



## REGULAR CITY COUNCIL MEETING

Tuesday, August 15 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.

Mayor Olson was excused from the meeting.

Others present included City Recorder Amalie Ottley, City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Finance Director Shannon Hoffman, Fire Chief Ryan Lind, Public Works Director Jason Callaway, Brent & Carla Garner, Stephen Larsen, and Cameron McGary.

Various members of the public attended the meeting.

#### PLEDGE OF ALLEGIANCE

Councilor Montoya led the Pledge of Allegiance.

#### INVOCATION/INSPIRATIONAL THOUGHT

City Manager Norm Beagley offered an invocation.

#### DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

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

1. July 18, 2023 City Council Work Session Minutes
2. July 18, 2023 City Council Regular Session Minutes
3. August 1, 2023 Public Hearing & City Council Meeting Minutes
4. City Expenditures from 07/15/2023 to 08/11/2023 in the amount of \$1,894,314.55

Councilor Montoya inquired about certain line items in the City Expenditures Report. She and Manager Beagley discussed existing contracts the City has for lobbying services. She also inquired about a bill paid for counseling services offered to Police and Fire/EMS employees. Chief Lind clarified what the counseling is used for in the Police and Fire/EMS departments and that it is paid once annually.

Councilor Montoya made a motion to approve the Consent Agenda items 1 through 4. Councilor Hathaway seconded the motion.

Councilor Adcock Yes

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

The motion passed unanimously.

## PUBLIC FORUM

Cameron McGary from the Payson & Santaquin Area Chamber of Commerce attended the meeting. He reported the Chamber's Business of the Quarter being Lou's Barber Shop. He also reported about the pancake breakfast at the Little Buckaroo Rodeo. Councilor Montoya and Manager Beagley discussed the difficulties the Chamber and the City face bringing more people and variety to the weekly Hometown Market.

Councilor Hathaway brought up the feedback he has received from residents asking that more booths feature fresh fruits and vegetables as well as home goods. He believes that farmers market type booths would draw more people to the weekly Hometown Market.

Cameron said he would take the feedback from the Council back to the Chamber of Commerce.

## RECOGNITIONS

### 5. Employee of the Month – Carla Garner

Finance Director Shannon Hoffman and Public Works Director Jason Callaway recognized Augusts Employee of the Month Carla Garner by reading the following statement,

*"Our August 2023 Employee of the Month is Carla Garner. Carla was hired just over one year ago as an office clerk in the Finance/Utility Office. A few months ago, when there was a need to fill a custodian position, Carla excitedly jumped at the opportunity to fill that need. She currently splits her time between the Finance/Utility Office and Public Works Department, working one day a week, and then spends the rest of her part-time hours cleaning city facilities. Carla is very detail oriented and organized and takes great pride in her work in both areas.*

*Shannon Hoffman, the city's Finance Director, stated, "Since taking over the cleaning of the city facilities, there have been numerous comments made by various staff members about the cleanliness of the buildings. I'm sure all the city departments would agree that the buildings have never looked better. Carla has assisted with the ordering of cleaning supplies and maintenance equipment to ensure needs are being met in a fiscally responsible manner. She is a great addition to the wonderful staff in both departments. She is a long-time resident of Santaquin and is a friendly face when residents come into the City Office."*

*Carla and her husband, Brent, have lived in Santaquin for 39 years, where they raised their eight children. Six of their children live in the area, and two outside of the state. They are the proud grandparents of twelve grandchildren. In her spare time, Carla enjoys spending it with her family, hiking, taking trips up the mountain with her husband on their side-by-side, learning through courses at UVU, and cooking. She really enjoys making things look beautiful and clean. When asked what she loves about her job, Carla stated, "I love the people I work with and enjoy the great atmosphere in the city offices. I appreciate associating with every department and getting to know my co-workers. It makes a job easy when I feel loved and welcomed. Everyone is so kind at the city."*

*We sure appreciate Carla's efforts, great attitude, happy countenance, and willingness to do whatever is asked of her. She is a wonderful addition to our city staff."*

Carla expressed her gratitude to the City and her love for serving others by keeping the City buildings clean. She added that she feels people will respect the buildings more if it's clean and she doesn't think of it simply as cleaning but serving those she works with.

#### **BUILDING PERMIT & BUSINESS LICENSE REPORT**

Assistant City Manager Bond presented the Building Permit Report. 124 residential units have been issued building permits in the current calendar year. 4 new commercial spaces have been issued permits. In comparison, 18 single and multi-family residential units have been built in the current fiscal year. (July 1, 2023 – June 30, 2024) One new business license was issued in the last two weeks.

#### **NEW BUSINESS**

##### **6. Resolution 08-03-2023 - Establishment of the Fee Schedule for Santaquin City**

Manager Beagley presented the Fee Schedule and the updates therein. He presented the new fees for building rentals as well as other recommended updates.

Councilor Siddoway made a motion to approve Resolution 08-03-2023 Establishment of the Fee Schedule for Santaquin City. Councilor Montoya seconded the motion.

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

The motion passed unanimously.

##### **7. Resolution 08-04-2023 - Reimbursement and Connector's Agreement for the Grey Cliffs Development**

Manager Beagley presented the proposed reimbursement and connector's agreement for the Grey Cliffs development that encompasses the culinary water and sewer lift station for the area.

Councilor Adcock asked what kind of money the City is dealing with for the reimbursement and agreement. Manager Beagley indicated that funds from impact fees collected for/within the development would go toward the cost of the booster pump station as well as any future connections that can benefit from the booster pump station. Councilor Adcock clarified that the contract anticipates future growth in the development and where funds will come from. Councilor Hathaway inquired if the booster pump will be controlled by the City or by the applicant. Manager Beagley indicated that the pump will be owned and operated by the City.

Councilor Montoya made a motion to approve Resolution 08-04-2023 - Reimbursement and Connector's Agreement for the Grey Cliffs Development. Councilor Hathaway seconded the motion.

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

The motion passed unanimously.

#### **8. Resolution 08-05-2023 - Approval of a Conservation Easement for an Area Within the Grey Cliffs Development**

Manager Beagley presented the conservation easement area within the Grey Cliffs development that would preserve the hillside in a specific and indicated area. Councilor Adcock inquired if the easement would be a deed restriction. Manager Beagley clarified that the easement will be recorded with Utah County and will essentially act as a deed restriction. Councilor Montoya inquired if pruning and other maintenance will be the responsibility of the City in the easement area. Manager Beagley indicated that maintenance will be taken care of by the landowners themselves. The applicant, Stephen Larsen, addressed the Council pointing out that the easement provides two purposes; first, a barrier and prevention of spillover from City open space, and second, separation and specific restrictions for the homeowners included in the association in order to protect the slope in the area. Councilor Montoya inquired if areas will be delineated and/or marked. Mr. Larsen confirmed that the easement area will be clearly marked. Assistant Manager Bond clarified that the conservation easement area will be a private area and not public open space.

Councilor Montoya made a motion to approve Resolution 08-05-2023 - Approval of a Conservation Easement for an Area Within the Grey Cliffs Development. Councilor Siddoway seconded the motion.

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

The motion passed unanimously.

#### **9. Discussion & Possible Action: Fire Department Wildland Fire Radio Request**

Chief Lind presented to the Council the recent award of grant monies in the amount of \$9,970 for the purchase of wildland fire radio equipment. He indicated that they received the grant because the department does not meet the safety requirements from the State for wildland radios. The department also recently brought in other unanticipated funds equivalent to the grant money amount by providing standby coverage at movie sets. The combined amount of the grant and the standby work pays for all but \$200 of the wildland fire radios. Because the radios are not a previously budgeted item, approval must be provided by the City Council. The adjustment to the budget will come before the Council at a later date with a future budget amendment.

Councilor Adcock made a motion to approve the purchase of Fire Department Wildland Fire Radio Equipment. Councilor Hathaway seconded the motion.

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

The motion passed unanimously.

#### **CONVENE OF THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY BOARD MEETING**

Councilor Siddoway made a motion to convene a Board Meeting for the Santaquin City Community Development & Renewal Agency. Councilor Hathaway seconded the motion.

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

The motion passed unanimously.

The CDRA meeting began at 7:43 p.m.

Board Member Montoya made a motion to appoint Board Member Mecham as Temporary Chair of the Board for the purpose of this meeting. Board Member Hathaway seconded the motion.

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| Board Member Montoya  | Yes |
| Board Member Adcock   | Yes |
| Board Member Siddoway | Yes |
| Board Member Mecham   | Yes |
| Board Member Hathaway | Yes |

The motion passed unanimously.

#### **10. Discussion & Possible Action: Approval of the Purchase of the Sewer Lift Station for the Santaquin Peaks Subdivision**

Manager Beagley presented the proposed purchase of a sewer lift station for the Santaquin Peaks Subdivision which is currently in the design process. The lead time for the purchase of the lift station is 30 weeks. As such, it is proposed that the purchase of the lift station be approved at this time. Councilor Adcock inquired if there would be some kind of emergency backup during the 30-week waiting period. He also asked if the City has other pumps similar to the one being purchased and if it would be possible to use the wells at 420 West as a backup. Manager Beagley indicated that the lift station located at 420 W is not within proximity to use as a backup. He added that as there are no buildings or sewer flows at the site currently, there is no need for emergency backup at this time. He stated the City does not have pumps identical to the one being purchased, but the Public Works Department has adequate equipment for backup use if necessary. Councilor Hathaway asked if the City is comfortable purchasing a system that the City doesn't have experience with. Manager Beagley stated that extensive research has been done to make sure it's a system that will work for Santaquin Peaks and is maintained by the City.

Board Member Adcock made a motion to approve the Purchase of the Sewer Lift Station for the Santaquin Peaks Subdivision. Board member Siddoway seconded the motion.

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| Board Member Montoya  | Yes |
| Board Member Adcock   | Yes |
| Board Member Siddoway | Yes |
| Board Member Mecham   | Yes |
| Board Member Hathaway | Yes |

The motion passed unanimously.

**11. Discussion & Possible Action: Award of a Contract to Greenhalgh Construction for Subdivision Improvements for the Santaquin Peaks Subdivision Phases 1 & 2**

Manager Beagley presented the award of a contract to Greenhalgh Construction Company for the improvements in phases 1 & 2 of the Santaquin Peaks Industrial site. More specifically, the construction will include installation of subdivision improvements and the north road that will be installed this year and the southern road will be installed next year (2024). Board Chair Mecham pointed out that the whole of the Santaquin Peaks subdivision infrastructure is and has been self-funded. Board Member Montoya inquired if the process was similar to bid awards for the construction. Manager Beagley confirmed that the bid process for the project was the exact same as any other projects the City has bid on and completed.

Board Member Montoya made a motion to approve the Award of a Contract to Greenhalgh Construction for Subdivision Improvements for the Santaquin Peaks Subdivision Phases 1 & 2. Board Member Hathaway seconded the motion.

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| Board Member Montoya  | Yes |
| Board Member Adcock   | Yes |
| Board Member Siddoway | Yes |
| Board Member Mecham   | Yes |
| Board Member Hathaway | Yes |

The motion passed unanimously.

Board Member Montoya made a motion to end the Board Meeting for the Santaquin City Community Development & Renewal Agency and enter back into the Regular City Council Meeting. Board Member Hathaway seconded the motion.

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| Board Member Montoya  | Yes |
| Board Member Adcock   | Yes |
| Board Member Siddoway | Yes |
| Board Member Mecham   | Yes |
| Board Member Hathaway | Yes |

The motion passed unanimously.

The CDRA meeting ended at 7:53 p.m.

The Regular City Council Meeting reconvened at 7:53 p.m.

#### **REPORTS BY STAFF AND COUNCIL MEMBERS**

Assistant Manager Bond reviewed upcoming items on Development Review Committee and Planning Commission meetings.

Manager Beagley reviewed upcoming events and Council meetings. He invited Council members to a dedication ceremony for the new City Hall building on September 9<sup>th</sup>, 2023. He added that City offices will be closed on September 11<sup>th</sup>, 2023, to allow for employees to move to the new building. Manager Beagley discussed ongoing developments and projects in the City.

Councilor Montoya commended the Youth City Council for their work to support the Orchard Days events. She stated she received feedback that the parade was really long but otherwise received very positive comments. She thanked all of the City departments for contributing to the success of Orchard Days. She added that the Youth City Council is preparing for an election to appoint a new Youth Mayor. Councilor Montoya and Manager Beagley discussed how the Senior Citizen Center will be moved to the new building and when activities will resume.

Councilor Adcock reminded other Council members of the upcoming City Employee Family Dinner on August 21<sup>st</sup> at the park. He asked that Fire Chief Lind help train fire employees to work the sirens on the firetrucks and ambulances during the parade to help with the volume and pitch. He also asked how Veteran items will be moved to the new building.

Councilor Siddoway expressed his joy in attending the Orchard Days events and commented that the tournaments are better run every year. He suggested that there be better advertising for the Hometown Market.

Councilor Hathaway updated council members on local water board meetings. He commended the Public Works department, and everyone involved in donating and installing the new rodeo sign. He thanked all the staff and volunteers for the Orchard Days Rodeo and celebration.

Councilor Mecham echoed everyone's compliments and thoughts about the Orchard Days events.

#### **ADJOURNMENT**

Councilor Montoya made a motion to adjourn the meeting. Councilor Siddoway seconded the motion.

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

The motion passed unanimously.

The meeting adjourned at 8:09 p.m.

ATTEST:

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**Lynn Mecham, Mayor Pro Tem**

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**Amalie R. Ottley, City Recorder**

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