

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. REGULAR SESSION
September 10, 2013

| | | |
|----------------|----------------|-------------------------------------|
| PRESIDING: | Don Wood | Mayor |
| PRESENT: | Kent Bush | Councilmember |
| | Mike LeBaron | Councilmember |
| | Kathryn Murray | Councilmember |
| | Bruce Young | Councilmember |
| EXCUSED: | Mark Shepherd | Councilmember |
| STAFF PRESENT: | Adam Lenhard | City Manager |
| | JJ Allen | Assistant City Manager |
| | Brian Brower | City Attorney |
| | Scott Hodge | Public Works Director |
| | Kim Dabb | Operations Manager |
| | Greg Krusi | Police Chief |
| | Eric Howes | Community Services Director |
| | Summer Palmer | Acting Administrative Services Dir. |
| | Steve Guy | City Treasurer |
| | Jessica Hardy | Accountant |
| | Nancy Dean | City Recorder |
| | Kim Read | Deputy City Recorder |

VISITORS: Joy Brown – American Legion, Lee Schaffer, Shannon Anderson, Jennifer Wade, Richard Knapp

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.

Councilmember LeBaron conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE AUGUST 16, 2013 WORK SESSION, THE AUGUST 20, 2013 WORK SESSION, THE AUGUST 20, 2013 SPECIAL SESSION AND THE AUGUST 21, 2013 WORK SESSION

Councilmember Bush moved to approve the minutes from the August 16, 2013 work session, the August 20, 2013 work session, the August 20, 2013 special session and the August 21, 2013 work session as written, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None. Councilmember Shepherd was not present for the vote.

PUBLIC HEARING ON FSP 1307-0004, A REQUEST BY MARK THAYNE, ON BEHALF OF EVERGREEN HOLDING, LLC, FOR A FINAL SUBDIVISION PLAT TO SUBDIVIDE A COMBINED ACREAGE OF 6.91 ACRES INTO TWO PHASES WITH A TOTAL OF 27 LOTS THAT WILL BE KNOWN AS THE JON'S PARK SUBDIVISION PHASE 1 AND PHASE 2

The developer asked for some additional time to finalize some items before the Council makes a determination on the item.

Mayor Wood declared the public hearing open at 7:08 p.m.

Mayor Wood asked for public comments.

There were no public comments.

Councilmember LeBaron moved to continue the public hearing until the City Council Meeting scheduled for October 8, 2013, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None. Councilmember Shepherd was not present for the vote.

CITIZEN COMMENTS

There were no citizen comments.

APPOINTMENT OF RICHARD KNAPP AS THE ADMINISTRATIVE SERVICES DIRECTOR

Mayor Wood reminded the Council Bob Wylie, former Administrative Services Director, had accepted a similar job at another municipality. He explained Mr. Wylie's new position resulted in a shorter commute which would greatly increase the quality of life for him and his family.

Adam Lenhard, City Manager, explained during the recruitment process a large number of highly qualified applications were received. He stated a select number of those were interviewed and expressed his opinion Richard Knapp was the best qualified for the position. He reported Mr. Knapp would be coming to the City from White Fish, Montana as the Assistant City Manager/Finance Director. He mentioned he had also served as the Finance Director with Cedar Hills, Utah and as City Manager of Bluffdale City, Utah. He recommended the hiring of Richard Knapp as the Administrative Services Director, with the advice and consent of the City Council.

JJ Allen, Assistant City Manager, arrived at 7:11 p.m.

Councilmember Young moved to approve the appointment of Richard Knapp as the Administrative Services Director, seconded by Councilmember Murray. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None. Councilmember Shepherd was not present for the vote.

Richard Knapp addressed the Council and expressed his excitement at being appointed as the new Administrative Services Director. He expressed his gratitude for the opportunity and stated he desired to make Clearfield City a better place for its residents and staff.

APPROVAL OF A PROCLAMATION DECLARING SEPTEMBER 2013 AS
“ATTENDANCE AWARENESS MONTH” IN CLEARFIELD CITY

Mayor Wood explained the City had received a request from the Davis School District to approve a proclamation regarding student attendance since it was a significant contributor to students graduating from high school. He expressed his opinion that Clearfield City as a community partner should in every way be supportive of the School District’s effort.

Councilmember Murray indicated she could not approve the proclamation and emphasized her vote did not mean she did not approve of education or that she believed that children did not need to attend school. Her vote was specifically tied to the proclamation’s assertion that the only way the students could learn was if they were in school, sitting in a seat and were only absent three days of the school year. She emphasized although she couldn’t support the proclamation, she was in support of education.

Councilmember LeBaron stated he was grateful for the public education system and expressed his appreciation to teachers, support staff and parents of students attending the local schools. He mentioned he was grateful for those individuals willing to educate his children.

Councilmember LeBaron moved to approve a Proclamation declaring September 2013 as “Attendance Awareness Month” in Clearfield City and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron and Young. Voting NO – Councilmember Murray. Councilmember Shepherd was not present for the vote.

COMMUNICATION ITEMS

Mayor Wood – Informed the Council the City had once again purchased a table and participated in the Davis County Gala on Thursday, September 5, 2013. He announced this year’s beneficiary of the funds raised at the Gala was the Boys’ and Girls’ Clubs of America. He informed the Council who had attended the gala on behalf of the City: Keri and Charlie Benson, involved with the Children’s Choir, Donna and Jeremy Bisseger, Children’s Choir, Deanna and Daniel Gardner, Children’s Theatre, Ginger and Sean Myers, Recreation Programmer for youth programs.

Councilmember Bush

1. Informed the Council he had attended the Parks & Recreation Commission meeting on Wednesday, August 21, 2013. He complimented Eric Howes, Community Services Director, and his staff, as well as the other commission members and mentioned they had accepted their responsibilities seriously and believed there were beneficial things happening with the City’s Recreation programs.

2. Reported he had attended the informative field trip at the North Davis Sewer District's facility on both Wednesday, August 21, 2013 and Thursday, August 22, 2013, during which the lids were being replaced on the digesters. He mentioned it was very interesting to observe the crane lifting the lids.
3. Announced he had sponsored a citizen meeting on Thursday, August 29, 2013 at Steed Park during which discussions took place relative to the TOD site and activities taking place at the Park.
4. Informed the Council that he had been invited and had taken the opportunity with his grandsons to ride the train up Spanish Fork Canyon on Thursday, September 5, 2013. He commented it was a fun activity.
5. Complimented Scott Hodge, Public Works Director, on completing the Locust Street improvements. He stated his parents lived on that road and he had received many comments from those residents and complimented the contractors.
6. Reminded the Council that the North Davis Sewer District would be conducting a public hearing relative to Impact Fee increases on Thursday, September 12, 2013, beginning at 6:00 p.m.
7. Requested he be excused from the October 8, 2013 City Council meeting because he would be attending the National Water Conference with the North Davis Sewer District.

Councilmember LeBaron – nothing to report.

Councilmember Murray – Welcomed Richard Knapp to the City.

Councilmember Young – nothing to report.

Adam Lenhard, City Manager

1. Stated he had some current updates specific to the 200 South/Center Street overpass which would be discussed during the work session following the policy session. He mentioned the City had been working to address traffic issues associated with the bridge's closing which was complicated by the SR 193 construction. He mentioned a press release had recently been sent out.
2. Informed the Council that a neighborhood meeting would take place on Wednesday, September 11, 2013, 6:30 p.m. in the multi-purpose room regarding the 550 East Street project. He stated the purpose of the meeting would be to share information with residents and keep them informed of the impacts to the residents.

STAFFS' REPORTS

Nancy Dean, City Recorder

1. Informed the Council of the following meeting schedule:
 - no work session was scheduled for Tuesday, September 17, 2013
 - policy session scheduled for Tuesday, September 24, 2013.
2. Reported Councilmembers Bush and Shepherd would be attending the Utah League meetings this week.

Eric Howes, Community Services Director – Updated the Council on the following projects most recently completed at some City Parks:

- the new bleachers had arrived and were currently being assembled by staff
- the new tables, benches and trash receptacles had been ordered
- new playground equipment had also been ordered for Island View Park and believed it would be a major improvement to the park facility. He announced the public would be invited to volunteer to complete the installation of the equipment and indicated it would take place either on Saturday, October 26, 2013 or Saturday, November 2, 2013, depending on the delivery date of the materials

Councilmember LeBaron moved to adjourn the regular session and reconvene in a work session at 7:27 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Young. Voting NO – None. Councilmember Shepherd was not present for the vote.

**APPROVED AND ADOPTED
This 24th day of September, 2013**

Don Wood, Mayor

ATTEST:

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, September 10, 2013.

Nancy R. Dean, City Recorder