

July 08, 2008

Minutes of the City Council Meeting held on Tuesday, July 08, 2008 at Alpine City Hall, 20 North Main, Alpine, Utah 84004 at 7:00 pm:

The following members were present and constituted a quorum:

Mayor Hunt Willoughby

City Council Members: Jim Tracy, Tracy Wallace and Thomas Whitchurch

Staff: Ted Stillman, Janis H. Williams, Jay Healey and April Riley

Others: Jannicke Brewer, Aaron Holtsclaw, *Lone Peak Press*, Shirley Kmetzsch, Gregory Kmetzsch, Lincoln Port, Cal Christensen, Craig Jones, Darlene Page, Mike Mansfield and Taylor Mansfield

- I. **CALL TO ORDER.** Mayor Hunt Willoughby called the City Council Meeting to order at 7:00 pm and welcomed those in attendance. Mayor Willoughby excused Kent Hastings, Kimberly Bryant and Shane Sorensen from the Meeting.
- II. **PRAYER/OPENING COMMENTS** – Hunt Willoughby
- III. **PLEDGE OF ALLEGIANCE.** Craig Jones, led the audience in the Pledge of Allegiance
- IV. **PUBLIC COMMENT.** Time has been set- aside for the public to express their ideas, concerns and comments on items not on the agenda.

Taylor Mansfield presented his Eagle Scout project and said he would be like to trim the bushes that are overgrown in Moyle Park and smooth out the paths and put gravel down. Taylor Mansfield said he would also like to replace some of the plaques along the trail as they are worn out. Ted Stillman said this was a great project to upgrade Moyle Park just prior to Alpine Days. Jim Tracy told Taylor Mansfield there would be no money in the budget to help pay for this project and suggested that he get some donations.

V. CONSENT CALENDAR

Bond Releases:

Steve McArthur – CONRAD'S LANDING, Plat A - \$59,303.49

Steve McArthur – CONRAD'S LANDING, Plat B - \$125,924.52

Dennis Carter – ALPINE OLDE TOWNE CENTRE - \$45,518.88

MOTION: Jim Tracy moved to approve the Consent Calendar. Thomas Whitchurch seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

VI. ACTION ITEMS

A. RODEO GROUNDS IMPROVEMENTS. Ted Stillman said at the June 24, 2008 City Council Meeting the installation of an electrical system to the Rodeo Grounds was approved. Dana Beck is in Alaska and when he gets back we will have more information from him. Ted Stillman said we received a contract from Rocky Mountain Power to run the power in the amount of \$10,525.73 for installation of the line from the transformer up to the bathroom. We will have them work with the Public Works Department as we want to preserve the road up to the Rodeo Grounds and through Open Space. This will be on the Planning Commission agenda next week. It was noted that the lights for the Rodeo Grounds will be on the next City Council agenda.

MOTION: Jim Tracy moved that if the Planning Commission makes a positive recommendation for the Rodeo Grounds power line to go through Open Space that the City Council will grant approval and ask staff to continue with the project; however, if the Planning Commission recommends not to approve, then this comes back to City Council. Tracy Wallace seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

B. BUILDING PERMIT/CODE ENFORCEMENT COMPUTER PROGRAM. Ted Stillman said Utah County has contracted with Citizen Serve to provide a computerized Building Code/Code Enforcement computerized system. This system will allow for electronic management of building permits and code enforcement. Mr. Stillman said that Utah County is encouraging cities to become part of the system. The advantage to the County is they can access our building permit files to determine assessed valuations. Currently the County visits each City regularly to review building permits to determine what a property should be assessed at. To assist cities in this program the County will pay the annual system maintenance cost of \$5,400.00 and the only City cost will be the \$3,000.00 installation cost. Ted Stillman said this system will provide a dramatic improvement in building permit issuance and code enforcement. April Riley said the training to our staff would be minimal as the County has already trained Charmayne Warnock on Building Permits and herself on Code Enforcement.

MOTION: Tracy Wallace moved that the City Council approve the Agreement with Citizen Serve for the Building Permit/Code Enforcement Computer Program based on the County paying the annual fee. Jim Tracy seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

C. 2008-2009 SALARIES. Ted Stillman said that he has proposed a 5 per cent merit raise which is based on an evaluation on top of the 4 per cent cost-of-living raise. Mr. Stillman said if the Council wants to discuss individuals then we need to go to an Executive Session. Thomas Whitchurch said he wished there was a way we could use the merit increase as a positive instead of a negative. If an employee only gets 3 per cent and they know 5 per cent was approved, then they wonder what they were doing wrong. Ted Stillman said that if this was the case then a goal system could be set up. Tracy Wallace asked why we even set a maximum rate and why this comes to the City Council. Tracy Wallace said he felt uncomfortable with this conversation being in an open forum as there were so many employees in attendance.

Thomas Whitchurch asked if it would be better to say there would be 4 per cent cost of living increase and then set aside \$35,000 in the budget for merit increases. Jim Tracy said he felt better with this suggestion. Ted Stillman said that compared to other cities there are some employee positions that are on the low end of the pay scale. Jim Tracy said he would like to give the Mayor and Ted Stillman more latitude in doing their jobs. It was noted that the staff we have does an excellent job with their competency and being cross training that is done. Hunt Willoughby said he would like to give a recommendation for a raise for Ted Stillman. Jim Tracy asked if we want to set aside a salary for the City Treasurer. Ted Stillman said this will be determined after we do our job reviews and work plans and this will be brought back in October.

MOTION: Thomas Whitchurch moved to adopt the 2008-2009 employee salary schedule with the 4 per cent cost-of-living increase and set aside \$35,000 to be used for merit increases as determined by the Mayor and the City Administrator. Jim Tracy seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

VII. REPORTS

A. JUNE 2008 FINANCIAL REPORT. Ted Stillman said we are still in the process of closing out this last fiscal year and we will do our run this week and make the necessary adjustments. Mr. Stillman said we have completed the Budget Report which is due thirty days after the Budget is adopted and this was done on a spread sheet. Hopefully we will have the Financial Report ready for the next City Council Meeting.

B. ALPINE DAYS REPORT. Jim Tracy said the theme for Alpine Days is "A Heritage to Remember." We still need someone to design the logo for the T-shirts as we are behind in ordering them. Councilman Tracy went down each event as follows:

- The 5-K run - is on auto pilot – Mike Evans is over this event
- The Rodeo Royalty will provide the grand entry
- Alpine Jr. Miss – will not be part of Alpine Days this year
- Art and Quilt Show - Done
- Barricades set up/take down – Tracy Wallace said he has people lined up to do this
- Bowling Tournament – Kimberly Bryant
- Buckaroo Rodeo – Part of the Rodeo

Car Show - Hunt Willoughby said this will be in Peppermint Place's parking lot
 Empty trash cans – Kent Hastings
 City Council Parade – Kent Hastings will provide the vehicle for the Council to ride in
 Events at a Glance – Tracy Wallace
 Family Dinner – Cancelled for this year; this will be put on the web tomorrow
 Fire fighters Breakfast – is on auto pilot; Smith's Marketplace in Lehi wants to donate
 towards the breakfast
 Fireside will be on Sunday, August 10th. This year it will be the closing event
 Fireworks – have been ordered and are scheduled for August 9th @ 9:45
 Flag Ceremony – Tracy Wallace has a scout troop scheduled for this
 Flag Retirement Ceremony–Mayor Willoughby said that Wednesday night would be
 good
 Golf Tournament – Tracy Wallace said this will be at Cedar Hills on Tuesday
 Grand Marshall – Thomas Whitchurch said the entire Moyle Family will be the Grand
 Marshals
 Lake Hardy hike – Hunt Willoughby
 Lipsinc has been cancelled
 Little Miss Alpine City – Kimberly Bryant
 Motorcycle Ride – David Fotheringham is over this
 Mountain Bike Race - on auto pilot. Breezy Anson is over this event
 Movie under the Tent – Thomas Whitchurch said "Follow Me Boys" will be shown
 Newsline Information – Tracy Wallace
 Parade and Parade announcer - Caroldean Neves
 Inflatables will be in Legacy Park – Wrist bands will be available when purchasing T-
 shirts or tickets to events
 Hata Puriri's Rugby team will provide security in Legacy Park for the inflatables
 Pest Control – Hunt Willoughby; flies and bees
 Pet Show–Kimberly Bryant; moved to the gazebo to keep the tent area clean for the
 movie
 Rodeo – is on auto pilot – Dana Beck is over this event
 Senior Dinner – Hunt Willoughby
 Story Telling – was passed to Thomas Whitchurch
 Table Set up/take down – Is eliminated if we don't do the dinner, but we need tables for
 the breakfast
 Tennis Tournament – Cancelled
 Tent Set up – City staff
 Ticket sales – Jim Tracy; Tracy Wallace said all of the tickets are numbered this year
 Toddler trot – is on auto pilot; Mike Evans is over this
 Trash cans – Jim Tracy will work with ACE
 T-Shirts – cannot order these until we have a logo
 Vendor Booths – right now we have 30 vendor booths and 9 food booths. The vendor
 booths will be moved over by the tent
 Water games- Kimberly Bryant and the Youth Council. Jim Tracy suggested that we get
 new visqueen
 Web site information – Tracy Wallace
 Youth Dance – Kimberly Bryant and the Youth Council
 Port-a-potties – It was suggested they be placed behind the Police Department or in the
 Fire Department parking lot

Jim Tracy said this year we have purchased a stage so the City no longer has to pay \$900.00 to rent
 one. Thomas Whitchurch asked if the Health Department has inspected Legacy Park so we can be certified
 and we don't have to get a Mass Gathering Permit. Jim Tracy said the biggest complaint we have had is that
 Alpine Days is too commercialized, both the parade and vendors. That is why we raised the price for out-of-
 town vendors. Ted Stillman asked the City Council which contact phone number they wanted listed.

VIII. COMMUNICATION

Jim Tracy –

1. Asked what the manning of our Fire House will be now that they have moved over to Highland. It was reported that we still have 24-hour coverage and we have paramedics and firefighters. There will be some remodeling done.
2. Wanted to compliment the front office staff, especially Annette Scott and Annalisa Thomas, with handling the transition upon Linda Smith's leaving

Thomas Whitchurch –

1. The Alpine Arts Council's play will start this Friday – "Seussical the Musical is the play they are doing"
2. Reminded the Council Members about the Fire Stations open house

Ted Stillman –

1. Put an update and time line for the County Dispatch on the desk of the City Councilmen. The County is holding a public hearing next Tuesday, July 15, 2008 and it will be on the November ballot. The protest period is 15 days after the Public Hearing. We voted conceptually yes to be in the District and if we want out there are no good alternatives. Ted Stillman said that on the ballot will be the creation of a Taxing Authority for the District. The County is currently subsidizing dispatch for all of us and they want to quit doing that. If the tax passes we can lower our tax and hopefully Utah County can lower theirs. The County has all the equipment and they will not change for a building rental and there will be no upstart charges. On July 29th there will be a meeting with all Mayors, City Council Members and Commissioners with everyone being encouraged to attend. Ted Stillman said it will probably be at the County building. Hunt Willoughby said he mentioned to the County Commissioner that they would have to lower the County tax to get this to pass and not plan on using the money somewhere else.
2. The cell tower is going to be painted and Cobble Brown is the color
3. We now have a new projector. It works with all the lights in the room being on and sunlight shining in the windows.

IX. EXECUTIVE SESSION to discuss Litigation, Property Acquisition and Personnel. There was no need for an Executive Session.

X. APPROVAL OF MINUTES

City Council Meeting of June 24, 2008

MOTION: Tracy Wallace moved to approve the City Council Minutes of June 24, 2008 and adjourn. Thomas Whitchurch seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

The meeting adjourned at 8:05 pm.