

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK SESSION  
June 24, 2014

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Keri Benson	Councilmember
	Kent Bush	Councilmember
	Ron Jones	Councilmember
	Mike LeBaron	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Scott Hodge	Public Works Director
	Rich Knapp	Administrative Services Director
	Jessica Hardy	Budget Analyst
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Greg Walkenhorst – Waste Management of Utah, Lance Allen – Waste Management of Utah, Josh Hughes – Mountain West Curbside Recycling, Robb Kelly – Mountain West Curbside Recycling, Kathryn Murray

DISCUSSION ON THE SOLID WASTE COLLECTION CONTRACT, CURBSIDE RECYCLING AND GREEN WASTE

Rich Knapp, Administrative Services Director, reported the City had been using Waste Management as its solid waste collector since 2003. He added a Request for Proposal had been solicited in 2012 for the services and the awarded contract at that time was for two years with three, one year renewal options. He stated it would be staff’s recommendation to renew the contract at this time for one year. He added the extension allowed a rate increase from \$4.38 to \$4.45 for the first can. He reported the garbage fund was healthy and could absorb that cost and staff was recommending no rate increase to the residents at this time.

Councilmember Bush inquired if the City had the option to renew the contract longer than the one year option at this time. Mayor Shepherd believed the City didn’t have time to solicit new proposals since the current contract would expire July 1, 2014. He believed the City should solicit a Request for Proposals next year prior to expiration of the contract renewal since the City would have contracted with Waste Management for three years. Mr. Knapp mentioned the City had requested an extension of three years and reported Waste Management’s preference was for

just a one year extension. He mentioned the utility department received very few complaints regarding the curbside trash collection provided by Waste Management.

Mr. Knapp introduced Greg Walkenhorst and Lance Allen from Waste Management to the Council. Adam Lenhard, City Manager, requested they share information about Waste Management and its operations in Clearfield. Mr. Walkenhorst explained Waste Management began servicing Clearfield City in 2003 from its West Haven location. He reported it also took over ownership and maintenance of the City's residential containers at that time. Mr. Knapp stated no council action was needed for extending the contract.

Mr. Knapp reported the utility department often received requests about the opportunity for a curbside recycling program. He continued the response had historically been the City was affiliated with Wasatch Integrated (burn plant) which burned approximately fifty percent of the collected waste which was converted to energy used by Hill Air Force Base. He emphasized staff was not recommending a curbside recycling program at this time and shared a list of pros and cons associated with a recycling program. He mentioned it wouldn't be cost effective to implement recycling at this time. A discussion took place regarding recycling programs and corresponding costs.

Mr. Walkenhorst reported Waste Management offered cardboard, paper, plastic containers, recycling and green waste recycling. He mentioned there were two reasons to recycle: lower tipping fees as well as the environmental aspect.

Mr. Lenhard asked the Council if it believed there was an interest in both curbside recycling in a single container and also green waste recycling. Councilmember LeBaron mentioned he had received inquiries from residents living in his area. JJ Allen, Assistant City Manager, reported he recently toured Wasatch Integrated and officials there had requested cities offer a curbside green waste recycling program as burning green waste wasn't effective.

Councilmember Benson reported she had received a number of questions regarding recycling during her campaign for City Council. Councilmember Bush added he too had residents asking the same of him. Councilmember Young inquired about the opt-out option. Mayor Shepherd believed the City wouldn't want to offer an opt in or out option. Lance Allen, Waste Management, responded it was difficult to push a recycling program citywide. He mentioned twenty percent of residents opted out of participating in a recycling program. A discussion took place about the costs associated with participation levels and the different recycling options.

The Council directed staff to further research recycling costs and options.

Mr. Allen and Mr. Walkenhorst left the meeting at 6:28 p.m.

#### DISCUSSION ON THE 2013/2014 FISCAL YEAR BUDGET AMENDMENTS

Rich Knapp, Administrative Services Director, distributed a handout and reviewed the proposed budget amendments with the Council.

He reported the City was now being required to recognize its costs associated with all City facilities for water usage/consumption so the budget was being amended to account for that cost. He stated most of the estimated \$350,000 cost was associated with the irrigation of City properties. He anticipated actual costs would be lower than that amount estimated. He clarified putting the cost in the budget was merely an accounting technicality. Mr. Lenhard mentioned it was the City's goal to meter water used for park irrigation in the future to have an accurate accounting. JJ Allen, Assistant City Manager, pointed out metering would also reflect potential water losses. Mr. Knapp also mentioned that issue was brought up during the City's bond rating last fall.

Mr. Knapp reviewed amendments regarding the CDRA budget.

#### DISCUSSION ON THE CEMETERY POLICY

Eric Howes, Community Services Director, informed the Council of the recent situation experienced by City staff regarding a grave not being prepared for a Saturday burial and reviewed the City's policy. He reviewed the City's procedures with the Council and explained the major adjustments being made to the policy. He believed the changes would eliminate problems associated with weekend burials in the future.

He reported on costs associated with Saturday burials and shared a brief comparison from other entities with the Council. He believed the City wasn't charging enough to cover its costs and proposed a fee increase. He requested direction from the Council.

Councilmember LeBaron didn't want the City to profit from burying people in the City cemetery. He suggested the City only charge its actual costs. Councilmember Young, Jones and Benson expressed agreement with Councilmember LeBaron's remarks. Mr. Lenhard directed Mr. Howes to get with Human Resources to determine an actual cost and propose amendments to the Consolidated Fee Schedule. He also recommended changes for afternoon burials. The Council emphasized the importance of educating the consumer and expressed its support for the increase to cover the City's costs.

Mr. Howes also suggested an increase for plot transfer fees specific to cemetery plots and shared a specific example regarding plot transfer fees. He reminded the Council that the City's current fee was the difference between the purchase price for resident and non-resident at the original time of purchase. He reported staff was experiencing challenges in implementing the transfer fee because of the difficulty in determining the original cost. Mr. Howes proposed a new plot transfer fee of \$100 within the first year of purchase and after one year the transfer fee would be \$10. He summarized people generally wouldn't want to make that type of purchase in someone else's name for a long period of time. The Council expressed agreement with the proposal.

**Councilmember Benson moved to adjourn the work session and reconvene in a CDRA work session at 6:58 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Benson, Bush, Jones, LeBaron and Young. Voting NO – None.**

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

**APPROVED AND ADOPTED  
This 12<sup>th</sup> day of August, 2014**

**/s/Mark R. Shepherd, 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, June 24, 2014.

/s/Nancy R. Dean, City Recorder