

CLEARFIELD CITY COUNCIL MEETING MINUTES  
6:00 P.M. WORK SESSION  
October 2, 2012

PRESIDING:	Don Wood	Mayor
PRESENT:	Kent Bush	Councilmember
	Kathryn Murray	Councilmember
	Mark Shepherd	Councilmember
	Bruce Young	Councilmember
EXCUSED:	Mike LeBaron	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Brian Brower	City Attorney
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Kim Dabb	Operations Manager
	Brad Wheeler	Street Superintendent
	Mark Baird	Water/Waste Water Superintendent
	Eric Howes	Community Services Director
	Randy Goodnight	Parks Superintendent
	Bob Wylie	Administrative Services Director
	Nancy Dean	City Recorder
	Kim Read	Deputy City Recorder

VISITORS: Scott Wilkinson – ASWN+JSA Architecture, Trooper Vanderbeek – Utah Highway Patrol, Scott Nelson – CEC Engineering, Todd Freeman – CEC Engineering

Mayor Wood called the meeting to order at 6:03 p.m.

TOUR OF THE FREEPORT WELL

The City Council left the City Shops and traveled to the Freeport Well located in the Freeport Center at 6:04 p.m. Kim Dabb, Operations Manager, explained how the well functioned and shared a demonstration with the Council.

DISCUSSION REGARDING THE UTAH HIGHWAY PATROL'S ADOPTION OF CLEARFIELD HIGH SCHOOL

Utah Highway Patrol Officer Trooper Vanderbeek explained about the adoption of Clearfield High School to promote the use of seatbelts for the students. He stated the winning school within the State would receive \$1000 to be used however the school desired. He expressed his opinion Clearfield High had a good chance of winning the contest and suggested the City could promote

seat belt use and also incentivize participating students. He added encouragement could be promoted by providing information in the City newsletter.

The Council left the Freeport Well at 6:40 p.m.

Trooper Vanderbeek left the meeting at 6:40 p.m.

The Council returned to the Public Works Shops facility at 6:45 p.m.

#### DISCUSSION AND REVIEW OF THE PUBLIC WORKS/PARKS SHOPS NEEDS ASSESSMENT STUDY

Scott Hodge, Public Works Director, introduced Scott Wilkinson, Architect, to the Council.

Adam Lenhard, City Manager, reviewed the process taken by the City to conduct the needs assessment regarding a new Public Works and Parks Shops Facilities. He pointed out the current facilities were aged and not in compliance with current building codes specific to mechanical and electrical systems and believed the City should begin to look long term to determine a plan for needs which could be addressed in the future. He encouraged the Council to ask any questions during the presentation.

Scott Wilkinson, Architect, expressed appreciation to Mr. Hodge and staff for their assistance with the process. He distributed a draft handout of the Facility Needs Assessment and emphasized the proposal identified future needs. He indicated efficiencies were highly considered for future buildings and processes and reported there were some deficiencies identified. He commented the site itself was inefficient and stated the draft proposal suggested relocating the access road.

Councilmember Murray clarified the draft study reflected both the Public Works and the Parks facilities. She inquired if any of the structures could be remodeled. Mr. Wilkinson responded the mechanics shop would need to be rebuilt as it was not structurally sound in the event of an earthquake. He continued none of the buildings were ADA (Americans with Disabilities Act) accessible and any remodel to existing facilities would require compliance. He stated that issue would be addressed in the study.

Mr. Hodge explained challenges with the multi-purpose room being used as a break room, conference room, etc. and as a training room and discussed the amenities of the building. He explained how the improvements would be completed in phases which would allow operations to continue during the process.

TOUR OF THE PUBLIC WORKS SHOPS AND THE PARKS SHOPS

The Council toured the facilities at 7:10 p.m.

The Council returned from the tour at 7:55 p.m.

Mr. Wilkinson shared several illustrations specific to the draft proposal and explained the entire project was proposed to be completed in four separate phases. He shared specifics associated with the first phase of the project. Mr. Lenhard pointed out how the proposed aesthetic improvements would benefit the general area. Mr. Wilkinson directed the Council to page 67 of the draft plan which identified the costs associated with each phase of the project. Councilmember Murray inquired where funding for the project could be identified. Mr. Lenhard stated the funding source had not yet been identified but believed the majority of the improvements would need to be funded from the enterprise funds.

Mr. Lenhard reviewed the process used to determine whether this location was best for the proposed facility and reported staff believed the current location was best and distributed a handout used to justify that determination. Mr. Wilkinson expressed his agreement with Mr. Lenhard's conclusion to keep the facilities at the current location. The Council discussed whether it would be in the best interest of the City to invest the amount of funds for improvements at this location. JJ Allen, Assistant City Manager, pointed out if the location were to be moved to State Street for example the City would lose out on revenue from commercial ventures. Mr. Hodge pointed out the advantage of the current facility being centrally located.

Mr. Wilkinson emphasized the distributed needs assessment is currently in draft form and requested any questions or comments be made to Mr. Hodge. Mr. Hodge stated the study would come before the Council for approval in a future policy session.

The meeting adjourned at 8:30 p.m.

**APPROVED AND ADOPTED**  
**This 9<sup>th</sup> day of October, 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, October 2, 2012.

/s/Nancy R. Dean, City Recorder