before the Council Councilmember Shepherd moved to adjourn at 8:08 p.m., seconded by Councilmember Murray. All voting AYE.

**APPROVED AND ADOPTED
This 20th day of August, 2013**

/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, July 9, 2013.