

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. WORK SESSION
April 10, 2012

PRESIDING:	Mark Shepherd	Mayor Pro Tem
EXCUSED:	Don Wood	Mayor
PRESENT:	Kent Bush Mike LeBaron Kathryn Murray Bruce Young	Councilmember Councilmember Councilmember Councilmember
STAFF PRESENT:	Brian Brower Greg Krusi Scott Hodge Bob Wylie Nancy Dean Kim Read	City Attorney Police Chief Public Works Director Administrative Services Director City Recorder Deputy City Recorder
EXCUSED:	Adam Lenhard JJ Allen Eric Howes	City Manager Assistant City Manager Community Services Director

VISITORS: Ivan D. Anderson – North Davis Sewer District, Kevin Cowan – North Davis Sewer District, Phillip Heck – Brown & Caldwell Engineering

Mayor Pro Tem Shepherd called the meeting to order at 6:01 p.m.

UPDATE AND PRESENTATION FROM NORTH DAVIS SEWER DISTRICT

Ivan Anderson, North Davis Sewer District, reported the District had not completed any major improvements at the treatment plant since 2008 and stated any previous rate increases had compensated for low revenues associated with the decrease of impact fees. He reminded the Council he was Chairman of the Board, in addition he represented Clearfield City on the Sewer District Board with other municipal representatives. He introduced Kevin Cowan, District Manager, and Phil Heck, engineer, to the Council.

Mr. Anderson shared a visual presentation with the Council illustrating the proposed infrastructure improvement needs specific to the processes at the District. He stated a study was needed to determine if the collected impact fees were appropriate and reported the District currently assessed \$3,000 per new residential unit. He added the current monthly fee per residence was \$7.00.

Kevin Cowan, District Manager, informed the Council that the District was governed by the Environmental Protection Agency, (EPA) through the State of Division of Water Quality. He

explained all requirements the District was mandated to follow and reported on the workings and services provided by the District.

Phil Heck, Brown & Caldwell Engineering, explained the District's master planning efforts and reported it had last been updated approximately 10 years ago. He stated the solids treatment facilities had not been updated since the early 1980's and pointed out the recent growth in population resulted in the necessity to expand this operation. He informed the Council that the process was currently overloaded and would be necessary to upgrade by constructing two new digesters. He mentioned the existing secondary digesters had been in use since 1953. He reported on other proposed improvements deemed necessary at the treatment plant. He indicated costs for the necessary improvements had been minimized as much as possible.

Mr. Heck reported on other Capital Improvements needed at the District and stated some of the existing pipes were aged to approximately seventy years and were in a deteriorating condition. He continued the monitoring allowed the District to identify critical sections of pipes to prioritize for refurbishment. He shared an illustration reflecting the deterioration of the pipes.

Councilmember LeBaron inquired about monitoring of seepage associated with compromised pipes. Mr. Heck reported the only method of monitoring used by the District was with the cameras. A discussion took place regarding corrosion of the District's pipes. Mr. Heck explained how the use of a fiberglass liner could be installed inside the corroded pipes which significantly extend the life of the pipes by as much as eighty years. He reported on additional prioritized collection system improvements.

Mr. Heck reported the proposed cost estimates for the proposed improvements at the District and reminded the Council the majority of costs were associated with the bio solids specific to the digesters. Mr. Cowan reported the proposed rate increase for service was from \$7.00 to \$8.00 per month, per residential unit. He reminded the Council that the District was currently in the process of completing a rate study and believed upon its completion the monthly fee could potentially increase anywhere from \$11.00 to \$13.00. He shared a comparative rate chart reflecting what other entities paid for sewer treatment services. He informed the Council that the initial increase would be effective July 1, 2012.

Councilmember Bush inquired how commercial user fees were assessed. Mr. Cowan explained how the current rates for the City had been assessed. Mr. Anderson reported an impact fee study and user fee study were both currently being completed.

Mr. Anderson extended an invitation to the Council to tour the District and informed them the board meetings were scheduled every second Thursday, 6:00 p.m., at the Syracuse facility.

Mr. Anderson, Mr. Cowan and Mr. Heck left the meeting at 6:46 p.m.

DISCUSSION ON A FACILITY NEEDS ASSESSMENT FOR THE PUBLIC WORKS AND PARKS MAINTENANCE FACILITIES

Scott Hodge, Public Works Director, reported the City recently completed a Request for Qualifications (RFQ) to complete a facility needs assessment for the Public Works and Parks Maintenance facilities improvements. He stated a committee reviewed and ranked each of the five submitted proposals. He added after a meeting with the highest ranked proposal the City requested a formal bid estimating the cost. He stated funds had been appropriated in the current budget for the needs assessment and the proposal came in less than the appropriated amount. He added there were other identified studies which would need to be completed at a later date and the costs would be close to the appropriated funds. He indicated the goal for completion of the needs assessment was July 1, 2012 and stated this would come before the Council for approval during the policy session later in the evening.

The meeting adjourned at 6:53 p.m.

**APPROVED AND ADOPTED
This 12th day of June, 2012**

/s/Don Wood, Mayor

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, April 10, 2012.

/s/Nancy R. Dean, City Recorder