

MINUTES of the regular City Council meeting of Wellsville City held Wednesday, March 4, 2015, at the Wellsville City Offices at 75 East Main. City officials present were Mayor Thomas G. Bailey, Councilwomen Karen Higley, Glenna Petersen, Councilmen Gary Bates, Carl Leatham, and Perry Maughan. City Manager/Recorder Don Hartle was also present. A copy of the Notice and Agenda was mailed to the Mayor and Council members and emailed and faxed to the Herald Journal on February 27, 2015. The meeting was called to order at 6:30 p.m. by Mayor Thomas G. Bailey.

Others Present: Jennifer Leishman Lynn Nelson Allison Richman  
Leesa Cooper Tom Maughan Jennifer Hendricks  
Clint Kerr Karma Leatham Janie Isaacson  
Kendall Leishman Jonathan Cook Art Smith

At 6:00 p.m., Mayor Thomas G. Bailey and City Council met at Wellsville City Gravel Pit at 300 West 200 South to review the location for a public works building.

Opening Ceremony: Mayor Thomas G. Bailey

The Council reviewed the agenda. Don Hartle added an update to the City Council on a meeting with City Attorney Bruce Jorgensen. Karen Higley made a motion, seconded by Carl Leatham, to approve the agenda with the addition.

YEA 5 NAY 0  
Gary Bates  
Karen Higley  
Carl Leatham  
Perry Maughan  
Glenna Petersen

The City Council reviewed the regular City Council meeting minutes of February 18, 2015. There were word changes on lines 148, 154, 155, 200, and 201. After discussion, Gary Bates made a motion, seconded by Carl Leatham, to approve the minutes of the February 18, 2015 meeting with the corrections.

YEA 4 NAY 0 ABSTAIN 1  
Gary Bates Karen Higley  
Carl Leatham  
Perry Maughan  
Glenna Petersen

Payroll is approved through the budget, therefore, the checks approved in the City Council minutes aren't in numerical order from City Council meeting to City Council meeting as the City uses the same checking account for payroll and accounts payable. After review and discussion, Carl Leatham made a motion, seconded by Karen Higley, to approve the City's account payables bills for payment, represented by check number 17945 through 17967.

YEA 5 NAY 0  
Gary Bates  
Karen Higley  
Carl Leatham  
Perry Maughan  
Glenna Petersen

Kendall Leishman asked when and where the first parade of the 2015 season is. Leesa Cooper stated that she is working on a schedule. The first parade is the first Saturday of May and it is in Smithfield.

Art Smith stated that he tested his basement for radon. The reading should be between 2 and 4. His basement had a reading of 75.

Lynn Nelson representing the Child & Family Support Center met with the City Council requesting that the City Council approve a proclamation declaring April as Child Abuse Prevention month. Mr. Nelson stated that April is Child Abuse Prevention month. The Child & Family Support Center provides many programs to the Cache Valley area. The Child & Family Support Center sponsors a race in Wellsville City later in the month of April as a fundraiser for the Child & Family Support Center. Mr. Nelson presented a packet of information to the City council that includes brochures and ribbons to be worn during the month of April. Mr. Nelson also presented the declaration to be signed by Wellsville City. Mayor Thomas G. Bailey signed the declaration.

Allison Richman representing BRAG met with the City Council. Ms. Richman stated that BRAG services Cache, Box Elder, and Rich counties. Ms. Richman reviewed the services that BRAG offers to the community. Mayor Thomas G. Bailey thanked Ms. Richman for attending this meeting.

The City Council considered for possible awarding of a contract on widening the shoulder of Center Street at 400 South. Don Hartle stated that 3 companies submitted bids. Mr. Hartle handed out a summary of the bids. Mr. Hartle stated that the bids have been reviewed by City Engineer Chris Breinholt. Mayor Thomas G. Bailey asked if there were any questions. After discussion, Gary Bates made a motion, seconded by Perry Maughan, to accept the bid from Post Asphalt & Construction for \$31,285.

YEA 5

NAY 0

Gary Bates  
Karen Higley  
Carl Leatham  
Perry Maughan  
Glenna Petersen

The City Council considered for possible approval a wage increase for employee for fiscal year 2015/2016. Don Hartle stated that he called the State of Utah concerning the inflation rate. After being transferred 4 times, the latest figure that the State of Utah has for the inflation rate is as of 2013 and it was 2.9%. Gary Bates asked what the cost of living increase was for the employees last year. Mr. Hartle stated that it was 2%. Mr. Bates asked if there has been any impact to the employees concerning the insurance. Mr. Hartle stated that 2 years ago, there was an impact. Last year, there was no impact. Mr. Hartle stated that he is meeting with the insurance company on March 17, 2015 and will know more then. Mr. Bates asked what Mr. Hartle's recommendation would be. Mr. Hartle stated that the employees went several years without a raise. Mr. Hartle doesn't think that 3% is out of line. Mr. Bates stated that the survey of other cities that was completed last year showed that the wages from Wellsville City are not necessarily lagging. It shows that Wellsville City is in the middle of the pack. The benefits package is similar to other cities. Mayor Thomas G. Bailey asked if there is enough money for a 3% raise. Mr. Hartle stated that he starts with salaries first. Mr. Hartle stated that he doesn't anticipate raising property taxes this year. Carl Leatham asked if these raises are for full-time employees only. Mr. Hartle stated no. The raises would be 3% for everyone. Mr. Leatham stated that it is important to include all employees. Karen Higley stated that with 2% last year and 3% this year, is 5% in the last 2 years the going rate. Mr. Leatham stated that for several years there were no raises. Mr. Leatham stated that he doesn't think it is excessive to have 2 years of raises. Mayor Bailey stated that he doesn't know what other cities are doing, and it is a little too early to compare. Mr. Bates stated that the City Council did their due diligence by completing the survey. Perry Maughan stated that 3% is greatly appreciated, but would like the City Council to look into merit raises. Mayor Bailey stated that if the City Council doesn't agree with 3%, then someone should throw out a number. Mr. Bates stated that a merit raise is more of a bonus than a raise, and Wellsville City already does Christmas bonuses. Mr. Bates stated that there are many ways to do raises and bonuses. Mr. Hartle stated that the only employees that have similar jobs are Perry and Tom. The ladies in the front office all serve different functions. Mr. Leatham stated that the survey didn't specify the number of people in a department. Mr. Bates stated that the City Council put the burden back on Don Hartle to research the issue and come up with a number. Mr. Bates stated that the inflation rate for 2013 was 2.9%, which it would be similar in 2014. The price of goods has not gone down and taxes have gone up. After discussion, Gary Bates made a motion, seconded by Carl Leatham, to accept the recommendation of a 3% raise to the employees and will reassess next year.

YEA 4  
Gary Bates  
Karen Higley  
Carl Leatham  
Glenna Petersen

NAY 0

ABSTAIN 1  
Perry Maughan

The City Council discussed for possible approval of changes to the City Design Standards and Specifications. Perry Maughan stated that he had several things to discuss. Mr. Maughan wanted to discuss roads, water barrel meters, etc. Gary Bates recommended that Mr. Maughan make a list of issues and that the City Council review them in 2 weeks. Mr. Maughan stated that he will compile a list and review it in 2 weeks with the City Council.

The City Council discussed for possible approval an asbestos study of the City Office. Don Hartle asked the City Council if they would like to save some time and have the asbestos study completed. Mr. Hartle stated that he has no idea how long an asbestos study takes. Mr. Hartle stated that there are 4 different companies, 2 that test for asbestos, and 2 that test and remove asbestos. Gary Bates stated that this could be completed when it is closer to tear down time. Mayor Thomas G. Bailey stated that the City Office will be torn down this spring. Mr. Bates suggested getting 2 or 3 bids. Mr. Hartle stated that he will contact all 4 companies and return in 2 weeks.

The City Council discussed for possible approval the City to manage the demolition of the City Office when the building is demolished. Mayor Thomas G. Bailey stated that he and Don Hartle discussed this issue with City Attorney Bruce Jorgensen. Mr. Jorgensen claims that Wellsville City can manager any buildings that they own, and Wellsville City has the right to tear down the building themselves. Mayor Bailey stated that he has contacted a person that is interested in helping to tear down the City Office for an hourly wage and the use of City trucks. The Fire Department can burn down 2 houses per year for training, and this structure will be used for training. Mayor Bailey stated that they will keep water on the building so that dust is not a problem. The City Council agreed.

Don Hartle updated the City Council concerning a meeting that he and Mayor Thomas G. Bailey had with City Attorney Bruce Jorgensen. Mr. Hartle stated that there is water available for sale out of the Little Bear River. Mr. Jorgensen is currently in the process of putting a contract together. Once the City owns the water, they will have it forever. There is a \$5,000 non-refundable deposit in order to tie up the water. There is an issue with the point of diversion. Once that is resolved, the balance of the water will be paid off. Perry Maughan stated that Wellsville City can't sell water, but they can lease it. Mr. Hartle stated that is correct. Gary Bates asked Mayor Bailey to explain the proving up process. Mayor Bailey explained the proving up process. Mayor Bailey stated that Cache County is establishing a water conservancy district to protect water. Mayor Bailey asked that the City Council read the by-laws and reply with any changes that are needed. The water conservancy district will not affect any City water rights. Someone representing the water conservancy district will be in to the City Council meeting to discuss the issue with the City Council in the next 2 months. The City Council will review the by-laws and then schedule a time in the next 2 months to discuss the issue.

Wellsville City Fire Chief Clint Kerr met with the City Council. Mr. Kerr handed out copies of the proposed nuisance recovery ordinance for false fire alarms for businesses, proposed nuisance recovery ordinance for false fire alarms for residential, and the hazardous materials clean-up recovery ordinance. Mr. Kerr stated that he is in favor of the proposed nuisance recovery ordinance for false fire alarms for businesses and the hazardous materials clean-up recovery ordinance, but he is not in favor of the proposed nuisance recovery ordinance for false fire alarms for residential. Mr. Kerr asked for some guidance concerning the budget. Mr. Kerr would like to see the salaries go from \$6,500 to \$9,000. Carl Leatham stated that to rely on nothing by grants is a dangerous situation. The monies from grants are above and beyond the normal operating budget. There is equipment that is needed that shouldn't be on a wish list. Mayor Thomas G. Bailey asked if the fire department could get by until the fire truck is paid for. Mayor Bailey stated that there is some extra money left over from the truck that could be used to get the fire department to survive. After the fire truck is paid for, all of the money could be used for equipment. Mr. Kerr stated that he doesn't know if the fire department can get by. Mayor Bailey asked if some of the

equipment could be put on a rotational basis. Mr. Kerr stated that some could, but some could not. Mr. Kerr asked that money be put into a fund so that when the equipment comes due, there is money there to purchase new equipment. Mr. Kerr stated that he is concerned about the firemen should they be injured while responding to a call. The firemen get workman's compensation. Mr. Kerr would like to see money go into a fund to cover injured firemen. Mayor Bailey stated that Wellsville City could start somewhere, but can't do it all at once. Mr. Kerr stated that in order to keep the firemen safe, Wellsville City needs to start replacing the PPE's. Gary Bates stated that there are professional grant writers to help departments go through the grant process. Mr. Bates suggested letting the process evolve for a couple of months, and then begin working on some real pricing. Mayor Bailey asked how much money is accumulated over the above the truck payment. Don Hartle stated approximately \$4,000 per year. Mr. Bates would like to see a list of equipment and the date that the equipment expires. Karen Higley stated that if the fire department is awarded the grant, it changes the way the money is allocated because the grant will pay for some of the equipment that is needed. Mr. Bates suggested that the fire department come up with a couple of plans concerning purchasing new equipment. Mr. Bates suggested returning in 2 weeks with a list of equipment that is currently expired. Mr. Kerr stated that Troy Parker has all of that information. Mr. Bates stated that Wellsville City needs to deal with the expired equipment. Mr. Leatham suggested raising the fire department fee from \$3.00 to \$5.00 if the fire department is not awarded the grant. Glenna Petersen stated that the fire department not being in compliance is a bigger issue than morale in the department. Mr. Kerr stated that he will return in 2 weeks with the requested information.

At 8:35 p.m., Councilman Gary Bates left the meeting.

Mayor Thomas G. Bailey updated the City Council concerning a meeting that he and Don Hartle had with City Attorney Bruce Jorgensen. Mayor Bailey stated that there is a bid process for building a City Office. Mr. Jorgensen suggested hiring a consultant. The consultant will help Wellsville City design the building, put it out for bid, collect all of the bids, and see the project through to the end. Mayor Bailey stated that this will save Wellsville City from a lot of things. Mayor Bailey stated that he talked with a consultant who will do the project for 3% of the total cost of the building. Karma Leatham stated that she is concerned that Wellsville City is following the correct guidelines. Ms. Leatham stated that she wanted to lead Wellsville City to the correct place. Don Hartle stated that it is no different than what Wellsville City has done for the past 30 years. Ms. Leatham reviewed the bidding process with Mayor Bailey and the City Council. Mayor Bailey asked if Wellsville City has a concept plan for the City Office. Karen Higley stated no. Mayor Bailey stated that a concept plan is the first step in the process. Ms. Higley asked if there were changes to the floor plan that was presented at the last City Council meeting. Mr. Hartle stated yes. Mr. Hartle stated that he would get the changes to Ms. Higley first thing tomorrow morning. This item will be added to the next City Council meeting.

#### Department Reports:

Karen Higley – 1) Wellsville City Princess Pageant – 11 girls are committed – April 11, 2015 – life skills are being taught. Theme is “Empower for a Lifetime”.

Perry Maughan – 1) Roads – make a decision in 2 weeks – reviewing 900 South, 600 South, and 200 north from 200 East to the Railroad Tracks.

2) Emulsion – will discuss with the City Council in 2 weeks.

3) Shade Tree & Beautification Committee – Troy Cooper will hold a tree trimming class on Saturday at 8:00 a.m. – meet at the City Office building.

Carl Leatham – 1) Training Session – next Wednesday night in Nibley.

#### City Manager/City Recorder's Report:

Don Hartle – 1) Budget Worksheets are due tonight.

At 9:21 p.m., Carl Leatham made a motion, seconded by Perry Maughan, to adjourn the meeting.

**YEA 4**

Karen Higley  
Carl Leatham  
Perry Maughan  
Glenna Petersen

**NAY 0**

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Thomas G. Bailey  
Mayor

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Don Hartle  
City Manager/Recorder