

CLEARFIELD CITY COUNCIL MEETING MINUTES  
7:00 P.M. POLICY SESSION  
August 14, 2018

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Randy B. Elliott – Davis County Commission Chair, P. Bret Millburn – Davis County Commission Vice Chair, James E. Smith – Davis County Commission, Mark Becraft – North Davis Fire District, John Taylor – North Davis Fire District, Bob Beecher, Brian Bloemen, Jared Hadley, Michael LeBaron, Kathryn Murray

Mayor Shepherd called the meeting to order at 7:03 p.m.

Mayor Shepherd informed the members of the audience that if they would like to comment during the Open Comment Period there were forms to fill out by the door.

Councilmember Bush led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE JULY 31, 2018 JOINT WORK SESSION, THE JULY 31, 2018 SPECIAL SESSION, AND THE AUGUST 1, 2018 NEIGHBORHOOD PARTY

Mayor Shepherd indicated the July 10, 2018 work session minutes were removed from the agenda for the Council’s consideration.

**Councilmember Phipps moved to approve the minutes from the July 31, 2018 joint work session, the July 31, 2018 Special Session, and the August 1, 2018 Neighborhood Party, as**

**written, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.**

#### OPEN COMMENT PERIOD

*Mike LeBaron*, resident, apologized he was not able to complete the form but his contact information was listed. He indicated he was in favor of the resolution the City Council would be considering later in the evening which would adopt and certify the tax rate for the North Davis Fire District. He expressed his admiration for fire fighters and police officers and the service they rendered. He stated those serving the Fire District deserved cost of living raises and the tax increase would allow those salaries and benefit increases.

Mayor Shepherd thanked Mr. LeBaron for his comments. He recognized the County Commissioners in attendance and asked if there was anything they would like to share.

*Randy B. Elliott*, Davis County Commission Chair, reported the commissioners desired to visit with each City and its residents, receive feedback about County needs, and work collaboratively with the City. He expressed his appreciation to the Council and mentioned the visits and serving on boards together had afforded good interactions thus far. He volunteered to meet with any interested residents following the meeting.

#### APPROVAL OF THE AWARD OF BID FOR THE 1425 WEST STREET ROADWAY IMPROVEMENT PROJECT

Scott Hodge, Public Works Director, reported the City solicited bids for the 1425 West Roadway Improvement Project. He stated the project was to install a new waterline from approximately 725 South to 975 South along 1425 West. He explained it was a residential area and the waterline had been servicing the area for approximately 35 years. He added it was undersized so the plan was to replace the existing 6-inch culinary waterline with a new 8-inch waterline. He continued the road pavement would also be replaced along with a small amount of curb, gutter, and sidewalk in damaged areas and a small section of storm drain would be added on the south end of the project area.

Mr. Hodge stated the City received seven bids and the lowest responsible bidder was Marsh Construction with a bid amount of \$458,363.65. He acknowledged the City's engineers had reviewed the bids and recommended it be awarded to Marsh Construction. He noted the City had previously done work with the contractor and there was a good working relationship.

Councilmember Phipps wondered if the waterline fed the entire subdivision or what area would benefit from the increased water flow. Mr. Hodge responded the primary beneficiaries would be those residents along 1425 West. He indicated the City's long range goals were to replace all the waterlines within the subdivision but only some had been replaced to date. Mr. Hodge reported there had been water leaks along 1425 West over the past few years; therefore, to reduce future problems a new waterline needed to be installed.

Mayor Shepherd asked about the timing of the project. Mr. Hodge said the City hoped it could be completed this fall but the timeline would be dependent upon the arrival of winter weather.

**Councilmember Thompson moved to approve the award of bid for the 1425 West Street Roadway Improvement Project to Marsh Construction for the bid amount of \$458,363.65; approve funding for the project bid amount with contingency and engineering costs of \$98,399, for a total project cost of \$556,762.65; 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 Thompson. Voting NO – None.**

APPROVAL OF RESOLUTION 2018R-12 ADOPTING AND CERTIFYING A TAX RATE FOR THE NORTH DAVIS FIRE DISTRICT'S 2018 TAX YEAR

Mark Becraft, North Davis Fire District (NDFD) Chief, stated he was directed by the NDFD Board to conduct a wage study. He noted statewide there had been a struggle with retaining those working in public safety especially police and fire. He indicated NDFD had a large amount of disparity in wages from other districts and as a result lost several firefighters during the last year. Chief Becraft acknowledged a local wage study was completed and in an effort to bring the District in line with other local districts and those in the Salt Lake Valley, the tax increase would be necessary. He mentioned the increase would only cover salary and benefit increases. He continued the District also had increases to its liability and health insurance costs during the past year, similar to the City. He added there were other budget cuts made so the tax increase would only be covering the cost of increased wages.

Mayor Shepherd elaborated funding for the Fire District came from property tax revenues. He mentioned there had not been enough growth in the District's area comprised of Clearfield and West Point to allow for additional property tax revenues. He noted NDFD had not had a property tax increase before. He commented cuts were made in some areas of the budget; however, a property tax increase was still needed because of the disparity in the District's salaries and the significant escalation of insurance costs. Mayor Shepherd added the increase would go directly towards salary and benefit increases for the firefighters. Chief Becraft noted ambulatory revenues were also down statewide and the District's main revenue stream was from a percentage of property tax. Mayor Shepherd stated he did not like to raise taxes but felt after an in depth review of the budget it was necessary to provide the wage increases so the District could retain qualified and trained staff by providing the deserved cost of living increases.

North Davis Fire District's Administrative Control Board advertised and held a public hearing for "Budgeting Property Tax" (truth-in-taxation) on Monday, August 6, 2018 regarding its certified tax rate. Mayor Shepherd commented as the governing body for the North Davis Fire District, the City Council would need to consider adopting and certifying the tax rate for the District's 2018 tax year and asked if there were any concerns.

Councilmember Phipps expressed his opinion fire personnel were underpaid for the work and services they provided. He indicated if the wage study showed the District was at the low end of an underpaid profession, then it should be resolved. He reasoned it would also be presumptuous

to overrule something that the District had adopted after all its efforts in conducting a wage study and budget adjustments.

Councilmember Roper recognized the NDFD worked hard, ran on a lean budget, and stated the Board based its decisions with the safety of the firefighters in mind. He added he was not a fan of tax increases, but the proposed increase would go directly where it mattered which was to the firefighters.

Mayor Shepherd noted he sat on the Board and had an opportunity to review the average salaries and it was disheartening to see how little firefighters get paid for their efforts to keep the community safe. He said they chose their profession because they loved it.

**Councilmember Roper moved to approve Resolution 2018R-12 adopting and certifying a tax rate for the North Davis Fire District's 2018 tax year 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 Thompson. Voting NO – None.**

## COMMUNICATION ITEMS

### *Mayor Shepherd*

1. Looked at a different style of housing option as he attended a tour in Salt Lake City earlier with Commissioner Elliott. He explained it was a unique concept of turning shipping containers into housing units. He stated there was pressure statewide to find affordable housing options and this was a new proposal. He commented it would be available to see at the Utah State Fair in September.
2. Planned to attend a tour of the Army Depot on August 15, 2018 with the Utah Defense Alliance.
3. Spoke at the Hope Center's annual backpack giveaway on August 11, 2018.

### *Councilmember Bush*

1. Attended the pop up party at Jacobsen Park on August 1, 2018.
2. Watched the Tour of Utah as it passed through the City quickly.
3. Attended the Hope Center's annual backpack giveaway on August 11, 2018. He expressed his opinion Pastor Brown did a great job in providing help to children in the community.

### *Councilmember Phipps*

1. Met with the Restoration Advisory Board for its quarterly meeting. He explained the committee dealt with ground water contamination from Hill Air Force Base. He explained there was a methane issue on 200 West which was a good problem. He elaborated the process used for mitigation created methane gas; however, even though it was not dangerous there was methane accumulating in the area. He reported it had been verified the methane had not permeated the roadbase or into any properties. He indicated the engineers were looking towards a mitigation plan. He expounded on the methods being considered to vent the gas and notified there could be construction in the area. He acknowledged the community was safe. He noted the Air Force took ground water contamination very seriously and were making strides to mitigate the issue. He recognized the problem was only in a small area of the City and other neighboring cities had larger areas impacted. He stated he would be happy to share more details with anyone interested.
2. Mentioned a recent news article had reported a code enforcement officer had lost her life while on duty. He commented the tragedy helped him appreciate what people working in municipal government

did each day for the public and the risks that were taken. He expressed his appreciation for staff and those that represented the City to the community.

***Councilmember Peterson***

1. Attended the Hope Center's annual backpack giveaway on August 11, 2018, as well, and appreciated the remarks made previously about Pastor Brown for the fellowship and work put into the event assisting children in the community to get ready for school.
2. Expressed condolences to Draper Fire Department and the Utah fire department family as a whole for the loss of a fireman reported earlier. She conveyed her appreciation for the services provided by local police and fire to the community.

***Councilmember Roper***

1. Thanked the County Commissioners for attending the meetings.
2. Expressed gratitude to the Fire Chief Mark Becraft and Deputy Chief John Taylor who were in attendance.
3. Reported receiving comments from residents who expressed appreciation to him that the City would bring a pop up neighborhood party to their area. He stated he was unable to attend on August 1, 2018 when it was at Jacobsen Park but heard it was appreciated by those in the neighborhood.

***Councilmember Thompson*** – updated the Council on mosquito abatement efforts. He indicated there was a new mosquito species that was a mammal feeder and laid “smart” eggs. He explained the eggs could be dormant in water for several years until it was warm enough and then they would hatch with the right depth and warmth of water. He cautioned these mosquitoes would feed all day long and could affect horses and agricultural growth; however, it was not found to carry the West Nile virus.

**STAFF REPORTS**

***JJ Allen, City Manager***

1. Expressed thanks to the County Commissioners for attending the meetings and mentioned it had been a pleasure to work with each of them.
2. Reported staff was preparing for the mid-year retreat planned for Thursday, August 23, 2018.
3. Commented he cheered on the cyclists as the Tour of Utah passed through the City on August 9, 2018.
4. Reported he distributed the monthly report last week.

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

- **Work Session on August 21, 2018**
- **Neighborhood Party on August 22, 2018 at North Steed Park**
- **Midyear Retreat on August 23, 2018**
- **Reminded about Utah League of Cities and Town meetings on September 12-14, 2018 and asked for notification from those planning to attend.**

***Trevor Cahoon, Communication Coordinator*** – reviewed upcoming events inviting the Council to attend the Neighborhood Party at Train Watch Park on Thursday, August 16, 2018, the Neighborhood Party at North Steed Park on Wednesday, August 22, 2018 both held from 6:00 p.m. to 7:00 p.m., and the ribbon cutting ceremony for the City's Maintenance and Operations Center at 497 South Main on Wednesday, August 16, 2018 beginning at 9:00 a.m.

There being no further business to come before the Council, **Councilmember Peterson moved to adjourn the policy session and reconvene in work session at 7:34 p.m., seconded by Councilmember Bush. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.**

**APPROVED AND ADOPTED  
This 28<sup>th</sup> day of August, 2018**

**/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, August 14, 2018.

/s/Nancy R. Dean, City Recorder