

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
December 13, 2016

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush Vern Phipps Tim Roper Bruce Young	Councilmember Councilmember Councilmember Councilmember
EXCUSED:	Nike Peterson	Councilmember
STAFF PRESENT:	Adam Lenhard JJ Allen Stuart Williams Scott Hodge Spencer Brimley Greg Krusi Eric Howes Curtis Dickson Summer Palmer Rich Knapp Terrence Jackson Trevor Cahoon Nancy Dean	City Manager Assistant City Manager City Attorney Public Works Director Development Services Manager Police Chief Community Services Director Community Services Deputy Dir. Administrative Services Director Finance Manager IT Manager Communications Coordinator City Recorder
EXCUSED:	Kim Read	Deputy City Recorder

VISITORS: Kenneth McDaniel, Amaree McDaniel, Azavier McDaniel – Football Team, Moriah Hastie – Football Team, Shelby Atkins – Football Team, Hayden Knigh – Football Team, Ominae Toafe – Football Team, Savanah & Ryan Bergeson – Football Team, Anthony Solis – Football Team, Suka Hanisi – Football Team, JJ Hastie – Football Team, Tony Belford – Football Team, Kelly Franklin – Orbital ATK, Bob Bercher, Stuart Jones, Marley Toafe – Football Team

Mayor Shepherd called the meeting to order at 7:00 p.m.

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

Councilmember Bush conducted the Opening Ceremony.

APPROVAL OF THE MINUTES FROM THE OCTOBER 11, 2016, OCTOBER 18, 2016, OCTOBER 25, 2016, NOVEMBER 8, 2016, AND THE NOVEMBER 22, 2016 WORK SESSIONS, THE NOVEMBER 22, 2016 POLICY SESSION AND THE DECEMBER 6, 2016 SPECIAL SESSION

Councilmember Young moved to approve the minutes from the October 11, 2016, October 18, 2016, October 25, 2016, November 8, 2016, and the November 22, 2016 work sessions, the November 22, 2016 policy session, and the December 6, 2016 special session as written, seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Young. Voting NO – None.
Councilmember Peterson was not present for the vote.

RECOGNITION OF CLEARFIELD’S YOUTH FOOTBALL TEAM

Clearfield City’s Junior Mites Football Team consisting of seven and eight year olds had a successful season and advanced to the Wasatch Front Football League (WFFL) Mini-Bowl Championship game at Weber State University on Saturday, October 29, 2016. Mayor Shepherd and the City Council recognized the players and coaches for their achievement. Members of the team were presented with Certificates of Achievement.

Councilmember Bush moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 7:15 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

The minutes for the CDRA are in a separate location

The City Council reconvened at 7:23 p.m.

PUBLIC HEARING TO AMEND THE FISCAL YEAR 2017 BUDGET

State Law required a public hearing before the City Council approved amendments to the City budget. Rich Knapp, Finance Manager, presented amendments for the Fiscal Year 2017 Budget.

Mr. Knapp reminded the Council of a previous discussion which took place during a work session in which the amendments to the budget had been discussed in great detail. He announced he would briefly summarize the amendments and mentioned the General Fund amendments would spend down excess reserves by an additional \$248,125:

- Hardware in IT
- Software
- Overtime adjustments
- Full time Communications Coordinator position
- Part time Marketing/Graphic Design Specialist in Community Services
- Energy Savings project

- Backhoe lease
- Vehicle replacement
- Mabey Pond – Park Impact Fee
- Vehicle replacement – Water Fund

Mayor Shepherd opened the public hearing at 7:24 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Young moved to close the public hearing at 7:25 p.m. seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

CITIZEN COMMENTS

There were no citizen comments.

APPROVAL OF RESOLUTION 2016R-27 ADOPTING AMENDMENTS TO THE FISCAL YEAR 2017 BUDGET

Councilmember Phipps moved to approve Resolution 2016R-27 adopting amendments to the Fiscal Year 2017 budget 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, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF THE FINAL SUBDIVISION PLAT FOR DOLLAR TREE LOCATED AT 567 AND 585 NORTH MAIN STREET

Spencer Brimley, Development Services Manager explained the Planning Commission previously approved the Site Plan for the Dollar Tree subdivision located at 567 and 585 North Main. The applicant desired to adjust the lot line farther north to increase the size of the southernmost parcel. The adjustment of the property line required approval through a legal subdivision process. Conditions of approval for the final plat are identical to those which were imposed and approved by the Planning Commission for the preliminary plat. The Planning Commission heard the request at its meeting on December 7, 2016 and recommended approval. He mentioned an easement would be put in place for the sewer line which would accommodate the development of both parcels. He emphasized the request was consistent with the General Plan and the zoning on the property.

Councilmember Bush moved to approve the Final Subdivision Plat for Dollar Tree located at 567 and 585 North Main Street and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Roper. The motion carried upon the following

vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF ORDINANCE 2016-10 AUTHORIZING THE AMENDMENT NO. 1 TO THE ATK EDA PROJECT AREA PLAN

The Project Area Plan for the ATK Economic Development Area (EDA) was adopted on July 25, 2011, to facilitate an expansion project by ATK’s aerospace structures division. However, the original boundaries of the Project Area did not currently match the properties that ATK actually came to occupy with its project, leaving the CDRA unable to capture the intended tax increment generated by the project. The primary purpose of the amendment was to match the boundaries of the Project Area with the properties that ATK actually occupied- removing two parcels from the Project Area and adding two others. The CDRA considered Amendment No. 1 to the ATK EDA Project Area Plan earlier in the meeting.

Councilmember Young moved to approve Ordinance 2016-10 authorizing the Amendment No. 1 to the ATK EDA Project Area Plan 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, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2016R-28 AUTHORIZING THE INTERLOCAL COOPERATIVE AGREEMENT WITH LAYTON CITY FOR INSTALLATION OF A HIGH INTENSITY ACTIVATED CROSSWALK SIGNAL (HAWK) LOCATED AT 1287 NORTH 2200 WEST, LAYTON

Scott Hodge, Public Works Director, explained Layton City had approached the City expressing its desire to install a pedestrian crossing on the Rail Trail using a High Intensity Activated crosswalk signal (HAWK) near 1287 North 2200 West, Layton. He stated the equipment needed to operate the HAWK on the west side of 2200 West would be installed in the street right-of-way which was in Clearfield City’s park strip area on the west side of 2200 West, Layton, known as 1000 East in Clearfield. The Interlocal Cooperative Agreement acknowledged that Clearfield City desired to cooperate with Layton City and allow the necessary use and access to Layton City in the Clearfield City right-of-way. Layton City would install and maintain all of the HAWK signal equipment.

Councilmember Roper moved to approve Resolution 2016R-28 authorizing the Interlocal Cooperative Agreement with Layton City for use of Clearfield City right-of-way for a HAWK Crossing Signal Pole and Associated Improvements near 1287 North 2200 West, Layton; 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, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

APPROVAL OF RESOLUTION 2016R-29 AUTHORIZING A SPONSORSHIP FOR THE FALCONS ARE FABULOUS CAMPAIGN AT CLEARFIELD HIGH SCHOOL

The student-body of Clearfield High School conducted a spirit week every year known as Falcons Are Fabulous in which different school activities were combined with a fund raising opportunity to benefit the Davis Education Foundation Child Spree every fall. Clearfield High approached the City requesting use of the Aquatic Center as part of its campaign. This would be an in-kind sponsorship for use of the City's facility.

Mayor Shepherd reported CHS recently started its annual Falcons are Fabulous campaign. He stated the school requested use of the Aquatic Center on Wednesday, December 21, 2016. He expressed his opinion the sponsorship would be a worthwhile donation and suggested anything the City could do to help would be a huge benefit for the school. He announced its fund raising goal was \$25,000, which was a lofty goal. Councilmember Phipps inquired if the facility would be dedicated for student use and Mayor Shepherd responded in the affirmative. Councilmember Phipps asked if the students would be raising funds during the use of the Aquatic Center. Mayor Shepherd stated the use would be more of a party celebrating what the students' accomplishments during the campaign.

Councilmember Bush moved to approve Resolution 2016R-29 authorizing a sponsorship for the Falcons Are Fabulous campaign at Clearfield High School and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Young. Voting NO – None. Councilmember Peterson was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd – Wished a Merry Christmas to everyone.

Councilmember Bush – Expressed Merry Christmas and encourage everyone to be safe during the Holidays.

Councilmember Phipps

1. Thanked the staff and encouraged them to enjoy the holidays with their families.
2. Informed the Council that he would be out of town from Tuesday, December 20, 2016 until Tuesday, January 3, 2017.
3. Announced the Parks & Recreation Commission's Holiday Lighting contest had 18 nominations. He announced the Commission would be meeting on the 21st to judge the event.

Councilmember Young – Wished everyone a Merry Christmas and thanked staff for its good work.

Councilmember Roper –

1. Expressed appreciation for the opportunity to serve on the City Council.
2. Wished everyone a Merry Christmas and stated he was looking forward to next year.
3. Thanked staff for everything it did.

STAFF REPORTS

Adam Lenhard, City Manager – Stated the monthly update would be emailed to the Council following the meeting.

Nancy Dean, City Recorder

1. Reminded the Council of the City’s Christmas party scheduled for Friday, December 16, 2016 at 6:30 p.m.
2. Informed the Council that there were no meetings scheduled until Tuesday, January 10, 2017.

There being no further business to come before the Council, **Councilmember Bush moved to adjourn as the City Council and reconvene as the Community Development and Renewal Agency (CDRA) at 7:37 p.m., seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Roper and Young. Voting NO – None.** Councilmember Peterson was not present for the vote.

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This 10th day of January, 2017**

/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, December 13, 2016.

/s/Nancy R. Dean, City Recorder