

ALPINE CITY COUNCIL MEETING
Alpine City Hall, 20 N. Main, Alpine UT
May 8, 2012

I. CALL MEETING TO ORDER: The meeting was called to order at 7:00 pm by Mayor Hunt Willoughby.

A. Roll Call: The following were present and constituted a quorum:

Mayor Hunt Willoughby

Council Members: Will Jones, Bradley Reneer, Mel Clement

Council Members not present: Troy Stout, Kimberly Bryant

Staff: Rich Nelson, Charmayne Warnock, David Church, Shane Sorensen, Jay Healey, Jed Muhlestein, Annalisa Beck, Jannicke Brewer

Others: David Broome, David Taylor, Marlene Smith, Ron Mika, Sadie Dalley, Alex Rainsdon

B. Prayer:

Mel Clement

C. Pledge of Allegiance:

Sadie Dalley

II. PUBLIC COMMENT: Dave Taylor said he had lived on Meadowbrook Drive and had lived in Alpine since 1991. He wanted to know if the Council was interested in having summer concerts in the park during the evening. He said he had the ability to set up gear and organize bands that would play. He would be happy to organize it and expected no financial contribution, although the Council could help by noticing it on the City website and allowing some posters. He said he felt the concerts would be well attended. He wasn't sure where would be the best place for concerts. He would also like to have some kind of concessions available - probably from some of the local food places.

Mayor Willoughby said the Gazebo in Legacy Park had been used in the past but it was too noisy because of traffic.

There was a discussion about possible locations and power sources for the equipment. A depression in the new Creekside Park was mentioned. There would need to be a discussion with neighboring residents who may not like the noise.

David Church said that if the City was going to do that they would need to check on licensing. There were at least two organizations BMI and ASCAP that handled licensing fees when cities held concerts, otherwise the City could be fined.

Dave Taylor said he would develop the idea and bring it back.

Youth Council Report: Sadie Dalley and Alex Rainsdon were the co mayors for the Youth Council. Sadie Dalley reported on some of the services and activities of the Alpine Youth Council over the past year. They helped with the Memorial Day Breakfast, put of flags along Main Street for the holidays, tied quilts, made 400 sandwiches and served them for the Salvation Army. They did the Alpine Days water games and concessions, assisted the Arts Council with the Story Haunt, planned the Meet the Candidate Night for the election, brought dinner for the election judges, participated in the Christmas Box houses. She said that was one of their favorite projects. They attend the USU Leadership conference which had great speakers and good food.

Alex Rainsdon reported that the Council organized and carried out Santa's visit to Alpine, ushered for the Alpine Christmas Concert, and attended the Utah State Legislature to watched them pass bills. They worked at the Salt Lake City food bank and helped with activities for the seniors at the Senior Living Center. They had a prom for them and a Valentine party. The residents loved it. They also cleaned up Lambert Park and conducted the interview process for new members of the Youth Council. They also did the Easter Egg Hunt and conducted an Alpine Youth Council Leadership Training. She said it had been a pleasure to serve as mayor.

Mayor Willoughby thanked the Youth Council for their many hours of valuable service and thanked Marlene Smith and other adult advisors. He said the new council would be coming to a meeting and shadowing them.

Bob McDonald said he lived at 727 North Main Street. He had talked to the City Council the previous year and talked about the speeding on Main Street. It was a major problem for their neighborhood. There was a large volume of traffic and much of it went too fast. Last Monday a visitor was parked in front of his home and their car was totaled by someone speeding down the road. She had two children in the car which were fortunately wearing seatbelts and there were no serious injuries. He asked the Council to consider radar signs that indicated a vehicle's speed. He felt most drivers would act responsibly and would slow down if they knew how fast they were going. He said he didn't think periodic police enforcement was helping. He also requested a stop sign where Heritage Drive turned onto Main Street.

Mayor Willoughby asked Shane Sorensen to look at the intersection and see if a stop sign was warranted. Shane explained that traffic engineers said stop signs were not a good way to slow traffic because cars tended to accelerate after pulling away. Regarding the radar signs, Mr. Sorensen said the one on 400 West was functioning at about 80 percent because the LEDs had been knocked out. Vandalism was a big problem. There were four other signs in Alpine which had been obtained by a grant to the school and only three were left. The fourth one was stolen.

III. CONSENT CALENDAR

A. Approve minutes of April 24, 2012

MOTION: Mel Clement moved to accept the minutes of April 24, 2012 as corrected. Bradley Reneer seconded. Ayes: 3 Nays: 0. Motion passed.

IV. REPORTS AND PRESENTATION

A. Financial Report for 2012: Annalisa Beck said the Council had indicated they wanted the Financial Report to be simpler and more explanatory. In response to that she had eliminated the pages with just the numbers and added a brief explanation under each colored graph. She said the balance for the General Fund was up, primarily because of the PEHP holiday where the City didn't have to pay insurance premiums because the demands on medical were down. Property tax revenue was up due to new growth. Sales tax was where they wanted it to be. Plan check, construction fees and impact fees were up because permits for six new homes were issued in April. The capital improvement fund was down because the City purchased a new playground and a new mower. The culinary water sales were at 83 percent. She summarized by saying that overall everything looked good.

V. ACTION/DISCUSSION ITEMS

A. Tentative Budget for Fiscal Year 2012-2013

PUBLIC HEARING ON TENTATIVE BUDGET FY 2012-2013

Rich Nelson gave an overview of the Tentative Budget. They projected a General Fund increase in revenue. A decrease in fund spent on salaries was projected. Some new things were in the budget including \$15,000 to deal with emergency preparedness. There were increases in parks and cemetery because the City had more parks and needed more workers and more supplies.

Mayor Willoughby opened the Hearing to public comment.

Jannicke Brewer said she always wondered why the Budget included funds for the Junior Miss pageant and the Miss Timpanogos pageant when the City had a policy of not subsidizing programs. There were youth in sports programs and piano lessons, etc., and the City did not subsidize that.

Mayor Willoughby said he thought they had eliminated that from the budget several years ago and wondered if they were actually paying it. He had told the students from the junior high that the city wasn't donating to the different groups. Annalisa Beck said the payment was still going out.

There were no more comments and the public hearing was closed. They moved to the Council discussion.

Water Rates

Rich Nelson said Bradley Reneer had requested to have the water rate increase back on the agenda for further discussion.

Bradley Reneer said there were comments made after the motion that may have changed his vote and he wanted to reopen the discussion. He was concerned about the staff hours that would be required to decide which renters or residents with large medical bills wouldn't have to pay the same water rates as everyone else.

Rich Nelson said there were three areas of eligibility staff would address: 1) they would look at the low-income elderly people; 2) they would look at residents with medical hardships; and 3) they would consider renters who qualified for a reduction.

He proposed the City use the information from Utah County regarding elderly or low-income homeowners who qualified for the tax abatement program, information from the state on renters who qualified for assistance, and information from the HEAT program run by Mountainlands, which took into account medical bills from the previous month. People would have to bring in their documentation and show that they qualified. He didn't think staff time would be excessive. The most difficult program to administer would be the medically indigent.

Bradley Reneer asked if there would be a chart showing what the adjusted rates were. Rich Nelson said there would be no adjustment. The water rates would just stay where they currently were without the increase.

Will Jones said it was his intent in the motion that the residents would go to the other entities and get the reduction, then bring the verification to Alpine City.

Mel Clement said his position was that with most services they had to look at the cost value. If someone qualified for the abatement it ended up as a saving of \$36 a year. He didn't think that was worth staff time and not that beneficial to the person who was receiving it. It was too much like what the feds were doing.

Rich Nelson pointed out that if the Council revoted on the issue, it would have to be a unanimous vote since there were only three of them present. However they could bring it up in a later meeting when more were present.

Budget Summary: Rich Nelson said they were anticipating the same revenue as last year from property tax, sales tax, motor vehicles, franchises fees, licensing and permits. They were considering not accepting the state liquor funds because of the paper work that was required to get it. The revenue from traffic school had gone down substantially.

Regarding traffic school, David explained that the state was unhappy because they weren't getting their portion of the fine when police agencies started waiving the traffic violation fine if the offender went to traffic school. The policy was changed so that the fine still had to be paid even if the individual went to traffic school. Attendance dropped and traffic school became available as an online class.

Rich Nelson said salaries were down because of a change in insurance benefits. Regarding the Council Discretionary fund, about \$5000 had been spent thus far this year. In response to a question about what came out of the fund, Rich Nelson said it paid for the Christmas party (which they didn't have last year) and bonuses for staff. Flowers for births and deaths and miscellaneous costs were included.

Mr. Nelson said court expenses were up because of technical expenses and could always increase. Alpine City paid 45% of the judge's salary and 42% of the other costs. Rent was included in the other costs. Since there was no municipal election this year, that would save \$6,000 but there had been discussion about budgeting \$3,000 every year and saving it for election years.

Emergency services increased by \$100,000 which was for another police officer. There was a \$70,000 decrease in the fire department that resulted from a determination in how they paid for fires. There was a benefit reduction for staff.

There was a discussion about the caretaker agreement for Moyle Park. The rental agreement with the Vernons had expired and the City would be revisiting the terms since there had been some complaints about the maintenance. The Council agreed it was good to have caretakers at the park because it prevented vandalism and theft.

There was a discussion about funds for the Junior Miss and Miss Timpanogos pageants since the Council had a policy of not supporting the various groups that requested funding. Mayor Willoughby said he thought it had been taken out several years earlier. David Church said that most likely it was taken out then put back in after the Council was lobbied by the organizers of the pageants. Annalisa Beck said the rodeo queens for Alpine Days raised their own money.

Bradley said he didn't mind letting them use the facilities but he was uncomfortable with paying them. He asked to see a breakdown of where the money went. It was thought the funds went toward scholarships for the winners.

MOTION: Bradley Reneer moved to take the \$4500 for the pageants out of the budget. Mel Clement seconded. Ayes: 2 Nays: 1. Bradley Reneer and Mel Clement voted aye. Will Jones voted nay. Motion failed. Will Jones said he would like to see a breakdown first.

Rich Nelson said the tentative budget would transfer unappropriated money to the capital improvement fund. They wanted to build up some savings.

David Church said cities were advised to have at least 5 percent in the unappropriated fund but could not have more than 18%.

Mel Clement asked what kind of controls the City had in place to prevent embezzlement. Annalisa Beck said they had separation of duties. Since they didn't have a large staff, they had people doing a lot of different things. Someone created the check then Annalisa Beck and Rich Nelson reviewed it. They also had an outside auditor.

Will Jones asked why the City was paying UTA. David Church explained that the payment wasn't coming from any city funds. It was a pass-through fee. When the system was set up, the UTA sales tax was collected by the member cities and passed back to UTA. He said there was a way for the city to separate itself out but the paperwork wasn't worth it.

There was a discussion about streetlights which cost the City \$50,000 a year which they paid to Rocky Mountain Power. The City could own the streetlights but then they would have to maintain them. A larger city would have the manpower and necessary equipment but it would probably be more expensive for Alpine to maintain the lights.

Will Jones suggested they just turn the lights off. David Church said that if it went dark, they would probably see a revolt from the citizens. Mr. Church said some cities charged citizens for the cost of streetlights by adding it to the monthly utility bill.

There was a brief discussion about the liability of carrying comp time for employees on the books. Rich Nelson said that when the Personnel Manual came to the Council for approval, they would have a more in-depth discussion about the issue.

The budget included a 2% merit raise for staff. Mayor Willoughby explained that in the past it had not been an across-the-board raise. Some got 1% while others got 3%.

They discussed the possibility of a salary range for each position with steps in between. Rich Nelson said he thought a salary range created a false expectation that an employee's pay would increase. Bradley Reneer said he'd like to see a salary range with the increases tied to merit.

Will Jones said he was struggling with a 2% increase across the board. A two percent increase for someone with a high salary was considerably more than for someone with a low salary, and that was not equal. He said he'd like to see if they could put together some kind of criteria that was going to be fair and maintain morale. The city was small and it was easy to see if someone got a two percent increase and someone else didn't.

Mayor Willoughby said the budget was balanced with the 2% increase included in it and encouraged the Council to approve it saying the employees were their greatest asset.

MOTION: Bradley Reneer moved to budget a two percent merit increase to be based on evaluations of individuals and the value that each position contributed to the city. Will Jones seconded. Ayes: 3 Nays: 0. Will Jones, Bradley Reneer and Mel Clement vote aye. Motion passed unanimously.

Alpine Drive Project: Rich Nelson said this item was in their packet for information only since they'd had questions about it at the previous meeting. It didn't need to be discussed.

Information on abatement or rate reduction: Rich Nelson said this had been discussed under Water Rates.

Goals and Objectives: Rich Nelson asked if the Council wanted to set some goals and objectives. Bradley Reneer said he would like to find a way to cut back. He didn't want to have any more tax increases.

MOTION: Will Jones moved to accept the Tentative Budget FY 2012-2013. Mel Clement seconded. Ayes: 3 Nays: 0. Will Jones, Bradley Reneer and Mel Clement voted aye. Motion passed unanimously.

B. East Mountain Plat D Address Issues: Shane Sorensen had included a memo in the packet explaining a problem in the addresses in East Mountain Plat D. Plat D was approved in 1991 and the cul-de-sac was given a street name of 900 South. However it wasn't recorded until 2005. In the meantime, Smooth Canyon Plat A was recorded in January 2001 and no one realized that the unrecorded Plat D had a street address of 900 South which didn't logically work with the Smooth Canyon addresses. When Plat D was eventually recorded, the inconsistent addressing was discovered and became a problem as homes were built. Shane Sorensen proposed that the 900 South cul-de-sac be renamed Chapman Lane (884 South). The lots on the cul-de-sac would keep the same east coordinate.

MOTION: Will Jones moved to approve the address corrections as needed on East Mountain Plat D. Mel Clement seconded. Ayes: 3 Nays: 0. Motion passed.

C. Vintage Place Plat B Minor Subdivision: Will Jones declared a conflict of interest on this item and it was not discussed because there were only three Council members present and he did not wish to vote.

D. Water Master Plan Update: Shane Sorensen said that the impact fees also covered the cost of updating the master plans. There was a less comprehensive annual update and more comprehensive 5-year update. Both the culinary and secondary water were included in the update. There was a proposal from Horrocks Engineers, who had done the water modeling for Alpine for years, to update the master plan. Shane Sorensen recommended staying with Horrocks. Another firm may want other information which could increase costs. The proposal included the possibility of eliminating \$2,328 from the overall cost if the City designated an engineer to be responsible to maintain and update the hydraulic model, and provide certifications on each project. Shane Sorensen said John Schiees was the engineer who had worked with Alpine in the past. He said the City needed a good analysis to be defensible.

MOTION: Will Jones moved to approve the Water Master Plan Update with Horrocks Engineers with the addition that John Schiees would be the designated engineer for a savings of \$2,328. Bradley Reneer seconded. Ayes: 3 Nays: 0. Will Jones, Bradley Reneer and Mel Clement vote aye. Motion passed.

E. Ordinance No. 2012-02, Storm Water Ordinance: Jed Muhlestein explained that the City needed to adopt amendments to the Storm Water Ordinance in order to be in compliance with state and federal regulations. As part of the ordinance, the City would begin charging fees for land disturbance permits. A credit would be available for those commercial institutions, including schools and churches, that had their own onsite detention. The cost would be \$200 for a land disturbance permit for a year. For every month they went beyond the year there would be a charge of \$30 a month.

The Clean Street Ordinance which has been part of the Development Code would be incorporated into the Storm Water Ordinance. A change regarding curb ramp requirements was recommended. The existing ordinance required curb ramps to be constructed of asphalt, steel or wood. It was recommended that "clean gravel that was 2"-5" in size and spread no further into the street than two feet from the curb face" be included as an option.

David Church explained that the City did not have an option on whether or not to adopt an ordinance. The federal and state government had regulations on storm water disposal and they felt cities were the best entities to administer those regulations because they were the collectors and enforcers. A model ordinance had been written by the state and passed onto the cities so there would be some continuity among the cities.

Since members of the Council had a lot of questions on the ordinance, it was continued to the next meeting. Jed Muhlestein said that if the Council wanted to meet with him individually prior to the meeting he would meet with them and explain the ordinance.

MOTION: Will Jones moved to put the Storm Water Ordinance back on the agenda in two weeks for approval to after a review of changes. Bradley Reneer seconded. Ayes: 3 Nays: 0. Motion passed.

F. Resolution No. 12-04 - Amend the Consolidated Fee Schedule to include a fee for a Land Disturbance Permit: This item was also postponed because the changes related to the Storm Water Ordinance.

VI. STAFF REPORTS

Rich Nelson said Andrea Chapman had decided not to come back to work and would be staying home to take care of her baby. He had extended an offer of fulltime employment to Marla Fox who had been filling in part-time while Andrea was gone.

Shane Sorensen said the City had sold the old playground in Legacy Park for \$3,125 which meant they ended up paying less than \$5000 for the new one. He said there were two big trees that would need to be taken out to make the new playground fit but there would still be shade. The one tree was already basically dead. He said there had been calls from residents wondering where the playground went. Mel Clement suggested they put up a sign that said New Playground Coming.

Shane Sorensen said the settling pond up Fort Canyon on the Asay property was constructed and in operation.

VII. COUNCIL COMMUNICATION

Mel Clement reported there would be a North Point Solid Waste meeting on Monday. One of the items they would discuss was the landfill in Fairfield.

Bradley Reneer said Craig Carlisle compiled the agreements regarding city representatives sitting on the TSSD Board. Alpine was one of the original members and the cities did join with the understanding that they would have representation.

Will Jones said there could be a scout project to create a calendar showing the pick-up day for the recycling cans.

Mayor Willoughby

1. He said he had met with Senator Mike Lee regarding Troy Stout's suggestion they look into controlling the ground between city limits and the forest land around Alpine.

2. The Memorial Day program and breakfast was coming up on May 28th. Traditionally the Council had cooked the breakfast. Kimberly Bryant was doing the shopping for it.

3. He asked if the Council wanted to contact the property owners around the triangular piece of land at the corner of Ridge Drive and Canyon Crest and see if any of them were interested in taking it over. Shane Sorensen asked if it would be a problem if it was part of the open space requirement for density. David Church said no but they would need to first offer it to the developer if it had been less than 15 years. If it was over 15 years, the City could surplus it.

VIII. EXECUTIVE SESSION: None held.

MOTION: Will Jones moved to adjourn. Mel Clement seconded. Ayes: 3 Nays: 0. Motion passed.

The meeting was adjourned at 10:25 pm.