

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
October 24, 2017

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

VISITORS: Tim Tippets, James Clouse, Emily Clouse, Ashley Neville, Ariel Littlewood, Julie Littlewood, Bob Bercher, Sandra Owen, Madge Peasley, Melissa Dunn, Matthew Dunn, Robert Stotts, Kathryn Murray, Brady Juggler – Planning Commission Chair

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 Open Comment Period there were forms to fill out by the door.

Councilmember Roper led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE OCTOBER 10, 2017 WORK SESSION AND THE OCTOBER 10, 2017 POLICY SESSION

Councilmember Bush moved to approve the minutes from the October 10, 2017 work session and the October 10, 2017 policy session, as written, seconded by Councilmember

Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

PRESENTATION OF THE YARD OF THE YEAR AWARDS

Mayor Shepherd and members of the Council presented awards for Yard of the Year to property owners Jim Clouse, Sandra Owen, Tim and Denise Tippets.

Mayor Shepherd stated each year Clearfield City sponsored a Yard of the Week contest throughout the City. He continued from those winners three yards were selected to receive the Yard of the Year Award. He expressed appreciation to all the residents who provided efforts in landscaping and maintaining their yards which contributed to the beauty of the neighborhoods throughout the City.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE SANDRIDGE APARTMENTS SUBDIVISION – FIRST AMENDED (CITY CENTRE APARTMENTS) LOCATED AT APPROXIMATELY 70 SOUTH STATE STREET

Spencer Brimley, Development Services Manager, stated the request was from City Centre Apartments formerly known as Sandridge Apartments. He noted the Sandridge Apartments Subdivision plat had been approved in 2015. He explained during demolition and the installation of infrastructure it was discovered that the orientation of the building would need to change because of the large utility lines in the area. Mr. Brimley continued the amendment for the plat had been requested to remove a public utility easement on the north end of the lot in order to accommodate the commercial space required by the Development Agreement. He mentioned the Planning Commission had heard and recommended the request for approval on October 4, 2017.

Mayor Shepherd declared the public hearing open at 7:11 p.m.

There were no public comments.

Councilmember Peterson moved to close the public hearing at 7:12 p.m. seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE REQUEST BY NORTH DAVIS FIRE DISTRICT’S ADMINISTRATION CONTROL BOARD TO REORGANIZE THE NORTH DAVIS FIRE DISTRICT FROM A SPECIAL SERVICE DISTRICT TO A LOCAL DISTRICT SERVICE AREA

Mayor Shepherd stated the North Davis Fire District Administrative Control Board requested the Clearfield City Council, as the North Davis Fire District’s governing body, reorganize the North Davis Fire District (NDFD) from a *Special Service District* to a *Local District Service Area*, as defined in title 17B, chapter 2a, part 9 of the Utah State Code.

He indicated the reorganization request was completely separate from the annexation of Sunset City into the District. He explained NDFD was currently set up so that any changes to

boundaries or approvals for tax rates would need additional approvals by the Clearfield City Council. Mayor Shepherd stated after ten years in operation, NDFD was ready to function on its own merit.

Mayor Shepherd declared the public hearing open at 7:12 p.m.

There were no public comments.

Councilmember Roper moved to close the public hearing at 7:13 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF THE SANDRIDGE APARTMENTS SUBDIVISION – FIRST AMENDED (CITY CENTRE APARTMENTS) LOCATED AT APPROXIMATELY 70 SOUTH STATE STREET

Councilmember Peterson moved to approve the Sandridge Apartments Subdivision – First Amended (City Centre Apartments) located at approximately 70 South State Street and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

APPROVAL OF ORDINANCE 2017-16 VACATING A STREET KNOWN AS 550 SOUTH STREET

Spencer Brimley, Community Development Manager, stated in 2015, the City Council held a public hearing to consider the vacation of 550 South Street. He indicated the vacation was approved along with the approval of the Clearfield City Shops Subdivision plat. He explained Davis County was requiring an ordinance vacating 550 South Street be passed before it would record the Clearfield City Shops Subdivision plat. Mr. Brimley acknowledged the request was before the Council to formalize the process required by the County to record the plat.

Councilmember Young moved to approve Ordinance 2017-16 vacating a street known as 550 South Street and authorize the Mayor’s signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Young. Voting NO – None.

APPROVAL OF THE AWARD OF BID FOR THE 18-INCH WATERLINE UNDER SR-193 PROJECT LOCATED AT APPROXIMATELY 1675 EAST SR-193 (700 SOUTH)

Scott Hodge, Public Works Director, stated the City solicited bids to replace a 16-inch water line and install a new 18-inch transmission waterline at approximately 1675 East SR-193 (700

South). He explained the new section of waterline would begin on the north side of SR-193 and head south under the road just east of the sundowner condos connecting to an existing 18-inch waterline farther south. Mr. Hodge reported bids were received from six contractors and the lowest responsible bid was from Claude H. Nix Construction with the bid amount of \$295,038. He continued the City engineers reviewed all bids and recommended approving the award of bid to Claude H. Nix Construction. He acknowledged there would be engineering fees and contingency funding for a total project cost of approximately \$370,000.

Councilmember Phipps asked if there would be a period of time that residents would have their water shut off when the waterline was installed. Mr. Hodge responded when the connections were made the water would need to be temporarily shut off. He commented the waterline fed a large portion of the City and thus would have a large impact; however, affected businesses and residents would be notified at least 24 hours in advance. He mentioned the City would attempt to minimize the impacts.

Councilmember Peterson questioned what the anticipated timeframe would be for the project to be started. Mr. Hodge responded a preconstruction meeting would be held with the awarded contractor and afterwards there would be a better timeline. He anticipated work might not begin until spring of 2018. Councilmember Peterson asked how long the project would take to complete once it started. Mr. Hodge answered similar projects had taken about 90 to 180 days. He estimated once work began it would be three to four months before completion.

Councilmember Phipps moved to approve the award of bid for the 18-inch Waterline under SR-193 Project to Claude H. Nix Construction for the bid amount of \$295,038, approve funding for the contingency and engineering costs of \$74,962 for a total project cost of \$370,000; 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, Peterson, Phipps, Roper and Young. Voting NO – None.

COMMUNICATION ITEMS

Mayor Shepherd

1. Thanked those who attended the Meet the Candidates Night on October 23, 2017 which allowed candidates a chance to meet and answer questions from residents.
2. Announced he would be out of town from October 31, 2017 until November 5, 2017.

Councilmember Bush – Reported he would be attending the National League of Cities Conference so he would not be in town for the Council meeting on November 14, 2017.

Councilmember Peterson

1. Reported North Davis Fire District (NDFD) held its first fire prevention night in Sunset City on October 9, 2017 and it was well attended.
2. Announced New Hope Fellowship Church, in conjunction with the Hope Center, was planning for its Children of Hope program and coordinating efforts for Christmas. She explained the program assisted families which would come up short on Christmas but might not qualify for assistance from other organizations. She continued approximately 750 to 1,000 children in the community would receive gifts. She suggested those wanting to help could get involved with the efforts by donating or volunteering services.

Councilmember Phipps

1. Thanked the Parks and Recreation Commission for its involvement with the yard of the year nominations and commended the efforts of those involved on a weekly basis throughout the season.
2. Reported Wasatch Integrated planned to use existing reserve funds for building the transfer station which should be under contract in the spring and anticipated for completion by the fall of 2018. He continued the next phase to update the landfill would be to build the recovery and material center which would extract the recoverable items from the waste stream. He commented without increasing taxes it could take two years or even longer before having the funds to complete the desired updates.
3. Acknowledged the HAFB Restoration Advisory Board announced there would be indoor air sampling. He noted Clearfield City specifically was not on the list of those cities requiring sampling. He explained the City had been tested so many times previously it would not be sampled because there was no conceivable potential of air contamination.

Councilmember Roper – Acknowledged there were eleven applicants interested in participating with the Youth Commission. He expressed his excitement to have adult volunteers that were also interested and planned to move forward holding a kick off meeting in the near future.

Councilmember Young – nothing to report.

STAFF REPORTS

Nancy Dean, City Recorder – reviewed the Council’s schedule:

- No Meetings scheduled for October 31, 2017 and November 7, 2017
- Work and Policy Session on November 14, 2017
- Work Session on November 21, 2017
- Work and Policy Session on November 28, 2017

Ms. Dean reminded all about Election Day on November 7, 2017. She announced there would be a gathering at City Hall for those interested in watching the preliminary results.

Councilmember Bush moved to adjourn policy session and reconvene in work session at 7:26 p.m., seconded by Councilmember Young. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Young. Voting NO – None.

APPROVED AND ADOPTED
This 14th day of November, 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, October 24, 2017.

/s/Nancy R. Dean, City Recorder