



CITY COUNCIL REGULAR MEETING

Tuesday, February 7, 2023 at 7:00 PM
Court Room/Council Chambers (2nd 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 Norm Beagley, Assistant City Manager Jason Bond, Finance Director Shannon Hoffman, Police Chief Rodney Hurst, Deputy Recorder Camille Moffat, Legal Counsel Brett Rich, Community Services Director John Bradley, Officer Bill Hooser, Library Director Jen Wagner.

Various members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

Councilor Hathaway led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Adcock offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No council members declared any conflicts of interest.

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

1. 01-17-2023 City Council Minutes
2. City Expenditures from 01/14/2023 to 02/03/2023 in the amount of \$1,060,401.90
3. Out of State Training (ICC Building Code Training) – Randy Spadafora
4. Resolution 02-01-2023 South Utah Valley Animal Shelter Board Appointment

Chief Hurst discussed with council the change in the Utah Valley Animal Shelter Board Appointment moving him to an alternate and adding Kayson Shepherd as the primary board member.

Councilor Mecham motioned to approve the Consent Agenda items 1 through 4. Councilor Siddoway seconded the motion.

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| Councilor Adcock | Yes |
| Councilor Hathaway | Yes |
| Councilor Mecham | Yes |

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| Councilor Montoya | Yes |
| Councilor Siddoway | Yes |

The vote was unanimously approved.

RECOGNITIONS

5. Employee of the Month – Hattie Rowbury

Community Services Director Bradley introduced the February Employee of the Month, Hattie Rowbury by reading the following statement:

“Hattie Rowbury is our February 2023 Employee of the Month. She joined Santaquin Community Services staff in 2020 as a program assistant in sports. Her great customer service skills and ability to work with technology led to her promotion as an Administrative Assistant to the Department Director. In January 2022, Hattie was promoted to full-time staff. Her abilities have assisted the department in developing the website, quarterly activity guides, sponsorship materials and most recently developing our first department phone app. Hattie is a team player and is quick to help everyone as needed in Recreation, Museum, Library and Senior Center.

Hattie grew up in Santaquin and after marrying her sweetheart, Adam, they moved back to Santaquin into the home she grew up in. She graduated from UCAS High School and then earned her bachelor’s degree in 2021 in Hospitality Management from UVU.

Hattie enjoys traveling with her husband, reading, and going on quiet walks. When asked about what she loves about her job, she stated she really enjoys the work environment, her co-workers, and the opportunity to interact with the community. She also enjoys learning new things through her job and meeting new people.

Thank you, Hattie, for being such a great team player and outstanding employee of Santaquin City. Your fellow staff members and this community value your service.”

Hattie thanked her husband for the support he provides to her as she works for the city and participates in community events. She stated she’s excited to apply new marketing training to her job and thanked the City Council for the Employee of the Month award.

6. 2022 “What Do You Love About Santaquin” Photo Contest Winner – Leah Watkins

Mayor Olson presented the “What Do You Love About Santaquin” Annual Photo Contest Winner to Leah Watkins. There was an average of 24 photo submissions each month to the photo contest and an overall 982 submissions showcasing the beautiful city of Santaquin by the end of the 2022. Many of the photos are used in local magazines and Chamber of Commerce newsletters distributed around the town. Photos are also used on the city’s website and social media sites. Leah was presented with a gift basket and a printed photo of her submission.

7. Nebo School District Citizens Academy Graduates – Bill Hooser

Officer Bill Hooser recognized 7 individuals from surrounding high schools who graduated from the City’s Citizens Academy Internship program offered through Nebo School District. These students learned

about criminal law, crime scene reconstruction, domestic violence and DUI crimes, firearms, records, evidence, building clearing, media relations, investigations, traffic accidents, traffic stops, and vehicle pursuits. They were also exposed to career paths associated with law enforcement such as victim advocacy, dispatch, and corrections. 2022 was the first year Officer Hooser had the opportunity to run the program. Kris Thomas with Nebo School District addressed the City Council thanking the Santaquin Police Department for giving the students in the district the opportunity to participate in the program.

8. Finance Director Recognition – Public Finance Administrator Certification

City Manager Beagley recognized Finance Director Shannon Hoffman by reading the following statement:

“Dear Mayor and Council Members,

I am very pleased to recognize our City’s Finance Director, Shannon Hoffman, for achieving a major milestone in her career development. Shannon recently earned the Certified Public Finance Administrator (CPFA) designation bestowed to her by the Association of Public Treasurers of The United States and Canada. This internationally recognized program is designed to elevate the level of knowledge of public finance and to enrich performance within the treasury management profession. To earn this designation, Shannon had to complete experience in the field, undertake educational training, complete a series of intensive competency examinations, and commit to continuing educational requirements in the field of public finance annually.

Considering all that Shannon has accomplished professionally during her first year as our City Finance Director, and considering all the above and beyond effort she has demonstrated during a period of significant transition of City staff, her personal investment of time and effort into ensuring her competency in her profession speaks to her character and commitment to Santaquin City.

In addition to ensuring the City’s finances are well managed and in trusted hands, this certification also improves the City’s position and ranking under the State of Utah’s Fraud Risk Assessment as well as provides benefit to the City during our annual financial audits.

Thank you, Shannon, for all of your hard work in earning this certification for yourself and for the benefit of Santaquin City. “

Director Hoffman thanked Manager Beagley and the Council for their support and their trust in her to do her job and for the ability she has to do the training to increase her knowledge and job skills.

PUBLIC FORUM

Justin Craig addressed the City Council regarding his participation in the Library Board and asked that the council take the library into consideration when reviewing the annual budget. He quoted residents in Santaquin that appreciate the library and the programs it has to offer for individuals and families. Many residents expressed their interest in going to the library for the positive experience it offers for people of all ages. Justin expressed his gratitude for being able to participate in the book club that the library offers.

Manager Beagley pointed out that the library is the most used amenity the City has to offer. He discussed the budget process and timeline. He thanked Library Director Jen Wagner for all the work she puts into the program. Mayor Olson also offered his thanks to the library and the gift that it is to Santaquin as a whole.

Councilor Montoya introduced members of the Youth City Council that were in attendance at the meeting. She also expressed her appreciation to Hattie Rowbury for her help with the Youth Council. Olivia Vincent spoke about many positive experiences she's had participating in the Youth City Council. She said that by working with the council, she has grown to love the city. Olivia also expressed her gratitude to Hattie for putting in so much work and time into experiences for the youth. Jamie and Jaron Broadbent expressed their gratitude for being able to make connections in the Youth City Council and around the city. They said they enjoy the positive environment the Youth City Council provides in activities and learning experiences like attending the legislative sessions at the capital building.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant Manager Bond presented the Building Permit & Business License Report. One new home has been built this calendar year. 52 building permits have been issued in the fiscal year. (July 2022 to June 2023.) And 9 new business licenses were issued in the last month.

NEW BUSINESS

9. Ordinance 02-01-2023 Moderate Income Housing General Plan Amendment

Assistant Manager Bond discussed updates to strategies to implement the Utah State required Moderate Income Housing General Plan.

Councilor Siddoway made a motion to adopt Ordinance 02-01-2023 Moderate Income Housing General Plan Amendment, including the addition of a fifth strategy. Councilor Mecham seconded the motion.

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

The vote was unanimously approved.

10. Ordinance 02-02-2023 Modification of Tot-Lot Requirements in Multiple-Unit Dwellings

Assistant Manager Bond presented a proposed amendment to City Code Title 10, Chapter 16, Section 060 allowing for language to have flexibility for amenities in Multiple-Unit Dwelling developments, specifically when a number of Tot-Lots are in the plans. Councilor Adcock observed that there has been a trend in codes changing to meet specific circumstances or developments. He expressed his concerns in adapting codes to meet the needs of individuals or developers. Mayor Olson spoke to the need for the city to change codes in order to encourage new businesses to come into town. Councilor Adcock stated that he agrees with the proposed code amendment and thinks that it's a great plan to allow for additional amenities in developments. Assistant Manager Bond pointed out that changes to amenities in plans will be on a case-by-case basis and will go before the Planning Commission for their consideration and/or approval. Councilor Siddoway brought up the idea of space limitations between amenities if they're combined, thinking that the original code was passed with the purpose of having Tot-Lots close to homes. Mayor Olson thought that by allowing different types of amenities in developments, more residents of all ages would enjoy the benefits of living in a development. Council members and staff discussed the process of adding or changing language in the code and what language might need to be

added. After considering the regulations in the code the council decided the proposed amendment was agreeable.

Councilor Adcock made a motion to adopt Ordinance 02-02-2023 Modification of Tot-Lot Requirements in Multiple-Unit Dwellings as written. 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 vote was unanimously approved.

11. Resolution 02-02-2023 Police Camera Agreement

Police Chief Hurst presented a proposed agreement for 15 cameras for officers and vehicles. Councilor Adcock expressed his appreciation to Chief Hurst for his research in cameras and finding what will work best for the police department. Councilor Hathaway inquired about the process of data storage for the new cameras versus the old. Chief Hurst and Manager Beagley pointed out that the cameras are considered in the current fiscal year budget already and are not an unanticipated expenditure. Chief Hurst and council members discussed the terms of the contract and data storage.

Councilor Mecham made a motion to approve Resolution 02-02-2023 for the Police Camera Agreement. 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 vote was unanimously approved.

Councilor Montoya asked Chief Hurst what it would take to install AED Units in all police vehicles citing a recent event where a life was saved using the device. Chief Hurst discussed the more common occurrence of saving lives with Narcan compared to AEDs and the difficulties of assessing where funds will be most valuable to the community. He estimated that it would cost \$30,000 to outfit all vehicles with AEDs. Councilor Montoya asked about discussing the potential of adding AED units slowly throughout the years. Manager Beagley pointed out the comparison of \$30,000 being applied to budget items, such as vehicles, versus other items that have to also be considered. Chief Hurst and council members discussed the difficult decisions that have to be made each budget year with limited funds available.

12. PUBLIC HEARING: Community Development & Renewal Agency Budget Amendment #1

Councilor Montoya made a motion to enter into a Community Development & Renewal Agency Board Meeting. Councilor Adcock seconded the motion.

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

The vote was unanimously approved.

Board Member Montoya made a motion to enter into a Public Hearing to address the Community Development Renewal Agency Budget Amendment #1. Board Member Adcock seconded the motion.

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

The vote was unanimously approved.

The Public Hearing opened at 8:05 p.m.

No members of the public wished to address the board.

Board Member Montoya made a motion to close the Public Hearing to address the Community Development Renewal Agency Budget Amendment #1. Board Member Siddoway seconded the motion.

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

The vote was unanimously approved.

The Public Hearing ended at 8:06 p.m.

13. Resolution 02-01-2023 CDA – Budget Amendment #1

Manager Beagley presented the Budget Amendment to the Board and Chair Members and explained that the amendment takes into account the sale of three parcels in the industrial zone that are currently under contract. The amount on the budget amendment is the summation of the funds for the sale of the three properties. He went on to say that the expenditure of the funds will fulfill contractual obligations to provide finished lots to the purchasers. Board Member Adcock inquired if the money would come in as a lump sum or over time. Manager Beagley explained that approximately half of the money has been received with the closing of the first property sale and the remaining money will come in at closing time with the other two properties.

Board Member Siddoway made a motion to approve the Community Development and Renewal Agency Budget Amendment #1. Board Member Mecham seconded the motion.

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

The vote was unanimously approved.

14. Discussion & Possible Action: Pipe Purchase

Manager Beagley clarified the pipe purchase and installation bids, and which company was the lowest of those bids. Some discussion was had regarding an error on the summary/cover sheet of the memo. Manager Beagley indicated that the final sheet of the bid tabulation is the correct sheet and shows the low bid correctly.

Board Member Montoya moved to approve the pipe purchase to the lowest bid. Board Member Siddoway seconded the motion.

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

The vote was unanimously approved.

15. Discussion & Possible Action: Award of Contract for Infrastructure Improvements

Manager Beagley and Mayor Olson spoke to the number of bids for the contract to complete infrastructure improvements for the Santaquin Peaks Industrial Park. Board Member Montoya and Manager Beagley discussed details of the recent bidding process.

Board Member Montoya moved to approve the award of the contract for infrastructure improvements in the Industrial Zone. Board Member Mecham seconded the motion.

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

The vote was unanimously approved.

Board Member Montoya motioned to end the Community Development and Renewal Agency Board Meeting. Board Member Hathaway seconded the motion.

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

The vote was unanimously approved.

The Community Development & Renewal Agency Board Meeting ended at 8:14 p.m.

RECONVENE OF THE REGULAR CITY COUNCIL MEETING

The Regular City Council Meeting reconvened at 8:15 p.m.

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

Assistant Manager Bond addressed items on upcoming Development Review Committee and Planning Commission meeting agendas.

Manager Beagley noted an upcoming Budget Planning Meeting with members of staff and council beginning the budget considerations for the upcoming Fiscal Year. Manager Beagley addressed the purchase of the pipes discussed in the CDRA Meeting stating they will be delivered shortly and the installation of such is anticipated to begin within approximately two weeks. Councilor Montoya and Adcock inquired if the pipe work being installed in the Industrial Zone will impact traffic on Summit Ridge Drive and Highway 6. They also asked if utilities in the neighboring homes will be impacted. Manager Beagley stated that traffic will be impacted as pipes are installed but trucks will still be required to follow the maximum number of axle requirements for the road. He indicated that construction will not reach Highway 6 but may increase traffic. A traffic control plan will be required by the city stating that one lane of traffic in each direction should be left open at all times. Manager Beagley also indicated that construction work should not affect utilities in the surrounding neighborhoods.

Manager Beagley spoke to the possibility of high water runoff from Santaquin Canyon this year and indicated that the city is doing all we can in order to mitigate high water within the city streams and reservoirs. Mayor Olson confirmed that the high water committee is doing everything in their capacity to notify residents of possible flooding, should it occur.

REPORTS BY MAYOR AND COUNCIL MEMBERS

Councilor Hathaway spoke about an upcoming Southern Utah Valley Municipal Water Association Board (SUVMWA) Meeting and a Mount Nebo Water Board Meeting.

Councilor Mecham inquired if sandbags will be available for residents in the event of high water or flooding. Manager Beagley confirmed that sandbags will be provided if and as needed. Councilor Siddoway echoed the concerns of Councilor Mecham regarding high water. He inquired about the flood

control structure at the mouth of the canyon. Manager Beagley discussed the final design process and timelines for flood control on the east bench. Councilor Adcock spoke about Summit Creek Irrigation ditches in the core areas of town, citing past experiences with flooding. Mayor Olson addressed the council member's concerns stating that it will be a top priority for the city and surrounding area to combat flooding this year and will keep a close eye on the water levels so that information may be provided to residents in a timely manner.

Councilor Montoya spoke about the recent activity for the Youth City Council where they went to the State Capitol and learned about legislative sessions. Councilor Montoya pointed out that the Library's Valentine's Day Fundraiser is now open. Councilor Montoya was excited to see the clock tower being installed on the new City Hall building. Manager Beagley updated the council members on the new city hall building's progress.

Mayor Olson addressed changes that he's making to city council member assignments and will provide that in a future council meeting. Mayor Olson also spoke about the time that he and Manager Beagley have spent with local legislators and at legislative sessions at the State Capital. Mayor Olson expressed his appreciation to council members and staff for all their hard work.

ADJOURNMENT

Councilor Mecham motioned to adjourn the meeting. 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 vote was unanimously approved.

The City Council Meeting was adjourned at 8:40 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder