



## **CITY COUNCIL REGULAR MEETING**

Tuesday, May 17, 2022 at 7:00 PM

Court Room/Council Chambers (2<sup>nd</sup> floor) and Online

### **MINUTES**

Mayor Olson called the meeting to order at 7:00 p.m.

#### **ROLL CALL**

Councilors present included Councilors Adcock, Hathaway, Mecham, Montoya, and Siddoway.

Others present included City Manager Ben Reeves, Community Development Director Jason Bond, Assistant City Manager Norm Beagley, Finance Director Shannon Hoffman, Operations Manager Dennis Marker, Recorder Amalie Ottley and Legal Counsel Brett Rich.

Various members of the public were also present.

#### **PLEDGE OF ALLEGIANCE**

Councilor Montoya led the Pledge of Allegiance

#### **INVOCATION/INSPIRATIONAL THOUGHT**

An Invocation was offered by Assistant City Manager Beagley.

#### **DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

There were no declarations of potential conflicts offered by any of the councilors.

#### **CONSENT AGENDA (MINUTES, BILLS, ITEMS)**

1. City Council Work Session Minutes – May 3, 2022
2. City Council Minutes – May 3, 2022
3. Special City Council Minutes – May 9, 2022
4. City Expenditures for April 28 to May 11, 2022 totaling \$1,222,905.48
5. Resolution 05-04-2022 Approving Addendum No. 2 to the Summit Ridge Commercial Development Master Development Agreement.

Councilor Lynn Mecham moved to approve the Consent Agenda items consisting of the Work Session and Regular Council Meeting minutes from May 3rd, Special City Council Minutes from May 9th, City Expenditures from April 28th to May 11th, 2022, and finally the passing of Resolution 05-04-2022. Councilor David Hathaway seconded the motion.

Councilor Adcock                      Yes

Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

**RECOGNITIONS**

**6. Payson Santaquin Area Chamber of Commerce – Business of the Month:**

Simple Nutrition was recognized as April’s Business of the Month. The Chamber announced their partnership with Santaquin Recreation in the Sounds of Summer Festival as well as a pancake breakfast for Orchard Days.

**OTHER BUSINESS**

Mayor Olson recognized Ben and Penny Reeves and the incredible amount of work they have put into Santaquin City. Mayor Olson presented an award to Ben Reeves for his distinguished years of service to the city.

**PUBLIC FORUM**

No members of the public wished to address the City Council.

**BUILDING PERMIT & BUSINESS LICENSE REPORT**

Community Development Director Bond presented the Building Permit & Business License Report. 186 total Building Permits have been issued in 2022. Three new business licenses were issued in the last month.

**NEW BUSINESS**

**7. Resolution 05-05-2022 Change to Employee Policy & Procedures Handbook:**

Operations Manager Marker detailed primary changes to the Employee Policy & Procedures Handbook, namely clarifying practices in travel and financial policies.

Councilor Mecham motioned to approve Amending City Travel Procedures in the Santaquin City Employee Policy & Procedure Handbook. Councilor Siddoway seconded.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

**8. Resolution 05-06-2022 Change to Financial Policies:**

Operations Manager Marker detailed primary changes to the financial policies, namely the city's procurement processes. The outlined processes will allow the use of state bid processes as well the potential to award a contract for professional services without a competitive process.

Councilor Siddoway motioned to approve clarification of the city's policies regarding various reporting and purchase provisions of the city's financial procedures. Councilor Hathaway seconded.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

## **ORDINANCES**

### **9. Ordinance 05-01-2022 Fire Chief Powers and Duties:**

Councilor Adcock motioned to approve Ordinance 05-01-2022 moving the Fire Chief being an appointed position to Title 1 of City Code along with the other appointed positions to include changes recommended by legal counsel. Councilor Siddoway seconded.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

## **DISCUSSION & POSSIBLE ACTION**

### **10. Ostler Subdivision Preliminary Review:**

Director Bond addressed the Ostler 5-lot subdivision located at 421 S. 100 W. A positive recommendation was unanimous in favor from the Planning Commission for the Ostler Subdivision.

Councilor Mecham motioned to approve the Ostler Subdivision with the condition that all planning and engineering redlines be addressed. Councilor Montoya seconded the motion

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes

Councilor Montoya            Yes  
Councilor Siddoway            Yes

Motion passed unanimously in the affirmative.

**11. Z.L. Goodall Plat Amendment:**

Director Bond presented the modified setbacks for lot 5 in the Z.L. Goodall Subdivision plan to match consistency in the R8 Zone.

Councilor Montoya motioned to approve the Z.L. Goodall Plat B with the condition that all planning and engineering redlines be addressed. Motion seconded by Councilor Mecham.

Councilor Adcock            Yes  
Councilor Hathaway            Yes  
Councilor Mecham            Yes  
Councilor Montoya            Yes  
Councilor Siddoway            Yes

Motion passed unanimously in the affirmative.

**12. Santaquin Sanitary Sewer Master Plan Update by J-U-B Engineers:**

Assistant Manager Beagley synopsised the Sewer Master Plan update requirements for Santaquin City. Assistant Manager Beagley recognized the expertise of J-U-B Engineers in the current sewer system.

Councilor Montoya motioned to authorize Mayor Olson to execute a contract with J-U-B Engineers to update the city's sanitary sewer master plan and associated documents. Motion seconded by Councilor Adcock.

Councilor Adcock            Yes  
Councilor Hathaway            Yes  
Councilor Mecham            Yes  
Councilor Montoya            Yes  
Councilor Siddoway            Yes

Motion passed unanimously in the affirmative.

**REPORTS FROM CITY STAFF**

Manager Reeves expressed his honor in working for the City of Santaquin for the last 12 and a half years and conveyed his hopes for the future of residents in the city.

Director Bond stated his appreciation to Ben and the opportunity to work with him. Director Bond spoke to a future meeting with MAG. Director Bond provided written notice of a minor

change to the Santaquin Estates subdivision that reduced the total anticipated lots by two. Director Bond discussed upcoming items on the DRC and Planning Commission agendas.

Operations Manager Dennis Marker highlighted the mural being created on the outer west wall of Ivanof's Market and recognized the Community Services department for their partnership with the market. Operations Manager Marker addressed the city's application to request additional funding for secondary water meters from the State of Utah. Operations Manager Marker spoke to the continuing efforts to update Administrative Code Enforcement within the city. Operations Manager Marker expressed his gratitude in working with Manager Reeves.

Assistant Manager Beagley updated the City Council on bid results for pavement projects in the city. Assistant Manager Beagley noted Highway 198 progress by UDOT. Assistant Manager Beagley remarked that the Summit Ridge water tank is full and is being tested for leaks and addressed the booster pump station. Assistant Manager Beagley thanked Manager Reeves for his leadership over the years and expressed his positive outlook for the City of Santaquin.

Attorney Brett Rich relayed his appreciation for the time spent working with Manager Reeves and recognized his integrity in the City Manager Position.

#### **REPORTS FROM COUNCIL**

Councilor Hathaway updated the City Council on the Mount Nebo Water Agency meeting that he recently attended. He reminded the council of the upcoming RAP Tax Committee Meeting. Councilor Hathaway thanked Manager Reeves for the time they spent together and wished him the best on his new adventure.

Councilor Mecham spoke to the Murdock Ford groundbreaking and was impressed with the quality of people that brought the dealership to the City of Santaquin. He recognized the Tischners and Murdocks and their positive influence in the city. Councilor Mecham recognized Manager Reeves' successes in the city.

Councilor Siddoway stated his joy in attending the recent Arts Festival. Councilor Siddoway wished Manager Reeves luck in his move to Iowa.

Councilor Adcock also addressed the mural in the city and is impressed by the work being put into it. Councilor Adcock talked about his attendance at the Administrative Code Enforcement meeting and at the Murdock Ford groundbreaking event. Councilor Adcock invited all to attend the Veteran's Memorial Service on Memorial Day.

Councilor Montoya recited "Good Timber" by Douglas Malloch.

Mayor Olson expressed the success of the recent Arts Festival and stated his enjoyment in attending the event. Mayor Olson stated he attended a meeting with the trail committee for Prospector View Park and updated the council on the park's progress.

**EXECUTIVE SESSIONS**

Motion to enter executive session to address the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property was made by Councilor Mecham. Seconded by Councilor Siddoway. Vote to enter executive session was unanimously approved.

Executive Session entered into at 8:15 p.m.

Executive Session adjourned at 8:26 p.m.

Motion to enter executive session to address the character, professional competence, or physical or mental health of an individual was made by Councilor Mecham. Seconded by Councilor Siddoway. Vote to enter executive session was unanimously approved.

Executive Session entered into at 8:26 p.m.

Executive Session adjourned at 9:40 p.m.

**ADJOURNMENT**

Regular City Council Meeting adjourned at 9:41 p.m.

ATTEST:

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**Daniel M. Olson, Mayor**

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**Amalie R. Ottley, City Recorder**