

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-WORK SESSION
JULY 20, 2021

FINAL

Council Member Lisa Baskin, acting as Mayor Pro tem, called the meeting to order at 6:05 p.m.

PRESENT: Council Member Lisa Watts Baskin
Council Member Natalie Gordon
Council Member Brian Horrocks
Council Member Ryan Mumford
Council Member Stan Porter

EXCUSED: Mayor Len Arave

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Mark Bell, City Attorney; Linda Horrocks, City Recorder.

OTHERS PRESENT: Dee Lalliss, Tammy Clayton, residents; Dal Wayment, Matt Myers, South Davis Sewer District.

1. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of June 29, 2021, July 6, 2021 and July 8, 2021 were reviewed. There were no changes, and **Council Member Gordon moved to approve the June 29, 2021, July 6, 2021 and July 8, 2021 City Council meeting minutes as written. Council Member Mumford seconded the motion. The motion was approved by Council Members Baskin, Gordon, Horrocks, Mumford and Porter.**

2. ACTION ITEMS

Council Member Gordon asked about the fish cleaning station as part of the Foxboro Wetlands park project and expressed concern about the potential mess and smell created from this station. She asked about using the property for picnic tables, shade structures, etc. instead.

Council Member Gordon asked for an update on Stericycle and status of moving their operations. Ken Leetham replied that part of their conditional use agreement allowed them to continue using that facility as a transfer station even after the medical waste incineration was moved out of the City. Council Member Gordon acknowledged the Stericycle conditional use permit and said she was on the Planning Commission when the discussions were held.

Council Member Baskin stated that Stericycle had not been upfront throughout this process and she and Council Member Gordon asked the City Attorney to look into the Stericycle operations and determine if the City had any recourse or could take any actions to have their operations removed from the City.

3. AMERICAN RESCUE PLAN ACT FUNDING – SOUTH DAVIS SEWER DISTRICT;
DAL WAYMENT AND MATT MYERS

Matt Myers, representing the South Davis Sewer District, showed a PowerPoint presentation outlining their plans for their North Plant Nutrient Removal Project and their need for assistance in helping fund the project. Dal Wayment stated that the special districts did not receive any of the American Rescue Plan Act funds from the Federal Government and said they were at the mercy of the cities and county that made up the District. He said the project was estimated to cost approximately \$47,276,500 and the District was looking for \$1,000,000, divided between the District members.

The City Council agreed to put this on the August 3, 2021 agenda for discussion, as the District requested an answer by August 18, 2021.

4. ADJOURN INTO REGULAR SESSION

Mayor Pro tem Baskin adjourned the meeting at 7:10 to begin the regular session.

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
JULY 20, 2021

FINAL

Mayor Pro tem Baskin called the meeting to order at 7:15 p.m. Council Member Natalie Gordon offered the invocation and led those present in the Pledge of Allegiance.

PRESENT: Council Member Lisa Watts Baskin
Council Member Natalie Gordon
Council Member Brian Horrocks
Council Member Ryan Mumford
Council Member Stan Porter

EXCUSED: Mayor Len Arave

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Mark Bell, City Attorney; Linda Horrocks, City Recorder.

OTHERS PRESENT: Dee Lalliss, Tammy Clayton, residents; Jim Grover, resident of Woods Cross City.

1. CITIZEN COMMENT

Jim Grover commented that he was a resident of Woods Cross and wanted to address the 1100 North/2600 South shared road. He spoke on the heavy traffic and difficulty with only having stop signs at the cross street at 400 West. Mr. Grover asked the City to consider ways to increase safety while maintaining mobility in that area. He suggested that one possibility would be to install a stop light at the intersection of 1100 North and 400 West.

Council Member Porter said that at one time Woods Cross owned a portion of the street until the City decided to manage the road. He said there was a discussion for a future traffic signal at that time.

2. CONSIDERATION OF RESOLUTION NO. 2021-27R: A RESOLUTION AMENDING TITLE 8, SECTION 1-3 OF THE CITY'S MUNICIPAL CODE RELATED TO DELINQUENCY AND DISCONTINUANCE OF SERVICE

Ken Leetham reported that staff had been reviewing the City's utility shutoff policy. He said historically there were multiple shutoffs, so staff began to change the process. Mr. Leetham explained how expensive and time consuming the previous shutoff process had been which involved robocalls and multiple shutoffs. He said staff was now reaching out to residents with individual calls and that shutoffs had been reduced to a couple dozen a month.

Ken Leetham stated that the proposed changes to the code included an expansion of the shutoff for the nonpayment period from 30 days to at least 65 days or three monthly due dates without payment. The second proposed code change described the specific steps and processes used to contact customers prior to discontinuation of their utility service. He said while it could be risky to allow customers to build up large delinquencies that in his experience that risk was offset by staff's outreach efforts.

Janice Larsen commented that David Frandsen had also contributed to the code revisions and offered his perspective. She said the policy change would help and spoke on how staff had been successful in reducing the delinquent accounts via phone calls to residents.

Council Member Baskin asked how much the City was in arrears on average in a given month. Janice Larsen replied that it depended on the resident and the month. She gave the example of a high user in the summer months and said those bills could be large amounts. Ms. Larsen explained that it was not significant as the number of delinquent accounts had been reduced due to staff's efforts.

Council Member Mumford asked if there was a fee to restart the utility service for residents. Janice Larsen responded that there was a \$50 fee or \$250 if they tampered with their meter.

Council Member Horrocks commented that this seemed like a much better system than some of the policies he had experienced with his business in other cities.

Council Member Mumford questioned whether \$100 was put into escrow when a utility account was setup. Ken Leetham replied that the City had collected deposits in the past but State law had changed which no longer allowed this practice.

Janice Larsen explained that if there was a resident who had repeat shutoffs the City could collect a deposit at that time.

Council Member Gordon commented that this policy was compassionate and fair, and she commended staff for being committed to communicating with residents.

Council Member Baskin asked if there were appeal rights for residents. Janice Larsen responded that there was a policy in place related to leaks and a way for staff to reduce the bill to a lower tier once the leak was fixed.

Ken Leetham explained that the City did not have an official hardship program, but residents could sign up for an equal pay program -- even those with delinquent high bill balances. He said David Frandsen had helped to improve the program with his background as a certified water operator and his experience with Murray City.

Council Member Mumford moved that the City Council adopt Resolution 2021-27R: A resolution amending Title 8, Section 1-3 of the City's municipal code related to delinquency and discontinuance of service. Council Member Porter seconded the motion. The motion was approved by Council Members Baskin, Gordon, Horrocks, Mumford and Porter.

3. CONSIDERATION OF CITY COUNCIL CHAMBERS AUDIO/VISUAL IMPROVEMENTS IN AN AMOUNT UP TO \$55,000

Ken Leetham reported that there was newer technology available which would provide more effective access to the City Council, Planning Commission, residents, etc. He said City staff had been looking at ways and researching options to improve the sound system as well as provide virtual accessibility. He explained that the proposal would update the council room and conference room from analog to digital technology and automate it into a simpler process to operate. Staff Mr. Leetham said staff was working with GenComm, on this technology, who had provided a proposal for \$51,048 that included the upgrades to the Council chambers and conference room as well as software for virtual access to the public for Zoom meetings, etc.

Ken Leetham said that with the commitment to improve outreach through the newly approved communications position, that adding updated access to public meetings was another step in the right direction.

Council Member Gordon asked if there was a warranty or service agreement. Ken Leetham replied that there would be a service agreement in place as well as a warranty.

Council Member Horrocks asked if the existing overhead projector and screen had been repaired. Ken Leetham responded that it was currently useable with the screen in the down position. The proposal being brought before the Council did not include a new projector and screen, although that could be added in the future.

Council Member Horrocks commented that the two existing televisions on the side of the room seemed worthless as the screens were too small to see some displays. He said it may be worth investing in larger screens. Ken Leetham said staff would also look at other technologies available in place of the side TVs and large projector screen.

Council Member Mumford commented on the age of the technology and the need to improve the system. He spoke on a conference he had attended and the discussion on virtually broadcasting meetings to make them more accessible. Council Member Mumford said there was an expectation now for meetings to be easily viewed and accessed. He also felt that the system should be simple to use.

Ken Leetham said there would also be a software feature which could transcribe the meeting and provide a rough draft for the minutes.

Council Member Gordon asked about the camera feature and ability to zoom or move the view. Ken Leetham replied that two cameras would be included with the proposal that were pan, tilt, zoom.

Council Member Baskin commented that she felt this upgrade was much needed and was a good step towards transparency and community involvement. She recommended the transcription service, Scribie, if the City was looking into additional services. She then asked if the \$51,048 included improved television/screens. Ken Leetham responded that it did not but staff could bring back some options and a revised amount.

Council Member Mumford moved that the City Council allow City staff to expend up to \$55,000 with GenComm for the acquisition of upgrades to the audio visual systems in the Council chambers and conference room. Council Member Porter seconded the motion. The motion was approved by Council Members Baskin, Gordon, Horrocks, Mumford and Porter.

4. MAYOR'S REPORT

Mayor Arave was excused.

5. CITY ATTORNEY'S REPORT

Mark Bell had nothing to report.

6. CITY MANAGER'S REPORT

Ken Leetham reported on the City's share of the American Rescue Plan Act Fund (ARPA) and said \$1,239,604 had been received. He added that he would be on vacation until the following Wednesday.

7. COUNCIL REPORTS

Council Member Horrocks reported that he had spoken with Curtis Bennett who was the CEO of ETS, the City's IT provider. He said Mr. Bennett would like to talk to the City about doing a service project on September 10th. Council Member Horrocks suggested cleanup along Highway 89.

Council Member Horrocks then asked if staff had received any information related to the 2020 census. Ken Leetham replied that staff could follow up on this.

Council Member Horrocks commented that he had recently attended some of the Draper Days festivities and how they were able to bring a lot of entertainment and fun things to their city through fundraising.

Council Member Porter reported on the September 11th volunteer event. He said there would be events at the Jordan River which he would try to coordinate with the City events. Council Member Porter then spoke on the Bonneville Shoreline Trail and said the next step would be the connections.

Council Member Mumford asked about the 75th anniversary celebration in December. Ken Leetham replied that the committee would be meeting again in the near future to continue planning anniversary events.

Council Member Mumford commented that he would like to schedule a tour with Tyler Abegglen of Eaglewood to view the proposed areas to be remodeled.

Council Member Gordon reported that everything was great with the Youth City Council (YCC). She asked about the Audit Committee that was organized a few months ago and if there was a need to meet. Ken Leetham replied that the committee should probably meet once a year.

Council Member Mumford commented that he had received an email about the State audit and ARPA funds. Ken Leetham replied that he received notice of the funds and staff would confirm with the State that those funds had arrived.

Council Member Baskin reported that Corinne Daugherty, who was spearheading the September 11th service project, would contact staff to coordinate the activities. She said Ms. Daugherty had

received permission from the churches to replace their park strips and that the facilities manager of the church would be providing materials including rock.

Council Member Mumford asked if City code required live plants in the park strips. Ken Leetham replied that staff would review the code. He said if the church had staff that would be doing the work, then he would be in favor of the project.

Ken Leetham commented that when the City received the conservation program guidelines from Bowen Collins that it may become policy to replace grass park strips with other materials. He said the City was not opposed to replacing grass park strips.

Council Member Baskin asked if churches would be required to obtain permission from the City to replace those park strips. Mark Bell replied that he would need to review City ordinance.

Council Member Gordon questioned if the City wanted to potentially revise the condition requiring live plants in the park strips. Ken Leetham suggested waiting for the comprehensive study.

Council Member Mumford commented that neighbors had mentioned to him that their water bills had not decreased even with conservation efforts. He asked if it was worth considering changes to the hookup fee and base rate particularly for those who replaced their park strip. Ken Leetham replied that a portion of the study would be related to fees.

Council Member Porter said that when the City paid for Weber Basin water they paid for a certain amount per year whether it was used or not.

Council Member Mumford said that those who were using more water should pay more than those who were conserving. He suggested lowering the base rate and charging the 1,000-gallon fee to the actual cost of usage as this would be a fairer distribution of funds.

Council Member Baskin asked if this information should be added to the newsletter to explain how the water billing worked.

Council Member Baskin spoke on the proposed service projects for September 11th which included Highway 89, the trails, as well as spurge and Dyer's woad removal at Wildrose and the hillside. She said they expected around 3,000 volunteers would participate.

Council Member Porter replied that the Dyer's woad could only be removed in the springtime.

Council Member Gordon asked where the volunteers would be coming from. Council Member Baskin replied that the volunteers would be part of zones made up of the LDS church stakes

from Woods Cross, Bountiful, West Bountiful, and the City and would participate in service projects in the south Davis area.

Several Council Members commented that they had not yet seen any information shared within their congregation related to the service projects.

Council Member Horrocks referred back to water usage and stated that if residents received a notice explaining why their bill was not reduced even though they were saving water that it may cause them to stop conserving.

Council Member Gordon commented that she was not personally reducing water usage to save money but to ensure there was water available. She said maybe the focus should be on water availability and not cost savings right now.

Ken Leetham said staff would include information about conservation in the newsletter. He commented that the City had saved 39 million gallons this season as compared to the same time last year.

Council Member Baskin replied that the USU extension recommended that the first priority was to save the trees. This included watering trees every two to three days for an hour with a slow drip.

8. ADJOURN

Mayor Pro tem Baskin adjourned the meeting at 8:00 p.m.

The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday August 3, 2021 by unanimous vote of all members present.



Linda Horrocks, City Recorder