

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
August 8, 2017

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Bruce Young	Councilmember
STAFF PRESENT:	Adam Lenhard	City Manager
	JJ Allen	Assistant City Manager
	Stuart Williams	City Attorney
	Scott Hodge	Public Works Director
	Greg Krusi	Police Chief
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Development Services Manager
	Summer Palmer	Administrative Services Director
	Rich Knapp	Finance Manager
	Terrence Jackson	IT Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Brady Jugler – Planning Commission Chair, Robert Stotts, Eric Allen, DJ Hubler

Mayor Shepherd called the meeting to order at 6:00 p.m.

DISCUSSION ON THE BID AWARD FOR THE 2017 ROAD MAINTENANCE PROJECT

Scott Hodge, Public Works Director, stated staff solicited bids to make improvements to various roads throughout the City. He indicated two bids were received and the lowest responsible bidder was Staker Parson Companies with the bid of \$627,068.80. He described the areas that would see improvement through the project. He reported a change order would be issued following the award of the bid that would reduce the pricing for the surfacing of a portion of the Rail Trail.

Councilmember Roper asked if the condition of 1000 West by Holt Elementary would be addressed through the project. Mr. Hodge responded that area was part of the project. Councilmember Bush asked if the road would need to be closed while the work was being conducted. Mr. Hodge stated there would be road closures. Councilmember Peterson suggested road closures be advertised by the City in advance through social media and other available options.

Councilmember Phipps asked if the City was responsible for the maintenance of 1000 West south of 200 South. Mr. Hodge explained the City was responsible for the east side of that road and Syracuse City was responsible for the west side. He stated Syracuse City had improved its portion of the road within the last three or four years. He indicated the current Clearfield project would be used to improve the east side of the road to the railroad spur near 700 South.

Councilmember Bush asked staff to make sure the map identifying the street projects was provided to residents on the City's social media outlets. Trevor Cahoon, Communications Coordinator stated he would take care of that request.

DISCUSSION ON THE ENERGY PERFORMANCE PROJECTS

Eric Howes, Community Services Director, reported on the implementation of energy saving projects which involved the conversion of the lighting at the Clearfield Aquatic and Fitness Center, City Hall, and streetlights to energy efficient LED (Light-emitting diode).

DJ Hubler, McKinstry, informed the Council that the implementation of the energy performance projects had produced better than expected savings for the City in addition to qualifying the City to receive rebates from Rocky Mountain Power. He reported the City still had just under \$100,000 in rebates and contingency that the Council might want to consider for additional energy saving projects. He suggested the Council consider the following HVAC (Heating, Ventilation, & Air Conditioning) projects for City Hall:

- Upgrade BAS to allow for zone-level scheduling and airflow adjustments
- Install BACnet cabling to allow for future maintenance and upgrade flexibility
- Install new VAV box controllers with occupancy sensors
- Rebalance the airflow

Mayor Shepherd asked if the proposed projects could be completed with the available rebate and contingency funding. Mr. Hubler stated the project scope could be adjusted to stay within the available funding. Councilmember Phipps asked if the purpose of the additional projects was to reduce heating and cooling in unoccupied spaces. Adam Lenhard, City Manager, explained the specifics of the current imbalance in the system at City Hall. He indicated the projects would do a lot to bring those systems into balance.

Councilmember Bush asked if the additional funding was a combination of the remaining contingency plus what the City had recognized in energy savings since implementing other projects. Mr. Howes explained any savings in energy costs currently recognized had been used to make payments on the original loan. He continued the additional funding was recognized from the remaining contingency funds and rebates from Rocky Mountain Power.

DISCUSSION ON THE AMENDMENT TO THE INTERLOCAL AGREEMENT WITH LAYTON, CLINTON, SYRACUSE, AND DAVIS COUNTY FOR PARTICIPATION WITH THE NORTH DAVIS METRO SWAT TEAM

Greg Krusi, Police Chief, stated that all of the cities named in the Interlocal Agreement participated with the Metro SWAT Team. He explained the amendment changed the agreement

by adding Davis County through the Davis County Attorney's Office as a participant as well as formalized the relationships, clarified the obligations of each party, and made available the resources of the SWAT team to each participating agency. He reported the City currently budgeted for two police officers and their equipment to participate on the SWAT team. He indicated there were no costs to the City to receive the benefits of the specialized training of each officer during an incident.

Councilmember Peterson asked if SWAT was deployed on demand by incident. Chief Krusi explained participants responded as needed and would attend to other duties at all other times. He commented there were not enough incidents to justify active full-time positions.

DISCUSSION ON THE ADDENDUM TO THE AGREEMENT WITH UTAH TRANSIT AUTHORITY (UTA) REGARDING THE DENVER AND RIO GRANDE WESTERN (D&RGW) RAIL TRAIL

Eric Howes, Community Services Director, stated the City budgeted \$25,000 last fiscal year to make landscaping improvements on the east side of Steed Park along the Rail Trail. He explained the project was delayed while the addendum was negotiated because the original agreement with the Utah Transit Authority (UTA) only allowed the City to maintain the trail; it did not allow the City to plant trees or perform surface grading. He stated the City would still retain the maintenance of the area but might also have to remove the improvements if UTA determined it needed to use the property for something else at some point in the future.

Councilmember Peterson asked if the improvements would create better visibility from Holt Elementary. Mr. Howes responded the project was intended to make the overall landscaping in the area by Steed Pond more appealing by planting more trees and other beautification items in addition to improving the maintenance issues in the area. He acknowledged the project would not solve all the visibility problems in that area.

Councilmember Bush asked if the addition of benches was included in the scope of work. Mr. Howes explained the City was already allowed to place benches in the area but with the addendum it would be authorized to install surface pads for those benches as well with the stipulation that improvements might be removed if UTA determined it needed the property for something else.

Councilmember Phipps asked if the project would improve the sloughing off problem behind Steed Pond. Mr. Howes responded it would not entirely solve that issue but the addendum provided the City more authority to work toward resolving that issue, which was more than it could do previously.

Councilmember Bush commented some residents along the trail had removed portions of the fence. He asked if UTA would require the fencing to be replaced. Mr. Howes responded the addendum did not address fencing specifically, but it did require the City to return the area to its original condition should UTA need it for something else.

DISCUSSION ON THE CITY YOUTH COMMISSION

Trevor Cahoon, Communications Coordinator, reported the results of the interest survey conducted by the City regarding the creation of a City Youth Commission. He indicated seventeen individuals responded to the survey and expressed interest in being involved in some way. He indicated the respondents to the survey expressed interest in the Youth Commission being involved with parks, recreation, justice court, marketing, social media, special events, land use, police, public works, and records. He indicated the highest ranking interests were parks, recreation, social media, and special events. Councilmember Roper expressed his opinion the City could create more interest by having youth apply to participate. He asked if the City could get the application into the school system so the youth could be notified of the opportunity. Mr. Cahoon stated he would contact the advisors for the student government at Clearfield High School and North Davis Junior High to get the word out.

The Council directed staff to put a simple application together without restrictions based on academic abilities. It was determined that once established, the Youth Commission would determine its bylaws and where it wanted to use its resources. Mr. Cahoon added he would also send the application to those for whom he had collected contact information during the survey. Adam Lenhard, City Manager, suggested giving the Youth Commission a good start by providing funding for a social activity that would help build interest and help participants get to know each other better. He also wondered if the Council would prefer staff to move forward working with Councilmember Roper to organize the Youth Commission and include updates as necessary in the monthly reports rather than discussions during a work session. Council agreed working with Councilmember Roper and receiving any updates in the monthly report would be sufficient going forward.

Councilmember Young moved to adjourn the work session and reconvene in policy session at 6:34 p.m., seconded by Councilmember Bush. All voting AYE.

**APPROVED AND ADOPTED
This 12th day of September, 2017**

/s/Mark R. Shepherd, 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, August 8, 2017.

/s/Nancy R. Dean, City Recorder