

1 **Minutes of the North Logan City**
2 **City Council**
3 **Held on September 6, 2017**
4 **At the North Logan City Library, North Logan, Utah**
5
6

7 The meeting was called to order by Mayor Lloyd Berentzen at 6:30 p.m.

8
9 Council members present were: Kristen Anderson, Roger Anderson, Damon Cann, John Bailey
10 and Nancy Potter.

11
12 Others present were: Lynn Krebs, Carolyn Krebs, Peggy Giles, Russell Goodwin, Laurel & Linda
13 Hayes, Jason Killinen, Cordell Batt, Jordan Oldham, Scott Bennett, Kim Hawkes, Karen Jewkes,
14 Alan Luce and Marie Wilhelm.

15
16 The Pledge of Allegiance was led by Nancy Potter.

17 An invocation was given by Roger Anderson.

18
19 **Adoption of Agenda**

20 *Nancy Potter made a motion to adopt the agenda as presented. Kristen Anderson seconded the*
21 *motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey,*
22 *Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*
23

24 **Approval and Follow-up of Minutes of May 31, 2017 City Council Meeting, Regular and**
25 **Executive (Closed) Session**

26 *Both sets of minutes were approved as presented.*
27

28 **Review of Action Items**

29 Alan Luce reviewed the action items list with the council.

30 Per a question from Mayor Berentzen, Alan gave a status update on the completion of the round-
31 about.

32 Mayor Berentzen said he will be out of town for the next City Council meeting that will be the
33 workshop with the North Logan fire department, and will need to be excused.

34
35 **Recognition of Exemplary Staff Member**

36 Mayor Berentzen presented North Logan employee Karen Jewkes with a gift certificate for her
37 exemplary work in her department.

38
39 **New Business**

40 **6:35 Public Hearing to receive public input on proposed revisions to the Master Fee Schedule**
41 **regarding Sewer Rates. Sewer Rate increases are required to meet the costs associated with**
42 **wastewater treatment and the construction of Logan City's new wastewater treatment plant.**

43 **Following the public hearing, approval of a resolution may be considered to adopt the proposed**
44 **revisions to the Master Fee Schedule.**

45 Mayor Berentzen introduced the item and explained the extensive background and history on
46 this.

47 Per John Bailey's request, Mayor Berentzen also explained the option that was considered in
48 creating a district with area cities, separate from Logan City's district.

49 Mayor Berentzen also mentioned the article that Damon Cann put into the newsletter regarding
50 the need for citizen input on this.

51
52 *Mayor Berentzen read aloud the guidelines for speaking at a public hearing, and opened the*
53 *public hearing at 6:46 p.m.*
54

55 Lydia Embry presented her questions, comments and concerns on this via a memo she
56 distributed to the City Council and staff.

57
58 Russell Goodwin presented his comments on this per a memo he presented to the City Council
59 and staff, which he proceeded to read aloud.
60

61 *As there were no further public comments, Mayor Berentzen closed the public hearing at 6:58*
62 *p.m.*

63
64 Mayor Berentzen addressed some of the issues raised in the public hearing.
65 Nancy Potter said Hyde Park is going to raise the rate all at once and be done with it. She said
66 she agrees with option number one that does not do that; and not burdening the citizens all at
67 once with these fees, and doing it gradually.
68 Alan Luce said the reason other cities are not charging their citizens with fees all at once
69 including to not burden them that way; is because the rate study is being redone, and actual costs
70 could potentially go up or down, depending on the outcome.

71 Mayor Berentzen briefly explained various items further.
72 Damon Cann commented on this, as well, and discussed potential issues with how we are
73 phasing the tiered rates.
74 The council continued their discussion on this, including getting the information to the public; that
75 we do not have the funds to deal with various infrastructure needs; and the timing of getting out of
76 our debt with Logan City on this.

77 Mayor Berentzen and Alan continued to explain and address various comments and concerns.
78 There was discussion about how to best phrase the motion for approval, particularly in relation to
79 potentially binding future councils to changes in the rates.

80
81 *Damon Cann made a motion to adopt resolution 17-12 adjusting the Master Fee Schedule to*
82 *increase sewer rates by 50% starting October 1, 2017, which is the beginning of Option #1; as*
83 *well as the express intent of the City Council that a future City Council will continue with Option*
84 *#1. John Bailey seconded the motion. A vote was called and the motion passed unanimously*
85 *with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in*
86 *favor.*

87
88 Per a question from Mayor Berentzen, Peggy Giles confirmed that we pay our sewer rate at the
89 end of October/beginning of November.

90 The council further discussed various ways of getting this information out to the public, and Mayor
91 Berentzen asked if we could use the Parlant system whenever we are going to hold a public
92 hearing. This was discussed further. Alan said we could do that as well as potentially combining
93 it with information included on the City website. Per a comment from Damon, Mayor Berentzen
94 also suggested doing a separate insert in the next City newsletter, to again give this information
95 to the public.

96
97 Consideration of a draft personnel policy change related to facility reservation fees and recreation
98 fees.

99 Mayor Berentzen introduced the item and said some of the related issues and how our policies
100 work need some clarification, and said he asked Alan Luce to do this.

101 Alan Luce explained the situation and said we need a formalized policy on how employees book
102 a facility or register for recreation, and explained further.

103 Alan addressed various comments and questions, and the discussion continued, including
104 regarding how soon in advance an employee can make a reservation; how that relates to North
105 Logan City residents vs. non-residents; and, that our rates are lower than other area cities.

106 John Bailey said on one hand, the employees should be on a "level playing field" with all of the
107 other residents of the City to share in those kinds of costs; but also that all of our salary and
108 benefit comparisons to other comparable cities show that we are perennially behind, and this may
109 be a wonderful way to make up for that chronic deficit, which he said he tends to favor.

110 The discussion continued.

111
112 *John Bailey made a motion to adopt resolution 17-13 changing the personnel policy with the*
113 *waiver of fees, related to facility reservation fees and recreation fees as presented, with the*
114 *qualification that the reservation time be on an equal basis with the public in general attempting to*
115 *make the reservations. Kristen Anderson seconded the motion. A vote was called and the*
116 *motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and*
117 *Kristen Anderson voting in favor.*

118

119 Per a question from Damon Cann, Alan confirmed that our facilities cannot be used for
120 commercial use.

121

122 **City Council Work Session Items**

123 Discussion regarding the municipal budget EZ read format.

124 Alan Luce explained the situation and the format we have been using, and the current EZ read
125 format being presented.

126 The council discussed the new format, and commented on various related items, and made some
127 suggestions for changes. Alan addresses various comments and said he would get together with
128 the Mayor and council to discuss the recommended changes.

129 Alan further explained other related items.

130

131 Update from City Center Task Force.

132 Damon Cann gave an update on the latest conversations held with the Task Force, and explained
133 the current status of the design criteria document, with a major focus being on building materials,
134 and the various zones and related density.

135 Mayor Berentzen suggested writing in the code that designs need City Council approval.

136 How to manage design elements was discussed further.

137 Damon said he thinks the current elements in the design criteria are excellent and commented
138 further.

139 Kristen Anderson commented and said that proper training needs to be ensured.

140 Nancy Potter said she liked the workshop meeting held with the Planning Commission, and
141 commented further.

142 Damon said the Planning Commission is going to review the code at tomorrow night's meeting.

143 Alan Luce said after the initial change in October this will be an ongoing discussion.

144

145 Discussion of Disproportionate Business License Fee Proposal.

146 Alan Luce explained the situation and the reason for the need to adjust the fees, including the toll
147 the current situation is putting on the City's emergency services departments.

148 Roger Anderson asked if there are other communities doing similar things and whether it is
149 common practice.

150 The discussion continued.

151 Nancy Potter said she understands that there are "natural" costs, but that they should go to the
152 person who requires the call, and not to the business. She also asked about a prior discussion
153 regarding the business [being discussed requiring a predominant number of calls] being out of
154 compliance with their business license, which Alan explained is still being looked into.

155 This was discussed further.

156 John Bailey commented on this and said some of this is up to the facility how and whether they
157 charge their residents, and not the City. He said our relationship should be with the institution
158 itself.

159 The discussion continued. Mayor Berentzen said we should meet with the director of the facility,
160 as the rates are too low, and commented further. Kristen Anderson and Damon Cann agreed.

161 Per a question from the council Jason Killinen discussed the requirements for how they answer
162 calls and what they have to do when they're there.

163 Various items were discussed at length, including ensuring that businesses are in compliance;
164 speaking to other businesses who are adequately funding the support of the services they
165 receive; and Jason Killinen stating that he wants to *ensure* that citizens are not afraid to call for
166 emergency services because they are afraid they might receive a high bill.

167 Mayor Berentzen agreed that more research will be done and the City Council will have another
168 discussion on this. He said they can also discuss this during the open forum at the Utah League
169 of Cities and Towns convention being held next week.

170 They continued to discuss various related items, including the fact that the Pioneer Valley
171 Lodge's business license was approved with the *condition* that they were required to offer 24/7
172 care, which they are not providing; which Jason Killinen said he was not aware of.

173

174

175 Reports from city officers, boards, and committees

176 Jason Killinen said Jon Keller is working on the City Council receiving dispatch texts.

177

178 Chief Hawkes said that as of yesterday, the Police Department is fully staffed, and commented
179 further.

180

181 Scott Bennett asked the City Council members who will be attending the Utah League of Cities
182 and Towns to come in to the office and get their reservation and check to take with them.

183 Scott also said that October 11th is Meet the Candidates Night, which he further explained.

184

185 Alan Luce explained the survey that had gone out to get feedback on the future Community
186 Center, and that the City is offering a prize of a Go Pro as incentive for people to participate.

187 Nancy Potter commented that she likes the survey and the questions in it.

188 Alan discussed the ongoing Hungry Games contest going on in the City and how it works, and the
189 prizes being offered. He explained that Economic Development interns Devan Mills and Collin
190 Butterfield put this together.

191

192 John Bailey asked if there was any benefit to changing when the Planning Commission meets in
193 relation to when the City Council does, and why that changed at some point; which Cordell Batt
194 addressed, and it was agreed that it remain as is at this point.

195

196 Nancy Potter asked about the status of the situation at the Daines' house, which Chief Hawkes
197 addressed and said it really needs to be torn down. Mayor Berentzen asked how this situation
198 can be expedited; and Chief Hawkes said this can be treated as a nuisance and someone can be
199 contracted to raze the house, as it has really become a safety issue. John Bailey said we are at
200 that point. There was discussion that Jeff Jorgensen was going to write a letter to them about
201 this. Mayor Berentzen said we need verification that they got that information and further
202 discussed how to proceed.

203 Per a request from Mayor Berentzen, Chief Hawkes gave an update on the decision made by the
204 Hyde Park City Council regarding "truck weight" on 600 East.

205

206 Executive Session (Closed) to discuss litigation, potential real estate acquisitions, and personnel
207 issues.

208 *John Bailey made a motion to close the meeting and move into Executive (Closed) Session for*
209 *the purpose of discussing litigation, potential real estate acquisitions and personnel issues.*

210 *Kristen Anderson seconded the motion. A vote was called and the motion passed unanimously*
211 *with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in*
212 *favor. This occurred at 8:42 p.m.*

213

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

215

216 *Kristen Anderson made a motion to open the meeting and move out of Executive Session and*
217 *return to the regular City Council meeting. Damon Cann seconded the motion. A vote was called*
218 *and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon*
219 *Cann and Kristen Anderson voting in favor. This occurred at 9:41 p.m.*

220

221

222 *Damon Cann made a motion to adjourn the meeting. Nancy Potter seconded the motion. A vote*
223 *was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson,*
224 *Damon Cann and Kristen Anderson voting in favor.*

225

226 The meeting adjourned at: 9:42 p.m.

227

228 Approved by City Council:

December 20, 2017

229

230 Transcribed by Marie Wilhelm

231

232 Recorded by

233

Scott Bennett/City Recorder

234