

CLEARFIELD CITY COUNCIL MEETING MINUTES  
7:00 P.M. REGULAR SESSION  
September 24, 2013

PRESIDING:	Bruce Young	Mayor Pro Tem
PRESENT:	Kent Bush Mike LeBaron Kathryn Murray Mark Shepherd	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Don Wood	Mayor
STAFF PRESENT:	Brian Brower Scott Hodge Greg Krusi Eric Howes Rich Knapp Scott Hess Chris Horrocks	City Attorney Public Works Director Police Chief Community Services Director Administrative Services Director Development Services Manager Building Permit Specialist
EXCUSED:	Adam Lenhard JJ Allen Nancy Dean Kim Read	City Manager Assistant City Manager City Recorder Deputy City Recorder

VISITORS: Clearfield Boy Scout Troop 582, Keri Benson – City Council Candidate, Gary Baldwin – Mayoral Candidate, Robert Browning

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

Councilmember Murray conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 10, 2013 REGULAR SESSION

**Councilmember LeBaron moved to approve the minutes from the September 10, 2013 regular session as written, seconded by Councilmember Shepherd. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, LeBaron, Murray and Shepherd. Voting NO – None.**

CITIZEN COMMENTS

Robert Browning, resident, expressed concern regarding the City’s efforts in communicating information to its residents. He stated he frequently reviewed the agenda a few days prior to the meetings and had perused the CAPER located in the Community Development Department. He

mentioned programs similar to that of Community Development Block Grant (CDBG) had the opportunity to directly benefit the residents and expressed concern no citizen comments had been received during the comment period. He challenged the City to continually look for ways to use the City's website, newsletter and other media to inform residents.

Mayor Pro Tem Young inquired if Mr. Browning was aware that the CAPER was reflective of implementing the CDBG plan and program. Mr. Browning believed the CDBG program and funding could directly make a difference to the City's residents.

Councilmember LeBaron commented the City's current website could be difficult to navigate and reported the City was currently in the process of updating the website to be more user friendly with a desired goal that information could be obtained within three clicks. He believed this tool would be a significant advantage to residents looking for information specific to the City.

Mayor Pro Tem Young pointed out specifications to the CDBG program required noticed public hearings for accepting the CAPER and the initial CDBG Action Plans. He emphasized these were advertised and took place during regular City Council meetings which allowed comments from the public.

Gary Baldwin, mayoral candidate, requested clarification on the cost of the 200 South road improvements. Councilmember Murray couldn't recall the exact figure but believed it was less than one million dollars. Mayor Pro Tem Young indicated Scott Hodge, Public Works Director, could research and provide the figures.

Mr. Baldwin inquired about the engineering fees associated with the Barlow Street project and why the City used the same engineering firm on all projects. Mayor Pro Tem Young responded the City completed the bid process to select engineering services for a designated time period. Mr. Baldwin suggested the City could use engineering students from Weber State to complete the necessary engineering work. Councilmember LeBaron responded City projects required a professional engineering license and briefly reviewed the criteria to obtain the necessary credentials. He surmised engineering students were not qualified.

Councilmember Bush pointed out the advantages associated in being familiar with the City's infrastructure on behalf of the engineer.

Mayor Pro Tem Young announced he received an anonymous citizen comment form which he would read into the record: Fluoride in the drinking water – Take it out!

APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) FOR  
PROGRAM YEAR JULY 1, 2012 TO JUNE 30, 2013

Scott Hess, Development Services Manager, stated the Council received a copy of the 2012/2013 Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER), which explained how the City carried out its CDBG program strategies,

programs and activities. He stated it identified expenditures associated with the \$217,184 which had been appropriated. Citizens were given the opportunity to review the plan in the Community Development Department from August 21, 2013 to September 5, 2013. No public comments were received. He read a statement prepared by Stacy Millgate, CDBG Coordinator; "During the 2012/2013 Program Year, Clearfield City received \$7,355 more than the previous year. During both years the City had provided funding to the Clearfield Youth Resource Center and Family Connection Center. This year funding was provided for Davis Community Learning Center, whereas last year funds went to the Davis County Housing Authority. The City also allocated funds for the Administration's staff and completed two separate infrastructure projects, 100 North in 2012 and Locust Street in 2013, with the majority of those funds going to the infrastructure projects as per CDBG guidelines that only fifteen percent of the fund in total could be spent on soft costs or service provision."

**Councilmember Shepherd moved to approve the Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER) 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 Pro Tem Young* – nothing to report.

#### ***Councilmember Bush***

1. Stated he attended the Utah League of Cities and Towns conference a few weeks ago and indicated he had emailed the Council his notes earlier in the day.
2. Reported he attended a meeting with residents from 550 East. He believed it was successful in educating the residents regarding the improvements which would be completed next year.
3. Informed the Council that the North Davis Sewer District had approved the new Impact Fee Schedule. He stated no public comments were made. He pointed out the new fee schedule would be implemented 90 days after passage which would be December 12, 2013.
4. Announced the Parks & Recreation Commission had selected the Yard of the Year winner at its meeting on Wednesday, September 18, 2013.
5. Informed the Council that Curtis Dickson, Community Services Deputy Director, had been assembling the new bleachers for the parks. He expressed his opinion the illustrations and instructions were difficult to follow.
6. Indicated he had attended the car show and carnival at Chancellor Garden and Rocky Mountain Healthcare facilities. He commented there were nice looking cars on display and there was good food to enjoy.
7. Announced he would be walking to school with students attending Doxey Elementary on Wednesday, September 25, 2013.

***Councilmember LeBaron*** – expressed his opinion the feedback by staff involved with the redesign of the website was very insightful. He believed the new site would be user friendly allowing citizens' input prior to its completion. He stated it would be a great communication tool.

***Councilmember Murray*** – nothing to report.

***Councilmember Shepherd***

1. Reported he had also attended the Utah League of Cities and Towns meetings.
2. Announced the new leadership for the Kiwanis Club would be installed at the next meeting on Thursday, September 26, 2013.

**STAFFS' REPORTS**

***Brian Brower, City Attorney*** – Reported on the repair of the Center Street/200 South Overpass. He clarified the bridge itself was not in need of repair; rather that of the land slide or sloughing of soil from the south embankment on the east side. He indicated the bridge was closed just a little over a week. He stated two soil engineers were consulted and although the structure was sound, they both recommended closure of the bridge to eliminate any additional erosion caused by vibration from vehicular traffic. He stated an emergency procurement process had been completed and announced Scott Hodge, Public Works Director, would update the Council on the process.

***Scott Hodge, Public Works Director*** – Reminded the Council of the informal direction to staff to proceed with the repair of the embankment repair associated with the Center Street/200 South Overpass. He stated staff solicited proposals from three different contractors. He stated the lowest bid was \$47,550, the next bid was \$47,900 and the last bid was \$75,800. He explained as part of the proposal the City inquired as to how quickly the contractor could begin the repair work in addition to analyzing the dollar amounts in the proposal. He reported the contractor which had submitted the bid of \$47,900 stated they could begin work on Sunday and after analyzing the bid figures, believed it was the best proposal. He announced the cost to complete the repair was actually less than the submitted proposal. Mr. Brower pointed out the difference in line items included the proposals submitted by the two lowest contractors specific to the unit costs associated with fill product. He continued even with the \$2,100 change order, the repair cost to the City was ultimately cheaper than if the City had gone with the lowest proposal. He requested any questions regarding the repair cost be directed to himself or Mr. Hodge. Councilmember Bush asked if the sprinkling system associated with the erosion/land slide had been addressed. Eric Howes, Community Services Director, responded the sprinkler issue had been addressed.

Councilmember Bush welcomed the Boy Scouts to the meeting.

Mayor Pro Tem Young expressed appreciation to the Boy Scout leaders.

**There being no further business to come before the Council Councilmember Murray moved to adjourn at 7:35 p.m., seconded by Councilmember LeBaron. All voting AYE.**

**APPROVED AND ADOPTED  
This 8<sup>th</sup> day of October, 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, September 24, 2013.

/s/Nancy R. Dean, City Recorder