

SMITHFIELD CITY COUNCIL

MARCH 12, 2014

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, March 12, 2014. The meeting began at 6:04 P.M. and Mayor Darrell Simmons was in the chair.

The following council members were in attendance: Dennis Watkins, Barbara Kent, Kris Monson, Jeff Barnes and Brent Buttars.

City Manager James Gass and City Recorder Justin Lewis were also in attendance.

The opening remarks were made by Council Member Kent.

VISITORS: Justice Cheatham, David Baxter, Clair Larkin, Chris Slater, Kelly Cannon (Herald Journal), Peter Shakespear, Jay Downs, Michelle Downs, Mike Weibel, Jeremy Hunt

CONSIDERATION OF CONSENT AGENDA

APPROVAL OF THE MINUTES OF THE FEBRUARY 26, 2014 CITY COUNCIL MEETING

After consideration by the council, the Mayor declared the consent agenda for the February 26, 2014 city council meeting minutes as approved.

RESIDENT INPUT

There was not any resident input.

DISCUSSION AND POSSIBLE VOTE ON APPROVING LORIN MORTENSEN AS A MEMBER OF THE SMITHFIELD CITY TREE COMMITTEE.

Jeff informed the council that Lorin is an engineer at USU and is a friend of Geoff Miller who is currently on the tree committee. Lorin is excited to serve the community. Lorin does not know much about trees but is willing to serve. Nobody else came forward or submitted their name to be considered.

Barbara asked how many tree committee board members there are? Jeff stated there are five.

Mayor Simmons commented that Lorin is a good person and will do a good job.

A motion to appoint Lorin Mortensen to the Smithfield City Tree Committee was made by Barbara, seconded by Kris and the vote was unanimous.

Yes Vote: Watkins, Kent, Monson, Barnes, Buttars

No Vote: None

Mayor Simmons read a letter addressed to the city from the chief executive of the Arbor Day Foundation stating the city was an acknowledged tree city in the year 2013.

DISCUSSION AND POSSIBLE VOTE ON MAKING APRIL 2014 CHILD ABUSE PREVENTION MONTH IN THE CITY.

James Swink thanked the council for being able to come and introduce the Child and Family Support Center. James is a member of the center's board of directors. During the day James is the Cache County Attorney and gets to see the ugly side of life with the people with the worst issues and at the same time gets to see the best of people as they make changes to their lives and become better people.

James informed the council that the Children's Justice Center and the Child and Family Support Center are not the same organization. They are located next to each other but offer different services. The justice center is used for interviewing abused children. Evidence is gathered and interviews are done at the justice center. The justice center is also a preservation center for all of the data collected. The justice center works in conjunction with the Cache County Attorney's Office on cases.

James stated the support center helps people put their lives back together. They have the best personnel and therapists to help address these issues. The center is for the rich and the poor; everyone can go there. The support center offers parenting programs, step-parenting programs, first-time parent programs, and programs for families with incarcerated family members. There are anger management and stress management classes as well. The center is also in charge of the good touch, bad touch program in the local schools. The center offers services to almost everyone in the community and there were approximately 5,500 participants in programs or classes last year that the center offered. The center also has a nursery, crisis hotline and child abuse center that offers long term care if needed. The environment at the center is safe and wonderful for those that need to stay there.

James informed the council that the center is looking at possibly opening another center in Hyrum as a building has become available recently. Smithfield would be a good location for a north center and the center would like to team up with the city or have the city cosponsor a center in the city when the time comes.

James mentioned that the center is a nonprofit organization.

James presented the council with blue ribbons that signify that April is Child Abuse Prevention Month and there are some upcoming activities. The center is a 501(c)3 organization and can take donations that are tax deductible. There is an upcoming 5k, 10k and 1 mile fun run that is part of the Utah Family Fun Run and Art Festival. Registration is from April 18 -26 and everyone is invited to attend. Senator Hillyard will be speaking on April 1st from 12:00 to 12:30 P.M. at the county court house to kick off the month and it would be nice to have the mayor or any council members that can attend be there.

James stated that Mayor Miller from Hyrum City asked if there was going to be a family summit again this year. The Cache County Attorney's Office used to sponsor the summit but now the attorney's office has teamed up with the family support center to sponsor it. The summit is on March 22nd and space is limited. Professionals come in and do training. Sexual abuse will be discussed as it is the most reported crime in the valley. There are also courses on strengthening marriages, suicide, pornography, making step families work, forgiveness in families and youth sex. The goal of the summit is to strengthen families. There will also be a Blue Ribbon dinner that has a 1950's sock hop feel. There will be a dinner and an auction with money being raised to help the center. The dinner is on April 18th at 6:00 P.M. at the Coppermill. The cost is \$45 per person or \$400 per table.

James asked the council that if they know of people needing help to please send them to the center. Families are what make Cache Valley wonderful but families and children need to be kept safe.

Mayor Simmons stated that the city had endorsed the center for many years and there are all types of need for volunteers and financial contributions.

Barbara mentioned she is over the local youth council and they are always looking for service projects. Could they help at the center? James stated they could and it would be wonderful to have them help out at the center as the center could not be run if it was not for volunteers.

Jeff asked if the center had rooms for children to stay overnight if needed? James stated that was correct. The center can keep the children safe until a proper place is found for them. College students are always there helping out and keeping the area secure. There is 24-hour coverage at the center.

James informed the council that last year there were around 300 cases in the valley of sexual abuse that were verified.

Mayor Simmons read the Child Abuse Prevention Month Proclamation. *(A copy is included at the end of the minutes).*

ANNUAL REPORT FROM CHIEF DOWNS ON THE LOCAL FIRE AND EMS DEPARTMENTS.

Jay Downs, Jeremy Hunt and Mike Weibel came before the council to give an update on the year 2013 for the fire and EMS departments.

Jay presented each member of the council with a booklet summarizing some of the history, call volume and personnel of the departments.

Jay stated he was made chief 19 years ago and at that time the department was located in the old building and had around 35 calls per year. There has been a lot of growth in 19 years and the team has been built up over that time as well.

Page 2 of the booklet provided a current department roster listing the members and the battalion they are assigned too.

Membership in the department requires each department member to obtain their basic firefighter and EMS certifications during the first two years of employment.

The city has four battalions and Jay and Jeremy oversee the administrative part of the departments. Battalions are groups of members that get assigned times to be "on call" from 5:00 P.M. to 7:00 A.M. during which time a group of five members is ready to respond at any given time. In 2013, there were 6,150 volunteer hours being on call and ready to respond if needed. When not responding to calls the department does training, public education and attends local city events when possible. The department also cleans and maintains the equipment and buildings. There is always a state of readiness to respond if a call is received.

Ambulance coverage is not just for Smithfield but the city has entered into a contract for ambulance response to the north end of Cache Valley.

Two new employees completed their Emergency Medical Technician course in 2013.

Four new employees completed firefighter 1, hazmat awareness, hazmat operations, firefighter 2 and the wildland red card course which takes approximately 320 hours to complete.

Several members are training this year and there should be around 10 new members with certifications within the next year.

In 2013, there were a total of 201 fire calls. The department responded to the following cities: Amalga 8 calls, Hyde Park 48 calls, Smithfield 111 calls, Logan 28 calls, North Logan 4 calls, Riverdale 1 call and Wellsville 1 call. The Riverdale call was for help on a wildland fire. An agreement is in place with the other communities that if help is needed they will respond as well. The other departments would bring two more fire trucks and many more volunteers to help. The system is called Automatic Aide and was setup several years ago.

There were 363 EMS First Responder calls in 2013. The department responded to the following cities: Amalga 9 calls, Hyde Park 79 calls and Smithfield 275 calls.

The wildland fire team responded to fires in Millville and Portage in 2013. The city and department made a substantial amount of money responding to those calls. The members of the department would like to respond to more wildland fire deployments and a team is being formed and a truck equipped to do so. The department will then have the ability to respond if needed and the city will get an economic value in return as well if the call is outside of the city.

The fire department is also in charge of code enforcement and fire inspections. The inspections are completed during the down time when not responding to calls. The department will go into businesses and let them know of fire hazards or other concerns. The department also does plan reviews on new buildings to make sure they meet fire code or need a sprinkling system. In 2013, there were 294 business inspections, 14 church inspections and 5 school inspections.

Public education is a big part of the department as well. People are constantly getting tours of the fire department building and getting to see the equipment.

The county ambulance responded to 520 calls on Ambulance 160 which covers the north end of the valley. Ambulance 161 covers the south end of the valley and responded to 468 calls. The north area calls were as follows: Amalga 9 calls, Clarkston 14 calls, Cornish 8 calls, Cove 2 calls, Hyde Park 79 calls, Lewiston 50 calls, Newton 20 calls, Richmond 51 calls, Smithfield 275 calls and Trenton 12 calls.

Within the last year the Volunteer Resource Center has been created and is a method of managing the various volunteer resources within the community.

Training is done on a continuous basis. Jeremy trains all of the full-time employees and each battalion chief does training with his own battalion. On occasion the entire department trains together. They all train on the same scenarios and situations.

Chief Weibel has helped apply for and receive grants in the past. Over one million dollars in grant funding has been received within the last 10 years. The grants have been used to buy equipment, do recruitment training as well as to pay for training.

Chief Downs provided the council with a list of the equipment of the departments. Nineteen years ago there were two engines, an EMS van, a 1969 Ford truck and a 1974 tender that held 2,000 gallons of water. The department has greatly expanded its equipment since that time and most of the items are stationed in the building. A new fire engine will be arriving in July. In the past year, Smithfield has received a new ambulance and the year before that Hyrum received a new ambulance at the south station. Both ambulances will be in service for about another eight years. They are built on a Ford 4x4 Chassis and are a great vehicle.

The department has several goals for 2014. One, continue to grow the volunteer resource center. Two, establish a wildland crew and truck to be able to respond when needed. Three, take delivery of the new fire engine and put it into service. The new engine will be outfitted when it is received and all of the members trained on how to operate it. Four, establish a training center.

The department was able to acquire some 40' x 80' Conex boxes that can be used for training purposes. Right now the only place to train is at the Logan tower. The Conex boxes are down at the city dump. They will be put on a cement slab and the cost will still be within the department's budget. The police department will be able to utilize the boxes for training as well. The goal is to have the center established by next summer.

The department also has a 1978 van that only has 14,000 miles on it. Previously, it was used to transport personnel and equipment when needed. The department now hopes to use the van for educational events. The department is hoping to secure some grant funding to help dress it up and then it can be used at parks and schools as a public education tool.

The department consists of 5 full-time employees, 20 part-time employees and 31 volunteers.

Jay stated that one of the main reasons people are willing to donate their time and attend training is because there is not a greater satisfaction than helping our fellow men and women. The department wants to respond with the best service possible as if they are the one in need. Each department member would want the best service as well.

Barbara thanked Jay for informing her what the Conex boxes were for. Jay stated that after they are put on the cement slab that they will be painted and cleaned up. Mayor Simmons stated the city got a very good deal on them.

Mayor Simmons thanked Mike and Jeremy for attending as well; it was a great presentation.

Mayor Simmons thanked Jay and the department for compiling the annual report as the council likes to hear these reports and get an update. The Mayor also asked the department to thank the spouses of all the members as they give up time as well.

Mayor Simmons informed the council that on the first Friday of each month that he meets with Chief Downs, Police Chief McCoy and Jim to review what is happening in the departments.

Jay thanked Jim for his support and help to the department over all the years.

Mayor Simmons thanked Jay and the department for showing that the north end of the valley and the south end of the valley can work together on different projects.

UPDATE ON THE BIDDING PROCESS FOR THE LIBRARY CONSTRUCTION AND RENOVATION PROJECT.

Jim reminded the council that at the last meeting it was contemplated whether or not to do selective bidding for the library project. The bids would have been done by invitation to local contractors. After checking with city attorney, Bruce Jorgensen, it was determined that type of bidding was not allowed for this project as state law requires projects on the building of buildings to be an open bid if the project cost is over \$40,000. Currently, the \$40,000 has jumped to around \$52,000 when inflation is figured in. This project is well over the limit and the city does not have the option to do selective bidding. One reason for the selective bidding was to ensure a local contractor that everyone knew and trusted would be hired. After going through the problems on the construction of the city office building with a contractor from out of town that eventually went bankrupt the council hoped to avoid that situation again.

Jim informed the council that it is possible to prequalify the bidders for the project. The library project will be a new steel structure and contractors that don't have expertise in that field would be eliminated. Anyone that wanted to try and qualify could submit an application but only those qualifying would be allowed to bid the project. Jim stated that Kelly from Skyline A/E/S said that Kaysville City was going through this process right now as they are building a new 15,000 square foot library building. The project would be advertised that prequalification will be required in order to submit a bid for the project. The prequalification worksheet includes the history of the company, financial information about the company and how experienced the company is on this type of project. The worksheet is a point based questionnaire that the

contractor fills out. The score determines if the contractor qualifies to bid the project. The questionnaire should help to eliminate contractor s with a bad reputation and contractors that have had issues on projects in the past. Hopefully, only good contractors will remain at that point. Jim stated that if the council approved of this it would be advertised this Sunday, contractors could pick up the packets next week and then submit them by the following Monday. Jim informed the council that the packet is not hard to fill out as the information requested should be readily available. The city staff would then review the applicants and validate the projects listed. After the prequalification worksheets have been reviewed then the qualifying bidders would be allowed to submit bids on the project. The contractors that qualify to bid the project would then be given three weeks to prepare their bids. The intent is to have the bid opening in the later part of April, according to Jim. The prequalification worksheet will delay the overall process by a week but is worth the effort to get a qualified bidder.

Mayor Simmons stated that the prequalification worksheet would answer some of the concerns mentioned at the last council meeting. Barbara agreed that the concerns would be resolved.

Mayor Simmons asked Jim if the contractor would get the questionnaire back after the city staff reviews it? Jim said there would be no reason to but if the request was made it could be given back. The contractor should know up front if they qualify based on the points they list and the minimum qualifications listed on the worksheet. Barbara stated if prequalifying was in place for the city office building some of the issues might have been resolved beforehand. Jim agreed as the company that built the city office building went bankrupt. Jim was not sure if that company would have qualified based on the information required to qualify.

Mayor Simmons asked if the prequalification list came from the state? Jim stated that with the help of the architectural firm that the worksheet would be constructed and ready for people to pick up after the advertisement is placed on Sunday.

Jeff Barnes asked if it would only be advertised in the local paper? Jim stated that it would also be posted on the state website as well. Most contractors check that website more than they do local papers according to Jim.

Mayor Simmons asked Jim if he knew how many contractors applied for the Kaysville project? Jim said the project was currently being bid.

Justin stated that reviewing the applicants should go rather quickly other than the part where references are called to find out about past work and projects. Barbara wanted to make sure there were references as well and liked that idea. Jim said the Smithfield worksheet would be similar to the Kaysville worksheet but modified to fit the cities project.

Mayor Simmons asked Jim if the worksheet was fair to the contractors? Jim stated that he thought it was.

Jim invited anyone on the council that wanted to be part of the review process to let him know. After the list of qualified applicants is completed then that list would be sent to the council. Jim

informed the council that Justin, with the help of some city staff members, would be overseeing the contractor review process.

A motion to approve that contractors wanting to bid on the library expansion and renovation project must submit a prequalification checklist to determine if they qualify to bid the project was made by Dennis, seconded by Jeff and the vote was unanimous.

Yes Vote: Watkins, Kent, Monson, Barnes, Buttars

No Vote: None

Jim said that the checklist is about 17 pages long but only the first couple of pages will need to be modified for Smithfield to use the worksheet. Dennis stated that he had quickly reviewed the worksheet and it was quite easy to fill out. Dennis mentioned that some of the limits in the worksheet may need to be modified for this project. Jim stated that the numbers would be adjusted to fit this project and make sure all local contractors are not disqualified because they don't have over 15 million in annual revenues.

CONSIDERATION AND APPROVAL OF BID FOR BIRCH CREEK WELL PUMP.

Jim reminded the council about the Birch Creek well renovation project and that it was now time to get the new pump. There were three bidders on the pump. The \$40,000 bid limit does not apply to this project as it only applies to buildings. The bid called out for a pump of 1,500 gallons per minute. The current pump was at 1,000 gallons per minute. The intent is to speak with the supplier about upgrading the pump to 1,750 gallons per minute after a contract is agreed on. If a pump of that size can be obtained then an addendum to the contract would be put in place. The water right for the well is 1,750 gallons per minute. The contractor doing the work submitted one of the three bids but the bid was dated September 2013 and was disqualified. The bid from that contractor was not the low bid on the project. Mtn Valley Pump & Sales and Glenn's Electric both submitted bids that were accepted. Glenn's Electric had the low bid. The engineering firm overseeing the project had reviewed the specification on the equipment from Glenn's Electric and it meets all the qualifications of the bid. The bid from Glenn's Electric is \$56,114. The pump quoted on that bid is 1,500 gallons per minute. The bid from Mtn Valley Pump & Sales was over \$76,000. If the bid with Glenn's Electric is approved then at that point the city will negotiate and try and purchase a pump of 1,750 gallons per minute and not 1,500 gallons per minute.

Brent asked if the other pump would be reworked and kept as a backup? Jim stated the city would keep the motor but that the column and shaft from the old equipment was going to be reused. The 200 horsepower motor would be salvaged. Brent suggested replacing the bearings on the used motor. Jim stated that all of the parts of the motor that were submersed in water would be replaced.

Jim informed the council that the new pump and motor would be oil lubricated where the old pump was water lubricated.

A motion to accept the bid from Glenn's Electric in the amount of \$56,114 for the new pump and motor for the Birch Creek Well renovation project was made by Brent, seconded by Jeff and the vote was unanimous.

Yes Vote: Watkins, Kent, Monson, Barnes, Buttars

No Vote: None

CITY MANAGER REPORT WITH DISCUSSION AND MINOR DECISIONS AS NECESSARY.

Jim asked Justin to give an update on the remodel project at the Birch Creek Café in the clubhouse. Justin stated that the old equipment had been removed. Justin Hamilton was working to get a building permit so he could get the hood, grill and other equipment installed. The café is tentatively planning on opening on Monday, April 14th.

Jim reminded the council that preparation for the new budget year has started and to please get him any requests that they have as soon as possible. Jim stated he did not anticipate any big purchases or projects other than the library project. The new dump truck was purchased in this budget year and should be up and ready to go within four to six weeks. Itty Bitty Equipment has been behind schedule on it. The city staff will paint the bed and install the lights to help save on expenses.

Jim informed the council that a corridor study has been completed from 1400 North in Logan to 600 South in Smithfield. Part of the study was determining how to handle traffic getting on and off the highway. UDOT is concerned about the number of access points as their goal is to move traffic and not worry about access issues. Part of the study was to look at where future intersections and approaches will be. Jim showed the council a graphic of the study showing proposed new access points, access points that UDOT would like to remove in the future as well as future intersections. There will be an open house on Wednesday, March 26th at 4:30 P.M. to discuss the study. Jim was hopeful that possibly a couple of council members could attend the open house but the next council meeting is that evening so people from the city would not be able to stay for the entire open house.

Brent asked Jim if current access points could be closed? Jim stated that the current access will not be changed unless the use of the land changes. If Lee's Marketplace stays there forever then the access points won't change but if Target were to come in and take over the Lee's Marketplace building then UDOT has the ability to change the access points. UDOT prefers cross access where buildings are accessed through side roads or parking lots. UDOT would prefer to have shared access points in some cases as well. UDOT would like to eliminate as many access points as possible as each access point is a potential accident area. UDOT's goal is to reduce accidents and make the streets safer. Jim stated that UDOT prefers the cross traffic approach to move traffic.

Barbara liked the idea that future possibilities were shown as well. Jim stated that the plan even showed a frontage road in Hyde Park. Barbara asked if the frontage road was on the east or west side of the highway? Jim stated he was not sure but thought it was on the east side.

Mayor Simmons asked the council to please let Jim know if any of them would be attending the open house.

Jim commented that the city office building had been in operation for four years and no deep cleaning has ever been done. The tile and carpet areas need to be cleaned. The break room and restrooms need a thorough cleaning as well. The intent was to get quotes from local cleaning companies to do the work. Alpine Cleaning, Dale and Gloria Jensen and Lezlie Clegg were identified as people to get bids from. Jim asked the council to pass along names of anyone else they knew from the city that could do this type of work. Jim informed the council that Justin would meet with the contractors and oversee this project.

COUNCIL MEMBER REPORTS WITH DISCUSSION AND MINOR DECISIONS AS NECESSARY.

Brent said he was aware of a recent situation at the cemetery but did not think the cemetery committee needed to be convened. Brent asked if it would be better to allow for flowers to be on graves longer than the four days as currently listed? Jim stated that sometimes the workers are eager to get things cleaned up but that there was not a reason the flowers could not be left for a longer period of time.

Brent also suggested that pots, easels and other items need to be placed in a certain area for the families to come and pick them up at a later time. Justin stated that currently the guys are trying to put these types of items on the west side of the maintenance shed so they are very visible for people to see and collect.

Barbara asked why only four days was allowed for flowers on new graves? Jim said he was not sure why. Barbara stated that four days is short and hard to remember. Kris said that emotionally that is too quick and that families are working on other details after the funeral and need more time. Jim commented that he had looked at what other cities are doing and most don't have a set number of days and leave the flowers as long as they are alive and look good. Some cemeteries had a seven day limit and one in Salt Lake had a five day limit according to Jim. Jim suggested not replacing the current brochures but just leaving the flowers for seven days. Mayor Simmons commented that Hyde Park has a big sign that states what is allowed and where it is allowed for burials and other times of year. Jim stated he did not want to see the cemetery grounds cluttered as the majority of people come and leave flowers and never come back unless they left a vase or shepherds hook. Jim stated that the workers need to be careful and respectful of the graves but all of the policies did not need to be changed because of one incident. Barbara suggested that the brochures could be modified. Justin stated that he would work with Lora Lee and change the four days that is listed to seven days.

Brent stated that flowers for Memorial Day are allowed for seven days so the four day rule was in conflict with other rules. Jim said the flowers left on Memorial Day are left until the following Monday and by that point the grounds need to be mowed.

Barbara stated she had talked to Mrs. Jackson and that Justin had handled the situation well but she did understand her concerns and that she had some valid points. Barbara stated she was in favor of leaving flowers on new burials for seven days.

Jeff stated that in the brochure there are two places where the four days will need to be changed to seven days.

Barbara asked Justin to make sure the brochures are updated.

Mayor Simmons asked if the rules and policies are reviewed with the families? Jim stated that a brochure is given to people when the plots are purchased and there is a copy of the rules at the cemetery as well.

Barbara stated she always gets several compliments each year on how nice the cemetery looks.

Brent expressed concern about the solar lights that are placed by some headstones and they would be okay as long as they were located on or within the headstone area.

Mayor Simmons thanked the council for how this situation was handled as sometimes closure is hard in many different ways in these instances.

Jeff informed the council that the tree committee had met last month and they would like to put some small flowering trees in front of the existing library. Jim asked if the committee meant in the park strip area or closer to the building? Kris asked if they meant by the new building? Jeff stated that they wanted to put them between the old building and the park strip area. Jim suggested that they wait until after the construction project is done as that entire area is going to be ripped up in the construction process. Barbara suggested waiting to see the new landscape plan for the area as well. Jim said he was not sure where trees are shown on the plan. Jeff informed the council that the tree committee would like to review the types of trees the landscape designer has included before they are planted on the library project. Mayor Simmons thought that was a good idea.

Kris updated the council on the Unplugged Challenge. Kris had delivered flyers with a letter from her on the front explaining the program to almost all of the local businesses. Kris also mentioned she took the flyer to the chamber of commerce luncheon and there is quite a benefit to the children and the businesses. Kris stated the program is much more involved and time consuming than she expected. Businesses have until the end of this week to sign up for the program. Stacey Dority is going to take the lanyards to the schools and give them out during an assembly. The kids can still participate in the program even if there is not any local support from the local businesses. The leftover business opportunities will be passed along to companies in Logan City. The parents are excited for something new for their kids to do this summer. Dennis mentioned he had been approached at his business by both North Logan and Millville.

Kris stated that the city gets nothing out of this program and that the businesses and kids get all the benefit.

Mayor Simmons asked Kris if the chamber of commerce was still working with the rec center? Kris said that Dani or Brett attend the meetings.

Barbara reminded the council about the Lion's Club spaghetti dinner that is on Thursday night and starts at 5:00 P.M. The youth council would be helping with the dinner. The dinner was for a good cause and the proceeds are used to help people with vision problems.

Dennis stated he liked the little sign that was hanging up showing donors to the city library project.

Dennis asked Justin for an explanation of the library donation button that is on the city website. Justin said the button was created through a PayPal account to offer a secure means for people to donate to the library project on a credit card or through a bank account. It allowed people to make donations if they could not come into the city office. Mayor Simmons asked where the funds were being deposited? Justin stated that the funds are deposited into the city account and then on a regular basis, such as once a month, the city will write a check to the friends of the library for them to deposit. Dennis mentioned one thing that some people wanted to make sure did not happen was the comingling of the funds. The Friends of the Smithfield Library is a non-profit organization and a donation to the city is questionable if it is tax deductible. Dennis stated that some people may prefer the separation of the entities but it is nice to offer people another means of donating.

Mayor Simmons expressed concern about the people that are not listed on the donation list and that they need to be included. Justin stated if he was provided the names that he would make sure they are placed on the banner.

Mayor Simmons stated he would work with Justin to make sure this was sorted out and being handled correctly.

Dennis asked if it was possible to include a monthly donation amount on the city utility invoice if someone wanted to do that? Dennis stated that some people may want to donate a few dollars a month and wondered if it would be possible to include on the monthly billing. Justin stated he believed it would be possible but would need to see if there was space left on the utility billing statements. Dennis stated that people that are making a donation or two could utilize coming into the city office or by using PayPal but for a long term payment plan the city utility bill is an option.

Mayor Simmons stated he would get with Justin to work out the comingling concern as he did not want it to be an issue. Dennis stated that it can be handled however people choose to do it.

Mayor Simmons and Dennis both stated they would provide Justin with the names of previous donors to get them on the banner. Barbara reminded everyone that some of the donors wanted to remain anonymous and their wishes should be respected.

MAYOR'S REPORT WITH DISCUSSION AND DECISIONS AS NECESSARY.

Mayor Simmons stated that the upcoming caucus meetings would be held on March 18th and 20th. The Mayor asked if any of the city buildings were being utilized to handle these meetings? Jim said he was not sure but that in the past they might have used the Senior Citizen Center. Mayor Simmons mentioned that a local church group is pushing hard to get people to attend and be involved. Brent stated the meetings are held at the local schools. Justin stated each political party makes their own arrangements for these meetings and he had not been contacted about reserving any of the city buildings. Mayor Simmons mentioned that the perception is that it is a city issue to raise awareness. Mayor Simmons asked for suggestions of how the city could be involved? Jim suggested putting the information on the city website. Justin reminded the council that the buildings might not be available if Brett has already rented them to other groups.

Mayor Simmons informed the council that there is still ongoing talks with the other mayors and the Logan City mayor about the sewer system. The issue is very complex and each city wants to have representation in the system. A district is a possibility and all of the cities except Logan would like to form one. Mayor Petersen of Logan comes from an environment of working in the county and understands the concerns of the smaller communities and there has been good communication with him on this issue. Jim said that Mayor Petersen is a proponent of combining on projects when possible. Mayor Simmons mentioned there are lots of discussions and meetings going on. The Department of Water Quality is involved as well and they prefer a regional system.

Currently, Smithfield does not know the cost of having its own sewer system but the study is getting closer to being completed to supply this information to the council and residents according to Mayor Simmons. Jim said the study is due to be done by mid-April.

Jim also mentioned that there has been a refreshing change in attitude on the part of Logan City as before Logan was using a take it or leave it approach. The mayors of the outlying communities have come together in a common cause to discuss the issue. The state might have persuaded Logan to negotiate with the outlying communities according to Jim. Jim informed the council that recently Logan City had been receptive to a number of ideas. Jim stated an interlocal agreement was being considered which would give the outlying communities some influence and input on the new system.

Jim stated that Logan does not want to be part of a district and he understood why. Logan would only have one vote in the district but the vast majority of the flow and revenue are from Logan City. Logan City is big enough they don't need to be part of a district.

Jim mentioned the possibility of forming a district with the six outlying communities. There would be a north and south district. There are many options and all of them are being looked at according to Jim.

Jim stated that there is nothing in place that would stop Smithfield City from leaving the Logan City system down the road as well.

Mayor Simmons informed the council that the amount of money involved is a big factor in this equation. The water quality board has committed some funding at an interest rate of 0.75%. The money was approved on the basis that all of the communities involved in the project are united and working together. If the communities do things on their own then the interest rate or terms could change. Private market interest is around 6% right now. Logan wants to do what is right not only for them but for Cache Valley according to Mayor Simmons.

Jim stated that the mayors needed a lot of credit for coming together on this issue and taking it to the top levels of the cities for review. Logan originally only wanted staff level people to give input and make the decisions.

Brent asked if the 8% administrative or surcharge fee would go away? Jim said he was out of town during the meeting that was discussed. Mayor Simmons said that Mayor Petersen is very open with the numbers but some of the numbers that Logan City has presented are not adding up to what the other cities are showing. Justin stated he had reviewed some of the numbers Logan presented and he could not tie them to any of the numbers that he had in regards to payments and charges. Mayor Simmons commented that Smithfield is actually quite a small percentage of the system and Logan owns and maintains the current system and has the greatest percentage of flow. Jim stated that Logan had talked about charging an 8% surcharge in the past but they have only charged around 5.1%. Mayor Simmons stated the 5% goes into Logan's general fund and even if the percentage was 8.0% it would still be a good deal. Jim stated that Logan does endure a lot of responsibility for all of the outlying communities and they don't want to do it without making something off of it.

Mayor Simmons said that one of the concerns by the mayors is that Logan could determine the growth of the outlying communities. Logan could say that a city has maxed out their allocation in the system and no more is allowed. Growth is going to happen outside of Logan and Smithfield needs the ability to grow. That issue is one of the biggest concerns of the mayors.

Jim commented that with all the mayors working together that everyone can rest assured the decision will be well thought out.

Mayor Simmons asked the council if they thought the residents of Smithfield would be willing to pay \$65 per month for sewer service to have their own system or \$50 a month to be part of Logan's system? Jim stated that people want to have the service and pay as little as possible. Barbara said she liked the idea that all options are being considered.

Mayor Simmons informed the council that the Division of Water Quality is willing to give some money to help pay for a review of the issue as well.

Barbara informed the council that the democrat caucus meetings are being held at the rec center and the republican caucus meetings at the local schools.

Mayor Simmons asked for the council to discuss the proposed interlocal agreement on police protection. Mayor Simmons had been provided some financial information that showed the cost to the city for the years 2011, 2012 and 2013 if the proposed formula in the agreement had been

used. The financial information was to show the city if there would be a cost savings or additional expense per year. Mayor Simmons cautioned the council that the decision cannot be based on money alone and that the decision that is made is what needs to be best for the city now and in the long term.

Mayor Simmons asked the council how they wanted to approach the subject as it is a very sensitive issue.

Barbara asked if July 1st was still the date that was being considered as the starting date? Mayor Simmons stated that is what North Logan and Hyde Park are asking for. Jim commented that July 1st would be a hard date to get everything setup and ready to go by.

Jim mentioned to the council that the contract needs to be discussed and he would check with city attorney Bruce Jorgensen to make sure of the requirements of open meetings for this discussion. Most of the discussion should be done in an open forum but some of the information is sensitive and would need to be discussed as appropriate. Jim mentioned that North Logan and Hyde Park are waiting to hear from Smithfield if there is an interest in the agreement as they are going to complete the agreement even if Smithfield is not part of it.

Mayor Simmons stated he has talks on the situation almost daily and that the other communities have told him to have Smithfield take their time on the situation. The council has to make the best decision for the community.

Jim reminded the council that the draft agreement does not include Smithfield but can easily be changed if the council wants to go that direction.

Barbara asked if part of the request is to make a new legal entity and to form a commission? Mayor Simmons said that was correct. Barbara then stated that since a new entity was being formed by the other two communities that they then asked Smithfield to see if they wanted to join? Jim stated that was correct and that the city had been approached with this possibility a couple of years ago but Smithfield was just completing their building and North Logan was just starting their building and it did not work timing wise at that point.

Justin suggested that the mayor and two council members meet with the mayors and a couple of council members of the other communities to see if there is even an interest in making the agreement work and then bring that information to the entire council and have meetings at that point. Jim said he would clarify with Bruce Jorgensen on how the meetings could be handled. Justin stated that the meeting is not an official meeting if two council members are there but if three or more are there then it is a public meeting and needs to be advertised as such.

Mayor Simmons stated that based on the current formula in the agreement that Smithfield would save approximately \$70,000 per year. Jim mentioned that Hyde Park would pay more than they are currently paying for police protection.

Jim informed the council that he had provided the financial numbers from the city for the financial compilation so the numbers should be correct.

Mayor Simmons stated that the city managers need to be involved in the process as well.

Jim mentioned that changing the name of the department was not an issue with the other communities in the preliminary talks that he had and there were a number of other issues being considered as well. One being that each community has their own building and how that would be handled.

Mayor Simmons stated he was informed that the North Park police department was excited about the possibility of combining forces. Mayor Simmons said that the council needs to talk with the chief and get his input on the decision as well. Mayor Simmons asked if it would be appropriate to talk with the local officers as well to get their input? Brent said he thought the officers should be involved as well.

Jeff reminded the council that the meetings need to be open meetings and advertised as appropriate.

Kris asked if the council needs to get things progressing on the agreement now? Mayor Simmons stated the other two communities were waiting on Smithfield to decide.

Mayor Simmons commented that the best administrative decision needs to be made not the emotional decision.

Barbara asked if the agreement could be started in a budget year or if it had to be by July 1st? Mayor Simmons commented that July 1st is the easiest date since it is the start of a new budget year. Jim said the decision could be made later and the budget would be handled as needed as the remaining allocated funds for the budget year would be paid to the commission and not through the city. Barbara commented that July 1st is a convenient date to start.

Mayor Simmons informed the council that he had told the other two mayors the agreement would be discussed at this meeting and he would get back with them on how the council wanted to proceed.

Dennis stated the draft agreement was written for Hyde Park and North Logan only but could be easily expanded. The agreement is good as it gives a basis to start from. The word has spread throughout the community and Dennis said he had been contacted by a few people. The comments Dennis received about combining the departments were all positive but the residents asked to proceed with caution to make the right choice. Dennis mentioned that Chief McCoy had mentioned in the past that recruiting was a struggle for the local department and that by combining the departments it would be a big advantage in recruiting.

Dennis liked the idea of meeting with the other councils and wanted to make sure the meetings were held in an open forum. Dennis did not feel that July 1st had to be met. When the council considered starting the Smithfield Police Department there were several meetings and a public hearing on the issue and that should be the case again in this instance according to Dennis. The decision will be made by the council but the council needs to be 100% unified in the decision

that is made. Dennis liked the idea of a small group meeting with the other councils to see if it was even a good idea to proceed and it was it then at that point involve the entire council.

Barbara said the comments she had heard were positive about combining the departments. Barbara does want to hear the law enforcement perspective of combining the departments.

Barbara mentioned that she had been told that each department was using different computer software. Would the departments need to be on the same software? Mayor Simmons commented that the Smithfield is using eFORCE and that North Park is using Spillman. The software can easily be changed so both departments are the same.

Mayor Simmons mentioned that the justice court had been mentioned by the other two cities as they did not see a need to have three justice courts if the departments were combined. Jim stated that Judge Marx oversees both Hyde Park and North Logan. Dennis asked if the courts would automatically be combined? Mayor Simmons said that was entirely a different issue and not part of the agreement for police protection.

Barbara stated that the agreement needs to be considered and pursued to see if it is the best option. Kris agreed with Barbara that the agreement needs to be reviewed and discussed.

Kris mentioned she liked the idea of have specialty trained officers rather than just generalists.

Kris stated her biggest concern is making sure to keep jobs for the current members of the department. Mayor Simmons said that was a concern of the other mayors as well and that the administrative part of the department would change but most likely not the personnel.

Kris commented that she liked the idea of meeting with the other mayors and council members to have some preliminary talks to see if the agreement should be pursued.

Kris asked the council to make sure that the process is reviewed as quickly as possible so the local department would know what is going on and not to make them wait any longer than possible about the future direction of the department. Jim said that is a good reason to have open meetings is so the officers and residents know what is going on and being considered. Kris cautioned the council to not let the issue drag on any longer than needed. Barbara commented that it is a big decision that affects many lives. Jeff commented that there was a discussion about two years ago when Hyde Park was trying to decide what they wanted to do and he thought at that time the idea should be considered and he is in favor of reviewing the proposed agreement.

Brent said he had a concern about how the equipment would be dealt with. Brent asked if Smithfield and North Logan would each keep their buildings and then lease them to the commission? Brent asked how it was done when some of the departments combined in the Salt Lake area. Mayor Simmons commented that 19 cities had combined services in the Salt Lake area. Brent said he was told that the commission got their funding through property tax and the mayors and councils were not involved with how the departments were being run. Jim stated he was aware of a tax assessment for the unified police department in the Salt Lake area but did not know for sure how the agreement worked. Brent stated that the council and mayors need to

oversee the local department; not the agency itself. Brent liked the current proposal of having the three mayors and two council members from each community on the commission to oversee the department.

Mayor Simmons pointed out that population projections show that North Logan will have a higher population level than Smithfield in the future. Jim stated that currently North Logan has about 1,200 less residents than Smithfield. Mayor Simmons stated that as more commercial flights come to the Logan Airport that North Logan will be the gateway to Logan. Projections from Envision Utah show that the demand for housing in North Logan will increase when this occurs. A bigger population will mean there is a higher demand for service in North Logan than in the other two smaller communities. This issue needs to be considered as well as the agreement is reviewed according to Mayor Simmons. Jim stated that if North Logan outpaces and grows bigger than Smithfield then North Logan will pay a greater share of the service. There will always be officers in Smithfield even if the agreement is made.

Barbara stated she needed to graphically see by combining forces how this would offer coverage to all of the communities and not take away from any current level of service. Jim mentioned that a larger department gives the police chief more flexibility for scheduling of holidays, vacation time and sick leave.

Barbara commented that the department was already partnering with the other department in some instances and now it would just make it one entity.

Dennis mentioned that the city was already discussing sewer service with Hyde Park and North Logan and some unification in other matters is being discussed as well. Dennis wanted to see the agreement explored as it appeared the overall quality of the department could increase.

Barbara said that since it appeared that the entire council was in favor of reviewing an agreement that a meeting needs to be set as the next step. Jim stated he would get with Bruce Jorgensen to make sure the meetings are being handled appropriately.

Mayor Simmons mentioned that Health Days is coming up rather soon. Kris said that there are currently monthly meetings going on in this regard. Brent asked for the dates for this year? Jeff said the parade is on the 10th. Kris commented that the celebration is May 8th through the 10th.

A motion to adjourn at 8:52 P.M. was made by Kris.

SMITHFIELD CITY CORPORATION

Darrell G. Simmons, Mayor

ATTEST:

Justin B. Lewis, Recorder

SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, Utah 84335
AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah on Wednesday, **March 12, 2014**. The meeting will begin at 6:00 P.M.

Welcome and Opening Ceremonies by Council Member Kent.

1. 6:03 P.M. Consideration of the Consent Agenda
Approval of meeting Minutes from the February 26, 2014 City Council Meeting
2. 6:05 P.M. Resident Input
3. 6:15 P.M. Discussion and possible vote on making April 2014 Child Abuse Prevention Month in the city.
4. 6:25 P.M. Discussion and possible vote on approving Loren Mortenson as a member of the Smithfield City Tree Committee.
5. 6:30 P.M. Annual report from Chief Downs on the local Fire and EMS Departments.
6. 6:45 P.M. Update on the bidding process for the library construction and renovation project.
7. 6:55 P.M. Consideration and approval of bid for Birch Creek Well pump.
8. 7:05 P.M. City Manager Report with discussion and minor decisions as necessary.
9. 7:15 P.M. Council Member Reports with discussion and minor decisions as necessary.
10. 7:30 P.M. Mayor's Report with discussion and minor decisions as necessary.

Adjournment

Items on the agenda may be considered earlier than shown on the agenda.

In accordance with the Americans with Disabilities Act, individuals needed special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least (3) days before the date of this meeting.

Prepared, posted in the City Office and library, emailed to each Council Member, emailed to the Herald Journal, Smithfield Sun, and forwarded to be posted on the City Web Site on 03/10/14, and the Utah Public Meeting Notice website.

CHILD ABUSE PREVENTION MONTH PROCLAMATION

SMITHFIELD'S GREATEST ASSET IS OUR CHILDREN,

NOW AND FOR THE FUTURE.

WHEREAS; ALL CHILDREN deserve to grow up in a safe and nurturing environment to ensure they reach their full potential.

WHEREAS; CHILD ABUSE is a serious and growing problem affecting millions of our nation's children and thousands of children in Utah annually; and,

WHEREAS; CHILD ABUSE respects no racial, religious, class or geographic boundaries; and,

WHEREAS; IT IS IMPORTANT for all citizens of Smithfield to become more aware of child abuse and the critical need for prevention within their respective neighborhoods and community; and,

WHEREAS; DECREASING the occurrence of child abuse relies upon the efforts of every individual in order to make a positive, substantial impact upon the children of today, who will become the leaders of tomorrow;

THEREFORE; I, _____, do hereby proclaim April 2014 as Child Abuse Prevention Month. I support child abuse prevention efforts and education, and I encourage all citizens to actively help protect our children and work to create strong families within this community.

In witness whereof, I hereunto set my hand on this 12th day of March 2014

Mayor of Smithfield, Utah