

1 **City of Washington Terrace**

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3 **Minutes of a Regular City Council meeting**
4 **Held on February 21, 2023**

5 **City Hall, 5249 South 400 East, Washington Terrace City, Utah**

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7 **MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT**

8 Mayor Mark C. Allen
9 Council Member F. Carey Seal
10 Council Member Jeff West - excused
11 Council Member Jill Christiansen
12 Council Member Scott Barker
13 Council Member Randy Ferlin
14 Parks and Recreation Director Carlos Grava
15 City Manager Tom Hanson
16 City Recorder Amy Rodriguez

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18 **Others Present**

19 None
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22 **1. WORK SESSION**

5:00 P.M.

23 **Topics to include, but are not limited to:**

- 24 • **Parks and Recreation Department**
25 - **Capital Projects**
26 - **Budget**
27 - **Programs**
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29 Grava spoke on budget requests that he will be requesting this year for consideration. He spoke about the
30 equipment that is no longer safe and needs to be brought current. He stated that he is looking for
31 replacement equipment. He stated that going forward, the goal will be to maintain and replace little by
32 little, which should not affect the budget. This year there will be a high budget request because we are
33 replacing almost all the equipment. He stated that safety and liability are the reasons for this request. He
34 does not want any children injured because of faulty equipment on our end.

35 Grava stated that the football helmets will be reconditioned and they will need to be assessed how much
36 longer we can use the helmets. He believes that we should be able to use them for another year. He stated
37 that he is planning on buying new years next year, and if we have two years left on the helmets, we can
38 strategize on when we can buy.

39 Grava stated that the baseball helmets will need to be replaced. Grava stated that he requested a budget
40 adjustment for the catcher equipment and helmet because they could not be salvaged. He stated that
41 anything that can be fixed or saved for a spare we will, however, if they are faulty, we will not repurpose
42 or give to anyone else to use because they are unsafe.

43
44 Grava stated that once we have the equipment in place, there will be a plan to keep up with equipment
45 without impacting our budget. He stated that there are grants for equipment that will be open next year.

46 Grava stated that he is looking into charging a non-resident fee to help pay for equipment costs. Council
47 Member Ferlin stated that Riverdale charges a non-resident fee to our residents. The Mayor stated that we
48 should put a small non-resident fee in place to help with field costs and equipment. Grava stated that there
49 are discussions to raise the football registration, however, we may lose kids in the program if we raise the
50 fee too high. Mayor Allen stated that he found a foundation that will be donating \$500 a year to help
51 children be able to play sports. He stated that this foundation would love to help and have it ongoing. It
52 should be finalized soon and become official within a few weeks. Council Member Ferlin stated that he
53 also has been speaking to a non-profit organization who would also like to contribute to that fund. Hanson
54 stated that we will have to work out how this program will work. Grava also spoke of baseball, basketball,
55 and other equipment that will be reviewed.

56
57 Grava stated that we want the community to know about our events. He stated that the he has heard that
58 our programs were not being marketed throughout the city. He has created flyers in Spanish and English
59 and has distributed throughout the schools and communities. He stated that the he is requested a little more
60 in the marketing budget to help with flyers at the school. He stated that this is the best way to get the
61 information to every child. He stated that he does not think our demographics will allow us to grow our
62 programs, but this will allow parents to find out about our programs that we do offer. He stated that he will
63 be marketing for Terrace Days as well.

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65 Council Member Barker asked how we can get and keep coaches for the teams. Grava stated that he has
66 online opportunities for coaches to sign up. He stated that some parents request to be coaches, and if we
67 are short, he will send emails to all the parents. He stated that he doesn't know how many coaches he will
68 need until all of the registrants are registered. Council Member Ferlin stated that he believes that we will
69 not have the same issues with coaches as we have had in the past due to Grava's efforts.

70
71 Hanson stated that Grava has submitted a plan to change the recreation aide to a recreation assistant to help
72 recruit an adult presence at the games and through the coaching. This will be part of the budget and will
73 replace the recreation aide position. Grava stated that he tries to keep good communication with the
74 parents and residents.

75
76 Grava stated that as a department he would love to offer a program with well informed parents, safe
77 equipment, safe parks and fields. He stated that we want to be fiscally responsible while offering a great
78 program for everyone. We want to offer something that is good for everyone. He would like to give the
79 coaches resources on how to coach and have a baseline of the sports. He stated that he can help where the
80 coaches need help. He stated that there are some paid resources that are minimum costs but will be helpful
81 for the parents.

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83 Grava stated that there are a great amount of years on some of the playgrounds in the parks. He stated that
84 the plan for playgrounds moving forward would be to attach the playground replacement costs to our parks
85 master plan. He stated that he will be applying for park equipment grants. Grava stated that we received
86 the funding for Phase 2 Pickleball Court, which is a \$650,000 grant. Grava stated that the parks committee
87 is looking at a low impact water use area at the basin that is more than just rock. He stated that it would be
88 an LID (low impact development).

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MAYOR, COUNCIL, AND STAFF MEMBERS PRESENT

Mayor Mark C. Allen
Council Member F. Carey Seal
Council Member Jeff West - excused
Council Member Jill Christiansen
Council Member Scott Barker
Council Member Randy Ferlin
Fire Chief Clay Peterson
City Manager Tom Hanson
City Recorder Amy Rodriguez

Others Present

Kathleen Cranyor, Jim Craynor, Zunayid Zishan, Brandan Long, Halle Delton, Gail Melycher, Anna Graff

2. ROLL CALL 6:00 P.M.

3. PLEDGE OF ALLEGIANCE

4. WELCOME

5. CONSENT ITEMS

5.1 APPROVAL OF AGENDA

5.2 APPROVAL OF FEBRUARY 7, 2023, COUNCIL MEETING MINUTES

Items 5.1 and 5.2 were approved by general consent.

6. CITIZEN COMMENTS

Kathleen Craynor stated that she wanted to compliment Rodriguez for the professional work that she does.

Brandan Long, with the Bonneville High School student government, stated that Bonneville HS receives donations from cities in the Bonneville cone for their annual graduation party. He stated that the PTSA fundraises every year for the party.

He asked Council for any donations for the organization that they are willing to give. He stated that Covid has affected the graduating class, as events have been cancelled through much of their school years.

Hanson stated that we have historically donated \$500.00 for the graduating class. He stated that the class has historically helped with the Easter egg hunt. Long stated that he will let the advisor know and that they would love to help.

Zunayid Zishan wanted to follow up on the rank choice voting issue. He stated that he felt that the presenters who came last month were actively spreading lies and misinformation. He stated that he believes it is only fair to hear the other side of the story. He stated that the former Mayor of Heber City is very vocal about rank choice voting and is interested in doing a presentation and he would like to hear a fair presentation from rank choice voting side so that Council can have all the information. Rodriguez will work with Zishan for contact information for an upcoming agenda.

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7. **NEW BUSINESS**

7.1 DISCUSSION/MOTION:APPROVAL OF AMENDMENT TO THE CITY CONTRACTING AND PURCHASING POLICY TO INCLUDE THE “CONTRACT CONSIDERATION FOR EXEMPTION FROM BIDDING PROVISIONS”

Hanson stated that he wants to be able to keep services going at the best value for the city, with proper documentation showing why it would be in the best interest of the city to continue a contract.

Hanson stated that Council can direct a formal bid process. Hanson stated that we want to use discretion on this and not as a convenience. He stated that it has been reviewed by legal counsel.

Hanson stated that he has checked with our auditor and was told that the reason we go to bid is the best value for the residents and felt that it would be appropriate. Mayor Allen stated that the addition makes sense to be added to the purchasing plan.

**Motion by Council Member Barker
Seconded by Council Member Ferlin
To approve the amendment to the City
Contracting and Purchasing Policy
To include contract considerations for exemptions
From bidding provisions
Approved unanimously (4-0)**

8. **COUNCIL COMMUNICATION WITH STAFF**

Council Member Seal stated that he wanted to give kudos to the Public Works Crew on their plowing and that it has been noticed by residents that he has spoken to.

Council Member Christiansen wanted to thank Z and Anna and Adam for speaking with her after the last meeting and helped her re-evaluate a few things that she would like to bring up in a few weeks. She stated that she appreciated them reaching out to her.

Council Member Barker stated that he was very impressed with all the agencies and number of people who were out looking for a resident whom was reported missing from one of the assisted living centers. He stated that there officers, firefighters, residents, and others from neighboring cities. He stated that luckily she was found unharmed inside the center. Council Member Barker thanked the Sheriff and Fire Department for all their efforts and was happy that she was not outside in the frigid cold. Hanson stated that this is a great reminder to sign up for code red for your cell phone.

Council Member Ferlin stated that there are some curbing that is broken in Van Llewyn Park on the northwest side.

Mayor Allen asked if Council has had a discussion with residents during the week that they feel are pertinent to discuss in Council, please feel free to share it with the rest of the Council during this communication item.

Mayor Allen stated that the RAMP board has approved our RAMP grant request for \$650,000 for the

184 Pickleball Court.

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187 **9. ADMINISTRATION REPORTS**

188 There were no admin reports.

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190 **10. UPCOMING EVENTS**

191 February 23rd : Planning commission 6:00 p.m.- cancelled

192 March 7th: City Council Work Session 5:00 p.m.

193 March 7th City Council Meeting 6:00 p.m.

194 March 14th: Special City Council Work Session 5:00 p.m.

195 March 21st: City Council Work Session 5:00 p.m.

196 March 21st : City Council Meeting 6:00 p.m.

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199 **11. ADJOURN THE MEETING**

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Motion by Council Member Barker

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Seconded by Council Member Christiansen

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To adjourn the meeting

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Approved unanimously (4-0)

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Time: 6:38 p.m.

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206 **12. WORK SESSION (IMMEDIATELY FOLLOWING THE REGULAR MEETING)**

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Topics to include, but are not limited to:

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Fire Department

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- **Capital Equipment**

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- **Budget**

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- **Personnel**

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213 Chief Peterson explained some of his budget items that will be built into the tentative budget.

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215 Chief Peterson stated that we are spending \$20,000-\$30,000 a year to repair and maintain the Fire engine
216 pumper. He stated that it is down more than it is working. He is putting a budget request for a replacement
217 pumper. He stated that we are using the CDBG funding to replace our brush truck. He stated that the
218 equipment is fairly new, however, the vehicle it is attached to is very old and breaking down. He stated
219 that we are looking to apply for a new engine through CDBG next year.

220 He stated that the quotes for the equipment are increasing very fast. He stated that within two years, the
221 estimates have increased by \$138,000. Chief Peterson stated that we have an option through CDBG to
222 purchase used vehicles. He stated that we do not want to go any older than a 2018 vehicle. He stated that
223 used vehicles will have some issues, however, it would be more manageable than the vehicle that we have
224 now.

225

226 Chief Peterson stated that there is a lead time for a new apparatus is around 3 years. He stated that he is in
227 contact with other agencies who may be able to get us the vehicle within our allotted time frame.

228 Hanson stated that they would like to put the used vehicle amount in the budget as a placeholder until
229 funding can be secured and then seriously look at the vehicle that would work for our timeframe. Peterson
230 stated that the apparatus is 32 feet long, which will help with some of the tuns they will need to make. The

231 current apparatus is 50 feet long and some turns cannot be made on smaller streets. He stated that the
232 smaller apparatus will work well with the small streets in the city.

233 Council Member Seal stated that some of the vehicles that they are reviewing are not very good. He stated
234 that he worked in a diesel field and Cat and Cummins did not have much work done on them and
235 recommends using one of them. Hanson stated that we will use his insight when it comes down to the final
236 vehicle. Hanson asked if Council would like to see this included in the budget to see if we could find
237 options to fund it.

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239 Council Member Christiansen stated that the number for structure fires seems relatively low and asked
240 what the justification is for two vehicles that basically do the same job. Hanson stated that it helps with our
241 ISO insurance rating, as they do not count automatic aid vehicles as part of our rating. Hanson stated that
242 we need apparatus that can get around our city and available if needed. He does not want us to be limited
243 to take care of our city. Hanson stated that the pumper is the primary vehicle. Hanson stated that there is a
244 value of redundancy with vehicles that are mobile and reliable. Hanson stated that we may be taken out of
245 the stack for automatic aid because we may not be able to support other cities. Peterson stated that we do
246 not want to leave our city wide open if we needed another vehicle if one is broken or in use at another
247 location.

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249 Hanson stated that there are many challenges with the current pumper. Chief Peterson stated that it is
250 estimated that there will be an increase of 12 percent this year. Mayor Allen stated that he doesn't like to
251 buy new, however, if there is only a difference of \$100,000, new may be the best bargain and save us in
252 warranty.

253

254 Hanson would like to include this in the budget as a budget item with Council approval. He stated that he
255 can work with finance as how it can work. He stated that it would be in the 2025 budget once a strategy is
256 in place. Hanson stated that this has come down as a "need" and not a "want".

257

258 Chief Peterson spoke about the wage wars in public safety. The city is using a benchmark of the fire
259 departments in the area and benchmark cities. The city is using the minimum wage and lowering it by ten
260 percent. This will be brought up to the minimum wage in a two year process The reason for the minimum
261 wage is because the city does not have its own ambulance. Hanson stated that our overall budget for fire is
262 significantly less than if we ran a full time department for all we would have to account for. Hanson stated
263 that we looked at combining with other departments. Hanson stated that we would have to go to a full
264 time/part time operations to do so because we would be a pooled environment.

265

266 Council Member Christiansen asked if the volunteer department is sustainable. Hanson stated that he
267 believes that we can keep it going forward with the right commitment and right management. He believes
268 that we can keep it going for at least another ten years. He stated that he believes it will be solid for quite
269 some time and we will be moving forward until something comes up that requires a change. Hanson stated
270 that we have grown and have grown the quality of our fire fighters. Hanson stated that we have entered
271 into a contract with the ambulance department for another ten years. Chief Peterson stated that Ogden
272 didn't want to lose the money they are making on transports in our City and the hospitals were asking for
273 faster transports out of the hospital. He stated that it has worked out very well for us. Chief Peterson stated
274 that we have built up great relationships within the communities.

275

276 Chief Peterson explained the "holiday incentive" budget item for 7 holidays (42 shifts) at time and a half

277 to have the firefighters want to sign up for the shifts when then are off from their regular jobs. Council
278 Member Seal stated that he does not like to pay time and a half to someone who doesn't officially work
279 here. Council Member Christiansen stated that you have to pay them to come into work because they are
280 being offered time and a half at their current jobs. Mayor Allen stated that they are making much more at
281 their regular jobs, and possibly double if they chose to work on the holiday.

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284 The work session ended at 7:55 p.m.

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Date Approved

City Recorder