Tooele City Council
Work Session Meeting Minutes

Date: Wednesday, March 4, 2020
Time: 6:00 p.m.
Place: Tooele City Hall, Council Chambers
90 North Main St., Tooele, Utah

City Council Members Present:
Scott Wardle, Chair
Melodi Gochis
Tony Graf
Ed Hansen
Justin Brady

City Employees Present:
Mayor Debbie Winn
Glenn Caldwell, Finance Director
Michelle Pitt, Recorder
Roger Baker, City Attorney
Jim Bolser, Community Development Director
Steve Evans, Public Works Director
Paul Hansen, City Engineer
Darwin Cook, Parks and Recreation Director
Kami Perkins, Human Resource Director
Chief Ron Kirby, Chief of Police

Minutes prepared by Michelle Pitt

1. **Open Meeting**

Chairman Wardle called the meeting to order at 6:00 p.m.

2. **Roll Call**

Scott Wardle, Present
Melodi Gochis, Present
Tony Graf, Present
Ed Hansen, Present
Justin Brady, Present

3. **Mayor’s Report**

The Mayor updated the Council on these items:
Town Hall Meeting – the Mayor and staff will begin working on issues to discuss at the town hall meeting, and to prepare questions for the community survey. The Mayor asked the Council to email ideas for the survey questions to her. She said that a draft survey will be drawn up and sent to the Council.

Well Drilling – The City has a contract with Hydro Resources to drill three test wells. The City is going to work with Hydro to get a final quote to develop the wells near Red Del Papa, and the one west of Walmart by the golf course in Overlake. Once the quote is complete, it will be brought back to the Council for approval. There could be two wells on line by next summer.

Corona Virus – last week the Tooele County Health Department issued a statement, or a news release, about the virus. It was sent out to all government leaders in the community and is on their website. The Mayor reminded everyone to wash their hands for at least 30 seconds, and to avoid touching their faces.

Police Station – The Mayor said she did a walk through of the new police station yesterday. The building is very functional, but not overbuilt. The project should be completed underbudget. There are a few minor things that need to get done before they can receive the Certificate of Occupancy.

4. City Council Members’ Reports

Council Member Gochis reported that she has been working on the census. The City received a $1,000 grant and received a commitment from the County for $500 for the census. She is developing an ad for the Hometown Values publication. She has been working to reach out to the hard to reach population. She attended the Council of Governments meeting where there was a discussion about the tax incentive policy. The school district was anxious to become part of that conversation. Council Member Gochis plans to attend the school board meeting and County Commission meeting to present information about the census to them.

Council Member Gochis asked about working with a group from BYU, the R2K, to do a virtual town hall meeting, separate from the survey and the town hall meeting. The Council agreed to get a proposal from them to assist with gathering information from the community about the general plan and annexation plan.

Council Member Hansen asked Mr. Paul Hansen and Mr. Bolser about the procedure for putting things out for bid. Mr. Hansen answered that bids are scored and ranked. He added that the low bid is not always the best bid and the City is not required to always go with the lowest bid. Mr. Hansen said that local contractors receive a credit for being local, but it is not a dominate credit. The process is open and the City tries not to exclude anyone. Mr. Baker added that state law requires that all public works and building projects over about $200,000 be bid and that the lowest responsive responsible bidder be chosen.

Council Member Hansen asked about the funding for the statue that will be placed at the Veterans Memorial Park. Mayor Winn said that the Tooele City Arts Council took over the
fundraising for the statue. There is $17,000 still owing on the statue, which will be paid by the arts council. The arts council will bring an invoice to reimburse them through the PAR tax.

Council Member Brady said he was working on the overnight parking ordinance. He asked about the lights on 400 West. He was instructed to talk with staff about the work at 400 West. Council Member Brady said that one of the discussions at the Planning Commission meeting was why the City didn’t have building standards for commercial developments, like they do for residential housing.

Council Member Graf said that there are four businesses interested in the sign ordinance so far. He is trying to get more interest from businesses, including the Chamber of Commerce. He is also trying to look at other cities’ codes so that he can compare and contrast Tooele City’s ordinance with other cities. He is hoping to have this done by the end of the month. He has applied for the Change Leader Institute and is looking forward to participating in that. He is looking at ways to increase the arts in the City without incurring cost.

Chairman Wardle thanked the Council and staff for going through the changes with the new Council this year. He feels it is good to evaluate the meeting process after every meeting. He said that after the first reading of Ordinances, the Council can make a motion to move it to a second reading, or to table it for a later date. For Resolutions, the Council can move to adopt the Resolution, move it to a second reading, to table it until a later date, or to reject it.

5. Discussion:

- Conditional Use Fee
  Presented by Council Member Ed Hansen

Mr. Hansen said that he discussed the conditional use fee with Mr. Baker, Mr. Bolser, the Mayor, and researched other cities’ fees online. A few years ago the Council changed the fees. The current fee of $750 is near the top of the scale. Chairman Wardle explained that when the new fee was passed a few years ago, the goal was to capture the employees’ time. Mr. Bolser added that the issue with any fee is to what degree the City wants to subsidize it. The conditional use fee for home occupations is $150, others are $750. A lot of cities have a greater tax base so they are willing to subsidize more. Mr. Hansen said that Grantsville City’s fee is only $150, and is a smaller tax base than Tooele.

After some discussion the Council agreed on decreasing the commercial conditional use fee to $600 to match cities of similar size and tax base.

- Recycling
  Presented by Mayor Debbie Winn

The Mayor indicated that when the recycling fee was implemented, it was decided that it should pay for itself. She indicated that she would email information about current costs to the Council.

- Cemetery Fence
Presented by Darwin Cook

Mr. Cook stated that $40,000 was budgeted to replace the fence on the south side of the cemetery. Bids for that project came in under $40,000, but they received a bid for $128,374 to do the entire perimeter of the cemetery. Mr. Cook provided samples of fencing and gates to the Council. He indicated that the bid included a coating of the entire fence, both inside and out. He asked about gates to the cemetery. There would be about eight gates at $1,328 each. The main gate is $6,765. One problem is on the north side of the property that borders the old rest home, because there is a cement wall there. It would be different to install a fence there because of the retaining wall, and incur a cost of $10,720 additional if this section was done. Mr. Cook said that there were four different styles of fencing to choose from. Most cemeteries use the style with the sphere on the top, but there is a concern about wildlife being caught on this type of fence. There is currently a 5-foot fence, but the bids indicate prices for a 4-foot or 6-foot fence.

After a discussion, the Council decided to do fencing for the perimeter of the cemetery, with no gates. The Council also instructed Mr. Cook to keep the pedestrian walkthroughs. Staff is to decide whether to do the 4-foot or 6-foot fence.

- Capping Rezone Fees
  Presented by Jim Bolser

Mr. Bolser stated that when the City reestablished the rezone fees, the fee structure didn’t contemplate very large rezone applications. He suggested that there should be a cap on the rezone fees, even if they are for very large rezones. The proposal is to amend the fee schedule to cap the size of the rezone at a $6,000 fee for 50 acres regardless of how large the rezone actually is. The Council agreed with this change.

- Open Meetings Training
  Presented by Chairman Scott Wardle

Chairman Wardle reminded the Council to take the online open meetings training.

- Council Business Meeting Procedures

The Council stated that they liked moving the work session back to the large conference room, and the rearrangement of the room to allow seating for the public.

6. Closed Meeting to Discuss Pending Litigation and Property Acquisition

Council Member Graf moved to recess the meeting. Council Member Brady seconded the motion. The vote was as follows: Council Member Gochis “Aye,” Council Member Graf “Aye,” Council Member Hansen “Aye,” Council Member Brady, “Aye,” and Chairman Wardle “Aye.”

The meeting recessed at 6:55 p.m.
The meeting reconvened in a closed meeting at 8:30 p.m.

No minutes were taken on these items.

7. **Adjourn**

Chairman Wardle adjourned the meeting at 9:15 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 __________ day of March, 2020

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Scott Wardle, Tooele City Council Chair