

**Tooele City Council and  
Tooele City Redevelopment Agency  
Business Meeting Minutes**

Date: Wednesday, January 6, 2015  
Time: 7:00 p.m.  
Place: Tooele City Hall Council Chambers  
90 North Main Street, Tooele Utah

**Council Members Present:**

Brad Pratt, Chairman  
Scott Wardle  
Debbie Winn  
Steve Pruden  
Dave McCall

**City Employees Present:**

Mayor Patrick Dunlavy  
Glenn Caldwell, Finance Director  
Michelle Pitt, City Recorder  
Lisa Carpenter, Deputy Recorder  
Roger Baker, City Attorney  
Chief Ron Kirby, Chief of Police  
Paul Hansen, City Engineer  
Jim Bolser, Public Works and Community Development Director  
Rachelle Custer, City Planner  
Shannon Wimmer, Assistant Finance Director

Minutes prepared by Cindy Coombs

Chairman Pratt called the meeting to order at 7:00 p.m.

1. **Pledge of Allegiance**

The Pledge of Allegiance was led by Chris Sloan

2. **Resolution 2016-04 A Resolution of the Tooele City Council Reappointing Michelle Pitt as City Recorder of Tooele City for a Term of Two Years**

Presented by Chairman Brad Pratt

**Councilman Pruden moved to approve Resolution 2016-04 A Resolution of the Tooele City Council Reappointing Michelle Pitt as City Recorder of Tooele City for a Term of Two Years.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, “Aye,” Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman Wardle, “Aye,” Chairman Pratt, “Aye.”

3. **Official Swearing in of Re-Appointed City Recorder**

Lisa Carpenter swore in Michelle Pitt as City Recorder. Mayor Dunlavy explained the function of the City Recorder and the importance of that position.

4. **Official Swearing in of Newly Elected City Council Members**

Presented by Michelle Pitt

Councilman McCall, Councilman Pruden, and Councilman Pratt were sworn in as City Council Members by Michelle Pitt.

5. **Roll Call**

Brad Pratt, Present  
Scott Wardle, Present  
Dave McCall, Present  
Steve Pruden, Present  
Debbie Winn, Present

Chairman Pratt recognized the Boy Scout Troops in the audience. Troop 346 and Troop 458 are both working on the Citizen in the Community badge.

6. **Mayor's Youth Recognition Awards**

Presented by Mayor Dunlavy, Heidi Peterson and Chief Ron Kirby

Mayor Dunlavy welcomed all those who have come to support these students. He expressed how grateful he is for these students. He said that local officials do everything to promote our community and the Youth Recognition Awards are part of this. He added that the successes and visions of this city would not and could not be accomplished without the City Council. He introduced Heidi Peterson, the Director of the Communities that Care Program, along with Chief Ron Kirby. Heidi explained that the City Council has vested much in these programs. She added that the three programs involved in the Communities that Care program are; 1) Second Step program which is in the elementary and secondary schools. This program helps students deal with anger, stress, drug alcohol abstinence, and other emotional issues; and 2) Guiding Good Choices which is a family program. This class is for everyone and is a free five-week parenting workshop to help the children as they progress through their school years. The next Guiding Good Choices class starts on January 21st; and 3) QPR, Question, Persuade and Refer which is a new suicide prevention program. Training for this class will also begin in January. Children succeed when they are recognized for the efforts they have put forth. She explained that the students receiving this award will receive a backpack filled with donations from various businesses in the community and she thanked those businesses for their donations. Heidi then presented the Mayor's Community Recognition Awards to the following students:

Isaac Elder – Copper Canyon Elementary  
Jaylenn Bruehl – Harris Elementary  
Morgyn Peay – Harris Elementary  
Navaeh Hunt – West Elementary  
Sofie Tobler – Overlake Elementary  
Carter Day – West Elementary

Heidi congratulated the students and thanked them for their efforts. Mayor Dunlavy let everyone know that all these students will have a picture taken that will be put in the Transcript Bulletin.

A brief recess was taken for a picture with the Council and the recipients of this award.

7. **Public Comment Period**

Chairman Pratt opened up the public comment period to the audience. No comment was issued. Chairman Pratt closed the public comment period at 7:40 p.m.

8. **Election of Council/RDA Chair & Board/Committee Assignments**

Chairman Pratt stated that the only committee change is the Aging Committee member which will now be held by Councilwoman Winn. All other committee assignments will remain the same.

9. **Presentation of Audit for Fiscal Year 2014/2015**

Presented by WSRP Certified Public Accountants

Independent accountants' report highlighted that management's responsibility is for the preparation of the audit and the WSRP accountants are responsible for expressing the audit. There is a newly adopted guidance requiring an additional 7-8 pages of disclosures regarding the budget. It was explained that there are two different presentations of financial statements – the government wide statement and the governmental traditional fund account statement. No deficiencies were discovered regarding internal controls. The City complies with all State requirements. The only thing that was expressed as something to be addressed was that meeting minutes are to be posted within 3 days of the meeting.

10. **Resolution 2016-05 A Resolution of the Tooele City Council Making an Appointment to the Tooele City Planning Commission**

Presented by Chairman Brad Pratt

Councilman Pratt explained that this appointment is actually a re-appointment for another 4-year term for Matt Robinson.

**Councilman Pruden moved to approve Resolution 2016-05 A Resolution of the Tooele City Council Making an Appointment to the Tooele City Planning Commission.** Councilwoman

Winn seconded the motion. The vote was as follows: Councilman McCall, “Aye,” Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman Wardle, “Aye,” Chairman Pratt, “Aye.”

11. **Resolution 2016-06 A Resolution of the Tooele City Council Acknowledging the Mayor’s Appointments to the Tooele City Planning Commission**

Presented by Mayor Patrick Dunlavy

Melanie Hammer and Tom Poyner will continue as Planning Commission members and Ray Smart will be moved from an alternate position to a permanent member. An alternate position member will be chosen in the future.

**Councilman Wardle moved to approve Resolution 2016-06 A Resolution of the Tooele City Council Acknowledging the Mayor’s Appointments to the Tooele City Planning Commission.** Councilman McCall seconded the motion. The vote was as follows: Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman Wardle, “Aye,” Councilman McCall, “Aye,” Chairman Pratt, “Aye.”

12. **Ordinance 2016-01 An Ordinance of Tooele City Amending Sections of the Tooele City Policies and Procedures Manual**

Presented by Kami Perkins

This is a request to amend the policies and procedures manual. Several sections need to be updated especially those regarding spouse. This is also to allow a clean up and review of the policies. The last time the handbook was updated was two years ago.

**Councilman Wardle moved to approve Resolution 2016-01 An Ordinance of Tooele City Amending Sections of the Tooele City Policies and Procedures Manual.** Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, “Aye,” Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman Wardle, “Aye,” Chairman Pratt, “Aye.”

13. **Resolution 2016-01 A Resolution of the Tooele City Council Consenting to the Mayor’s Administrative Policy for the Tooele City Volunteer Fire Department**

Presented by Kami Perkins

This is not a new administrative policy. This is just putting on record and formalizing the policy. The Mayor’s administrative policy is for a wellness and access pass that is given to firefighters. The firefighters are a huge asset to our community and these passes are a small piece of the support the City can give to these volunteers for their service. Kami explained that this policy mirrors the City’s policies.

**Councilman McCall moved to approve Resolution 2016-02 A Resolution of the Tooele City Council Consenting to the Mayor’s Administrative Policy for the Tooele City Volunteer Fire Department.** Councilwoman Winn seconded the motion. The vote was as follows: Councilman Wardle, “Aye,” Councilman McCall, “Aye,” Councilwoman Winn, “Aye,” Councilman Pruden, “Aye,” Chairman Pratt, “Aye.”

14. **Resolution 2016-03 An Ordinance of Tooele City Repealing Obsolete Sections of the Tooele City Code Regarding Health and Sanitation**

Presented by Roger Baker

It was brought to Mr. Baker’s attention of some older provisions still in the current Code that have been replaced by newer City Code and State Code provisions. The first is in regards to city garbage workers and trucks, which have been replaced and modernized in chapter 8-3. The other one is that the City Code continues to recognize a local health officer despite these functions being replaced by State-funded country health departments. These antiquated sections need to be repealed. He recommended that the illegal dumping provisions be kept within the Code, but renumbered and moved to another chapter.

**Councilwoman Winn moved to approve Resolution 2016-03 An Ordinance of Tooele City Repealing Obsolete Sections of the Tooele City Code Regarding Health and Sanitation.**

Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, “Aye,” Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman Wardle, “Aye,” Chairman Pratt, “Aye.”

15. **Minutes: December 16, 2015**

Councilman Wardle asked that the minutes be changed to show that he was excused from the December 2<sup>nd</sup> work session minutes and should be listed as abstaining from the vote on the minutes.

**Councilman Pruden moved to approve the minutes for the meeting held on December 16, 2015 with the request for change by Councilman Wardle.** Councilwoman Winn seconded the

motion. The vote was as follows: Councilman McCall, “Aye,” Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman Wardle, “Aye,” Chairman Pratt, “Aye.”

14. **Invoices**

Presented by Michelle Pitt

Invoice from Rehrig Pacific for four hundred and eighty-six (95) gallon trash cans: \$27,994.74.

Invoice from Jeff G. Perrick for a 2008 Ford Diesel F-350 with snow plow and salter: \$26,600.

**Councilman Pruden moved to approve the minutes for the meeting held on December 16, 2015.** Councilwoman Winn seconded the motion. The vote was as follows: Councilman

Pruden, “Aye,” Councilman Wardle, “Aye,” Councilwoman Winn, “Aye,” Councilman McCall, “Aye,” Chairman Pratt, “Aye.”

15. **Adjourn**

Councilman Wardle moved to adjourn the meeting. Councilwoman Winn seconded the motion. The vote was as follows: Councilman Wardle, “Aye,” Councilman Pruden, “Aye,” Councilwoman Winn, “Aye,” Councilman McCall, “Aye,” Chairman Pratt, “Aye.”

The meeting adjourned at 8:12 p.m.

*The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.*

Approved this 20th day of January, 2016

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Brad Pratt, Chairman Tooele City Council