

1 **City of Washington Terrace**

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3 **Minutes of a Regular City Council meeting**  
4 **Held on October 17, 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  
11 Council Member Jill Christiansen  
12 Council Member Scott Barker  
13 Council Member Randy Ferlin  
14 Finance Director Shari' Garrett  
15 City Manager Tom Hanson  
16 City Recorder Amy Rodriguez

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18 **Others**

19 Micheal Thomas, Cheryl Parkinson  
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22 **1. WORK SESSION**

**5:00 P.M.**

23 Topics to include; but are not limited to:

- 24 • City Wide Citizen Survey

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26 Hanson reviewed the City Wide Survey template in which he would like to make “live” later in the week.  
27 Council and staff have participated in the survey and have given feedback to Hanson.  
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29 Council Member Barker stated that he was kicked out of the survey towards the end and it would not let him  
30 back into the survey. Mayor Allen stated that it did the same to him and did not make him start over. He  
31 stated that he had to go in the next day. He stated that it let him use his log in number the next day as well so  
32 he is not sure if it took his information the first time. Hanson stated that if someone tries to take the survey  
33 several times, the system will kick them out if the same platform is being used.

34 Council Member Christiansen stated that it feels divisive to have people locate where they live within the  
35 City. Hanson stated that the intent of the map is to help with a discussion moving forward if one area  
36 feels disenfranchised.  
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38 Hanson asked if the questions asked answer the questions that we really want to know. He asked if there is a  
39 concern to ask questions that we cant fix. Hanson stated that if we end up with a lot of “bright spots” on  
40 certain topics, we can send out separate surveys.

41 Hanson would like for the survey to go live, with edits, by October 20<sup>th</sup>. Council agreed that it should be open  
42 for two weeks. It was decided that there should be one more mention in the November newsletter, so it should  
43 be open until November 12<sup>th</sup>. Hanson will direct people who need help with the survey to Council Members.  
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- 46 Several take-away points:
- 47 - Show the map even with non-residents
  - 48 - Add more back arrows
  - 49 - Council Member Ferlin would like the questions consolidated before it goes live to non-residents and
  - 50 make some Non-Applicable.
  - 51 - Can N/A questions be left blank? Add N/A to rating satisfactions.
  - 52 - Take out questions on cost of living and affordable living.
  - 53 - Change trust in government to “city” government.
  - 54 - Lower case Parks and open space.
  - 55 - Change value of dollars to “value of city tax dollars”
  - 56 - Add open end questions to end of the questionnaire that focus on the most negative response so that we
  - 57 can see if they are answering the questions being asked. Council Member West suggested adding a “
  - 58 thank you for your responses, if you would like to add more information, continue on to added input.”
  - 59 - Change the phone number sections not to show dashes.
  - 60 - Add follow up block to the Justice Court section.
  - 61 - Drop overall how satisfied or dissatisfied with public services, as it is redundant.
  - 62 - Put next, and previous in the arrow box. Does it add more words? However, it may be more clear to some
  - 63 people. It will stay as arrows.
  - 64 - Add a feedback opportunity to explain to the satisfaction of the Volunteer Fire Department. Check
  - 65 spelling of satisfied in text.
  - 66 - Keep the link to the Parks Master Plan. It was suggested to have images of the parks next to each park
  - 67 name so that they don’t have to leave the survey. Identify the parks by pictures.
  - 68 - Find out if a Council Member is using their platform to help a resident with the survey, if it will flag as a
  - 69 repeat user. Is there a way to distinguish it is a Council Member.

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

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

**Others**

Cheryl Parkinson, Zunayid Zishan, Micheal Thomas , Jim Craynor, Kathleen Craynor, Phil Marchant, Stacey Soas

**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 SEPTEMBER 19, 2023, COUNCIL MEETING MINUTES**

Items 5.1 and 5.2 were approved by general consent.

**6. SPECIAL ORDER**

**6.2 PUBLIC HEARING: AMENDMENT TO FISCAL YEAR 2023-2024 BUDGET**

Garrett stated that there are three major areas for adjustment which were presented in the packet:  
Equipment needs (vehicle maintenance, radios)  
Re-Organizing the Building and Code Enforcement Department  
Capital Project Rollovers.

**Mayor Allen opened the public hearing at 6:13 p.m.**

There were no citizen comments.

**Mayor Allen closed the public hearing at 6:14 p.m.**

**7. CITIZEN COMMENTS**

Amy Miller, representing the Methodist Church, brought in the newsletter for October, noting that there will be a "Falloween" event next week on the 27<sup>th</sup> , which hosts games and free dinner.

138 Zunayid Zishan asked if there are any updates on the live streaming platform. Hanson stated that IT is  
139 trying to link a camera system with our platform with a vendor we are currently using.

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141 **8. NEW BUSINESS**

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143 **8.1 MOTION/RESOLUTION 23-15: RESOLUTION TO AMEND THE FISCAL YEAR**  
144 **2023-2024 BUDGET**

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**8.2 PRESENTATION: SHERIFF'S OFFICE QUARTERLY REPORT**

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**8.3 PRESENTATION: ANIMAL CONTROL QUARTERLY REPORT**

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Sgt. Rick Lewis with the Sheriff's Office presented to Council regarding the Street Crimes Unit. He stated that the unit combats home invasions, gang activities, narcotics, burglary, and looks for other activities. He stated that the unit is proactive and looks for those types of activities. He stated that they look to see what type of crimes are happening throughout the year and created a heat map of areas that saw most of the crimes. He stated that Washington Terrace showed a high incidence of vehicle burglaries. He stated that they began to investigate neighboring cities. Sgt. Lewis stated that they have cut the burglaries by 56 percent. He stated that they look at where the crimes are coming from and investigate. He stated that the unit is out every night tracking down people who are committing the crimes. He stated that they do not respond to calls or patrols. He stated that they hunt down the perpetrators. Sgt. Lewis stated that they use flock cameras to track fugitives and stolen vehicles. He stated that the two cameras that the Terrace has have been invaluable. He stated that arrests may not happen in the city, however, they may have been tracked from the Terrace. He stated that the burglaries are tied to drug use. He stated that the Unit works with the DEA and other organizations. Sgt. Lewis stated that citizens need to make sure their vehicles are locked. He stated that there are not that many smash and grabs anymore. He stated that the majority of vehicle theft happens the same way. As the winter approaches, we will see thieves look for running vehicles and steal the vehicles, even out of garages. Council Member Barker suggested putting those tips in the newsletter. Sgt. Lewis stated that they have seized over 100,000 fentanyl pills in Weber County this year. Mayor Allen stated that we are extremely fortunate to have the Street Crimes Unit in the county.

Animal Control officer Soas from South Ogden presented to Council. She stated that there have been a few barking citations, but otherwise it has been quiet. She stated that they held a vaccination clinic this past quarter. She stated that the parks have been going smoothly since the remote collar change in the ordinance. Soas stated that many people are going to the dog park in Uintah. She stated that the county had a huge push to clear the shelter and most were adopted out. Soas stated that the county is moving things along to make room for the animals. She stated that there are many calls from Washington Terrace regarding surrendering their animals, with the majority due to housing issues. Soas stated that they are starting to see roaming rabbits and some chickens.

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**8.4 PRESENTATION: FIRE DEPARTMENT QUARTERLY REPORT**

Chief Peterson presented to Council. He stated that 30 percent of call volumes are going to the nursing homes. He stated that they have had 1004 calls this year, and anticipates a busy season ahead. He stated that Roosevelt Kindergarten did a field trip to the station this afternoon. He stated that they will join Ogden Regional at their Trunk or Treat next week. Chief stated that we were awarded money through CDBG for the brush truck. He stated that the bed will be put on the new cab and chassis and it will be ready for spring. Chief Peterson stated that they receive their fuel on 4600 South and Wolf, at the state sites. He stated that we do not have to pay the taxes at the fuel site, as we would at a Maverick station.

**8.5 MOTION/RESOLUTION 23-14: AN INTERLOCAL AGREEMENT BETWEEN WASHINGTON TERRACE CITY AND VARIOUS ENTITIES FOR FIRE AUTOMATIC AID**

Chief Peterson stated that if there is a fire in the city, the other surrounding cities will respond automatically to help. He stated that we only automatically respond to South Ogden, unless there is a major fire. He stated that the entire county signs the interlocal, however, we tend to stay local. It is a renewal of our current interlocal.

**Motion by Council Member West  
Seconded by Council Member Seal  
To approve Resolution 23-14  
Interlocal Agreement with Washington Terrace City  
And various entities for Fire Automatic Aid  
Approved unanimously (5-0)  
Roll Call Vote**

**8.6 MOTION/RESOLUTION 23-13: AN INTERLOCAL AGREEMENT BETWEEN WASHINGTON TERRACE CITY AND WEBER COUNTY RELATING TO MUNICIPAL DELIVERY OF SOLID WASTE TO THE COUNTY TRANSFER STATION**

**Motion by Council Member Christiansen  
Seconded by Council Member Seal  
To approve Resolution 23-13  
Interlocal Agreement between Washington Terrace City  
And Weber County relating to Municipal Delivery of Solid Waste to the  
County Transfer Station  
Approved unanimously (5-0)  
Roll Call Vote**

**8.7 MOTION/ORDINANCE 23-10: APPROVAL OF A FRANCHISE AGREEMENT WITH ALLWEST/UTAH INC. FOR CERTAIN FIBER OPTIC FACILITIES**

Hanson stated that the City has approved an agreement for installation of Fiber. He stated that Allwest/Utah would like to add television/cable networking through the fiber cables, which requires a separate franchise agreement. Phil Marchant with Allwest Communications, stated that the first interlocal allowed them to lay fiber. He stated that that this agreement allows for streaming TV, and cable and voice through the optic fiber. He stated that it provides the City with a five percent franchise fee from the

231 subscriber. He stated that it is live TV with a cloud TV that can record. He stated that there are local,  
232 expanded, and basic packages. Marchant stated that they are currently in South Ogden and Ogden City,  
233 and would like for this to be constructed in early spring of 2024. He stated that the conduit will be buried  
234 this summer. He stated that the fiber inside the vaults are in a splice box and boring will be done to get the  
235 fiber to the homes.

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**Motion by Council Member Christiansen  
Seconded by Council Member Barker  
To approve Ordinance 23-10  
Approval of a franchise agreement with  
Allwest/Utah INC for certain fiber optic facilities  
Approve unanimously (5-0)  
Roll Call Vote**

245 **9. COUNCIL COMMUNICATION WITH STAFF**

246 Council Member Seal verified if green waste will begin November 1<sup>st</sup>. Hanson stated that it is a  
247 drop off service this year and not curb to curb.

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249 Council Member West stated that he has received good feedback from people liking the drop off  
250 for green waste, however, he inquired if we could have more than one Saturday for people who  
251 work. He suggested maybe an extended evening time frame. Hanson will speak with the crew to  
252 see if that could be an option.

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254 Council Member Ferlin stated that he was impressed with Carlos Grava supporting our ten year old  
255 boys team on a Saturday in Morgan. He stated that he exceeded expectation and bringing loyalty to  
256 the Terrace from the parents.

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258 Mayor Allen stated that there is a flashing light problem on 4800 South, Hanson stated that a traffic  
259 study has not been accomplished on that call.

260 Mayor Allen asked for a count for the correctional facility tour. They will go on October 26<sup>th</sup>.

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262 **10. ADMINISTRATION REPORTS**

263 Hanson stated that the city will be working on public right of way issues with the boring happening with  
264 the current company putting in fiber optics in the city.

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266 **11. UPCOMING EVENTS**

267 October 26<sup>th</sup>: Planning Commission (tentative) 6:00 p.m.

268 November 7<sup>th</sup>: City Council Works Session 5:00 p.m.

269 November 7<sup>th</sup> : City Council Meeting 6:00p.m.

270 November 10<sup>th</sup>: City offices closed in observance of Veteran's Day

271 November 21<sup>st</sup>: ELECTION DAY!

272 November 21<sup>st</sup>: City Council Meeting 6:00 p.m.

273 November 23-24: City offices closed for Thanksgiving Holiday

274 November 30<sup>th</sup>: Planning Commission (tentative) 6:00 p.m.

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279 **12** **ADJOURN THE MEETING: MAYOR ALLEN**

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**Motion by Council Member West  
Seconded by Council Member Barker  
To adjourn the meeting  
Approved unanimously (5-0)  
Time: 7:10 p.m.**

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**Date Approved**

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**City Recorder**