

**Minutes of the North Logan City
City Council
Held on March 16, 2016
At the North Logan City Library, North Logan, Utah**

Damon Cann made a motion to appoint Nancy Potter as Mayor Pro Tem for this meeting. Kristen Anderson seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.

The meeting was called to order by Nancy Potter at 6:30 p.m.

Council members present were: Nancy Potter, Roger Anderson, Damon Cann and Kristen Anderson. (John Bailey was excused and Mayor Lloyd Berentzen was in attendance for the Executive (Closed) Session item only).

Others present were: Jeremy Jensen, Gage Dodson, Henry Anderson, Eric Dodson, Adam Winger, Geri Christensen, Kevin R. Duke, James Duke, Bracken Atkinson, Brent Skinner, Chief Kim Hawkes, Alan Luce, Jordan Oldham, Cordell Batt, Jason Killinen, Brett Robinson, Lydia Embry, Scott Bennett, Jeff Jorgensen and Marie Wilhelm.

The Pledge of Allegiance was led by Chief Kim Hawkes.
An invocation was given by Damon Cann.

Adoption of Agenda

Kristen Anderson made a motion to adopt the agenda as presented. Damon Cann seconded the motion. A vote was called and the motion passed unanimously with Kristen Anderson, Roger Anderson, Damon Cann and Nancy Potter voting in favor.

Approval and Follow-up of Minutes of February 17, 2016 City Council Meeting

Minutes were approved as presented.

Review of Action Items

Jeff Jorgensen reviewed the action items list with the council.

New Business

Consider a resolution formalizing the acceptance of the North Park Police Agency Interlocal Agreement.

Chief Kim Hawkes explained this item and the purpose for needing a resolution, primarily to ensure that everything is done thoroughly, and to get the Police Commission certified with URS.

Damon Cann made a motion to adopt resolution 16-04. Roger Anderson seconded the motion. A vote was called and the motion passed unanimously with Kristen Anderson, Roger Anderson, Damon Cann and Nancy Potter voting in favor.

Consider adopting a different logo for the city.

Alan Luce explained the process the City went through in considering an updated logo for the City; what the impetus was in starting this; and some of the issues they had with the old logo, particularly in having it embroidered onto various City items, and questions about the meaning of the logo. He showed the new logo possibilities to the council, and explained the results of the citizen opinion survey that the City staff conducted.

Alan addressed various questions from the council, and they continued their discussion on this.

Damon Cann said he liked the one that had received the most votes and commented further.

Nancy Potter asked to see the logos presented in various logo situations, for instance on a shirt, and in black and white.

Roger Anderson also said he liked the one that had received the most votes.

City Council Work Session Items

2017 Budget Presentations

-Parks Department

60 Jordan Oldham presented the budget for this department. He gave an update on various planned
61 park improvements and explained their efforts to promote the City's parks and what they offer;
62 and also said North Logan has more park usage than any of the parks in the valley. He
63 discussed the donations they have obtained to help build various things, including to have the
64 splash pad installed.

65 He further detailed various costs, expenditures and revenues in his budget.

66 Jordan addressed questions from the council, including fuel costs, and a suggestion from Damon
67 Cann about potentially getting donors to help fund the cost for the parking lot at Elk Ridge Park.

68

69 -Recreation Department

70 Jordan Oldham presented the budget for this department and discussed the various programs
71 and activities done through the parks department to enhance the community.

72 Jordan addressed a question from Damon Cann regarding the recreation coordinator's position
73 being funded by the revenue he brings in.

74 Jaren Gunnell introduced himself as the City's new Recreation Coordinator, and explained his
75 background and his intentions for the position.

76 Jordan discussed some of the recreation programs further; and discussed the success and
77 revenues gained from different programs, including the recreation soccer program. He further
78 detailed various programs and activities related to the Recreation Department. He addressed
79 various questions from the council.

80

81 -Cemetery Department

82 Alan Luce presented the budget for this department, and discussed costs and expenditures, and
83 the need to expand to Phase II, and also improve the road to the cemetery. He also discussed
84 the upcoming Memorial Day Program.

85

86 -Community Development Department

87 Cordell Batt presented the budget for this department and highlighted some of the projects they
88 have worked on, including working with the Planning Commission on the Land Use Element of
89 the General Plan. He discussed being part of the approval process for building permits, and that
90 the amount of those permits are increasing this year. He further described some of the items and
91 projects that the Planning Commission has been working on. He continued to review the items
92 within his budget, and addressed various questions from the council including the council's
93 recommendation for the need to offer training to the commissioners and for them to attend
94 conferences.

95

96 Review and discuss the memo from the Planning Commission with a proposed process to revise
97 the Land Use Element District Plans and how to move forward with public input (committees),
98 hearings and district planning meetings, etc.

99 Brett Robinson discussed the work the Planning Commission has done on this and presented the
100 information on this; and explained their recommendations for how to move forward with the
101 process of putting together the districts and committees. He addressed various questions from
102 the City Council and discussed various items with them.

103 Nancy mentioned that the council is happy with the document, but that it needs the Mayor's
104 support, as well.

105

106 Discuss a variety of issues to be put into an ordinance and/or resolution to update miscellaneous
107 regulations in the City Code including:

108

a. Length of time for holding dogs prior to euthanization;

109

b. Modifying certain definitions within the personnel policy regarding categories of
110 employees, discussing the use of comp time vs. overtime, and defining certain
111 employee benefits

112

c. Modifying requirements for building permit applications; and

113

d. Changing building permit application fees and other misc. fees within the Master Fee
114 Schedule.

115

Jeff Jorgensen discussed all of the items together and explained the reasons for the changes and
116 updates.

117

Alan explained the situation requiring the changes to some of the cemetery fees, including the

118 need to better cover costs for burials, particularly on Saturdays. He further discussed the rates
119 other cities charge, and discussed various related items with the council. He discussed the
120 problems that they have with monuments and headstones being improperly placed at gravesites;
121 as well as some of the issues that require quite a bit of time for staff to facilitate, hence the reason
122 for some of the fee changes.

123 Nancy Potter said the Cemetery Committee would like City Attorney, Bruce Jorgensen to draft a
124 legal letter that can be sent to monument companies that place monuments at the North Logan
125 Cemetery without the City's permission; and then the City can charge a \$500 fine for doing so.
126 She commented further on the letter's format and how it would be used.

127 Jeff continued to discuss some of the proposed changes recommended for the Master Fee
128 Schedule for various items, and addressed questions from the council. He discussed the
129 situation with fees for subdivisions and the difficulty in determining appropriate fees. He also
130 discussed building department fees.

131 Jeff said these will be coming back to the council in ordinance or resolution form for their
132 consideration and approval.

133

134 **Reports from city officers, boards, and committees**

135 Adam Winger explained some of the changes taking place at the library, like printing new library
136 cards for residents vs. non-residents; and also discussed the summer kick-off party occurring on
137 June 8th. He also mentioned some changes that are going to take place in the library building,
138 including completing a new meeting room.

139

140 Jordan Oldham mentioned the upcoming annual Easter Egg Hunt taking place on Saturday,
141 March 26th at 11:00 a.m. sharp.

142

143 Scott Bennett reminded the council to attend their caucus meetings on Tuesday, March 22;
144 Democrats at 6:00 p.m., and Republicans and Constitution Party at 7:00 p.m., and commented
145 further.

146

147 Nancy Potter explained that John Stocking and Richard Bradford from the Cemetery Committee,
148 both passed away; and that Craig Humphreys and Tyler Bell were taking their place on the
149 committee. She also mentioned that Dwayne Chadwick said that he might want to retire soon
150 from working on the committee.

151

152 Executive Session (Closed) to discuss: 1) real property acquisition and/or transfer strategies;
153 and, 2) update on misc. litigation issues.

154 *Damon Cann made a motion to close the meeting and move into Executive Session for the*
155 *purpose of discussing land acquisition and/or transfer strategies, and an update on miscellaneous*
156 *litigation issues. A vote was called and the motion passed unanimously with Nancy Potter, Roger*
157 *Anderson, Damon Cann and Kristen Anderson voting in favor. This occurred at 8:18 p.m.*

158

159 *Minutes for this portion of the meeting are written under separate cover.*

160

161 *Damon Cann made a motion to open the meeting and move out of Executive Session and return*
162 *to the regular City Council meeting. Kristen Anderson seconded the motion. A vote was called*
163 *and the motion passed unanimously with Nancy Potter, Roger Anderson, Damon Cann and*
164 *Kristen Anderson voting in favor. This occurred at 10:39 p.m.*

165

166 *Nancy Potter made a motion to adjourn the meeting. Damon Cann seconded the motion. A vote*
167 *was called and the motion passed unanimously with Nancy Potter, Roger Anderson, Damon*
168 *Cann and Kristen Anderson voting in favor.*

169

170 The meeting adjourned at: 10:40 p.m.

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172 Approved by City Council:

April 6, 2016

173

174 Transcribed by Marie Wilhelm

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176 Recorded by

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Scott Bennett/City Recorder