Tooele City Council
Work Session Meeting Minutes

Date: Wednesday, February 5, 2020
Time: 6:00 p.m.
Place: Tooele City Hall, Council Chambers
90 North Main Street, Tooele, Utah

City Council Members Present:
Justin Brady
Tony Graf
Ed Hansen
Scott Wardle

City Council Members Excused:
Melodi Gochis

City Employees Present:
Mayor Debbie Winn
Jim Bolser, Community Development Director
Chief Ron Kirby, Police Department
Roger Baker, City Attorney
Steve Evans, Public Works Director
Darwin Cook, Parks Department Director
Glenn Caldwell, Finance Director
Paul Hansen, City Engineer
Cylee Pressley, Deputy Recorder

City Employees Excused:
Michelle Pitt, City Recorder

Minutes prepared by Kelly Odermott

Chairman Wardle called the meeting to order at 6:02 p.m.

1. **Open City Council Meeting**
Chairman Wardle opened the City Council meeting.

2. **Roll Call**
Justin Brady, Present
Tony Graf, Present
Ed Hansen, Present
Scott Wardle, Present
3. Mayor’s Report

Mayor Winn stated that she had a couple of items to report. The Tryke Companies has opened. This is the medical cannabis facility in the industrial depot. She stated that several members of the staff and Council were able to attend the grand opening and were able to take a tour.

Mayor Winn stated that in the last week the Utah League of Cities and Towns held their local official day on the hill. The Mayor, Council Member Gochis and Council Member Graf were able to attend. She encouraged the Council to look at the website for upcoming legislative issues. The Mayor and Mr. Baker will be attending the regular Monday policy meeting. Chairman Wardle asked about the time of the policy meeting. Mayor Winn stated that it is at 12:00pm at the State Capital Senate Building in room 210 and there is the ability to call in to the meeting.

Mayor Winn stated that in the fiscal year 2019, there was $36,000 approved for upgrades for the AV in the Council Chambers. New bids have been received and the price has increased. Performance Audio had the lowest bid, but is an additional $17,000 over the $36,000 budgeted. There is money in the RDA budget that could be used and she has spoken with Chairman Wardle, Chairwoman Gochis and there is an agreement to use RDA funds to cover the budget overage for the AV upgrade. During the invoice approval of the Council meeting there will be an invoice for 50% down on the contract to order the equipment. The new system should be in place in several months.

Mayor Winn stated that there is an update to the 400 West landscaping. This has been approved for budget. One bid was received in the fall for an amount $60,000 over the budgeted amount. During review of the bid it was determined that there are two water connections that need to be done. The proposal from the City is to put out two bids, one for the water connections and one for the landscaping to hopefully stay within budget. There is also the suggestion to extend the time of the project to fall. Chairman Wardle asked about extending time to October 1. Mr. Cook stated that would be the completed date.

Mayor Winn stated that the Council has approved the purchase of a new compressor for the Fire Department to fill the new tanks or SCDA’s. The compressor is coming. The old compressor is still at the department and will not work on the new tanks. The company that sold the City the new compressor stated they could buy back the old compressor for $2,500 credit for future purchases. The Fire Department has been approached by Grantsville City Fire Department who would like to obtain the old compressor. Staff suggests that the old compressor be donated to Grantsville City Fire Department. In addition, there are several old SCBA’s and Vernon Fire Department doesn’t have any SCBA’s. They have requested 12 tanks and old air packs. Chairman Wardle asked if the items have to be surplused. Mr. Baker stated that most of the equipment surplused by resolution has been with the Police Department or IT equipment. There
is no City policy or state law that requires the items to be surplused or does not allow interlocal donations. Chairman Wardle asked the Mayor and her office to provide documents to support the approval of the donations which the Council agreed too.

Mayor Winn stated that over the last couple of months, Tooele City has participated in a regional water and sewer discussion. Tooele County, Stansbury Park Improvement District, Lake Point District, and participants from Aqua Engineering have been discussing ideas for working together as a region for water and sewer conservation. The results of the sewer review determined that Tooele City is adequate for sewer services. If the region worked together in looking for water and there may come a time for interlocal agreements for water. In Lehi there is a similar group that has agreements between themselves to share water. The attorney Brent Rose from Stansbury Park wrote the contracts for Lehi and has offered to put something together for the Tooele region. The cost is $3,000 for the paperwork and the five entities will split the cost for about $600 per entity. This is nonbinding. The $600 would come out of water and sewer funds. Chairman Wardle asked when the next meeting would occur. Mayor Winn stated there are monthly meetings. There are also Lincoln Culinary district and Erda district that are being invited to the meetings, but have yet to attend.

Mayor Winn stated that the staff and her have set the date for the Take Pride Tooele, Saturday May 16, 2020. The plan for this year is to ask neighborhoods to come together and do a neighborhood project. The Council and Mayor can join in the cleanups. In the last year, there have been several letters to Tooele residents that park strip trees need to be trimmed. That is a City responsibility and asking residents to help the City with the need. Council Member Graf asked about the bulk pickup and how is the second pick planned for the month of May. Mayor Winn stated that there are assigned days based on the garbage pick up day.

4. **City Council Members’ Report**

Council Member Hansen stated that he needed to get on the agenda for the next meeting for Conditional Use Permits. Mr. Baker stated that it will not be ready for a first reading in Council but could be in the Work Session.

Council Member Graf stated that he is working on the sign ordinance. He stated there might be some value in starting an advisory board or working with the Chamber of Commerce. He sees this as a collaborative effort. Mayor Winn stated that the Chamber would be happy to appoint people who may be interested. Council Member Graf stated that he sees limiting membership to seven or eight members.

Council Member Brady stated that he is working on overnight parking ordinance. He has been looking through other City ordinances and he is reaching out to City staff for opinions. Chairman Wardle stated that he attended the USU Advisory Board meeting and attendees were presented plans for distance learning. USU is working to increase scholarship opportunities for
technical education and students who do not have the means to attend bigger colleges or universities. He also met with Mr. Baker and discussed the rules that govern the Council. The City Code will probably be amended in regards to final subdivision plats. That is an administration item per state law.

5. **Discussion**

- **Budget Discussion**

  Chairman Wardle stated that there were some goals made in the retreat and asked the Council if they had any changes in the goals. Goals included having a replacement budget for equipment. Under the schedule there was department presentations starting with the Parks Department. The Mayor stated that in the morning there can be a discussion with Chairman Wardle to discuss the budget goals and then those would be sent out to the rest of the Council for review.

Chairman Wardle stated that there is calendar for budget preparation. The Parks Department would be during the current meeting and have Road C be presented on February 19th. Human Resources will be scheduled for the February 19th. The Road C projects are for fiscal year 2021, but the Mayor can put together a list of what has been identified as needing work in the future. It was decided to shift the Road C and enterprise fund projects to just a list for February 19th and have a discussion on the first week of March. Chairman Wardle asked for FTE requests from the departments for the second meeting in March. After the second meeting in March the calendar can be reset.

Chairman Wardle stated that there was a townhall scheduled for February 25th, but this might need to be postponed. Mayor Winn stated that it makes more sense to have it in April. Chairman Wardle asked the staff to be ready to schedule the townhall meeting at the first work session meeting in April. Mayor Winn stated that she has been approached by a Brigham Young Student who has an app for reaching out to constituents, she would forward the information to the Council.

Chairman Wardle asked Mr. Cook to present to the Council P.A.R Tax projects that the City are expecting or planning for. Mr. Cook presented the following list to the Council

- P.A.R. Tax 2020/2021
  - Restroom for Oquirrh Hills Golf Course back 9
  - Golf Course Deck Surface replacement
  - Dow James Kitchen Remodel
  - Dow James Power upgrade
  - Oquirrh Hills Golf Course Pond #2 Repair

- Park Impact Projects 2020/2021
  - England Acres Phase 2 Pavilion and Restroom
  - England Acres Phase 2 Playground
  - England Acres Phase 2 Parking Lot
- England Acres Phase 2 Landscaping/Irrigation
- Wigwam(discussion)

There were limited discussions about specifics of each of the items. Chairman Wardle asked questions about the specifics of the golf course restroom related to water and sewer connections. Mr. Cook and the Mayor stated that there are some timing issues with the area east of the England Park development. England Acre phase 2 should probably be delayed until the road is finished, but some of that is dependent on the phasing of the project to the east.

Chairman Wardle asked the Council to share any ideas or discussion items they would like to look into further with the Mayor. He asked Mr. Cook to come back to the Council in April with a prioritized list for the projects.

Chairman Wardle asked about the Birmingham Impact Analysis and when is the contract scheduled for completion. Mayor Winn stated that it will be completed by May 1st, as long as the City continues to provide information to the company.

Chairman Wardle asked the City Council to recess the work session meeting to be continued after the City Council Business Meeting.

**Council Member Graf motioned to recess the City Council Work Session at 6:55 pm.**

- McKellar Property Donation

Chairman Wardle opened the City Council Work Session at 9:40pm.

Mr. Darwin Cook stated a constituent reached out to the City to donate 5.51 acres for the purpose of the park. This would be from the McKellar family and they would ask that it includes McKellar in the name. The property is on Roger’s Street. This property is associated with other pieces of property and would need to be fenced. There may be roll back taxes that will need to be paid back due it being in the greenbelt. There has been no discussion about deed restrictions.

Mr. Baker stated that the roll back taxes is a four year look back period and the City would be assessed the difference between the agricultural property tax rate and the zoned rate, possibly RR-1. Chairman Wardle asked if that could be paid for out of impact fees? Mr. Baker stated the fees could be significant depending on the zoning.
Mr. Cook stated that the City owns property to the east of this property, but it is not adjacent. Council Member Brady stated that this would be a great place for a park with the incorporation of transportation general plan.

Mr. Cook stated the constituent has mentioned that she lives in St. George and had mentioned a BMX park in in St. George.

Mr. Baker cautioned the Council about deed restrictions.

Chairman Wardle stated that the Council would be interested in looking in to the donation with greater detail before deciding to take action.

6. **Close Meeting**
The meeting was closed by Chairman Wardle at 10:02pm. The attendees were Mayor Winn, Chairman Wardle, Council Member Brady, Council Member Graf, Council Member Hansen, Roger Baker, Jim Bolser, Cylee Pressley, Darwin Cook, Steve Evans, Glen Caldwell, and Chief Kirby.

The meeting adjourned at 10:44pm.

7. **Adjourn**

The meeting adjourned at 10:44 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 19th day of February, 2020

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Scott Wardle, Tooele City Council Chair