

**Sunset City Corporation  
City Council Minutes  
April 4, 2017  
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Minutes of a regular meeting held April 4, 2017 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Macfarlane presiding.

**REGULAR SESSION**

**Mayor and Council Present:**

Beverly Macfarlane	Mayor
Chad Bangerter	Council Member
Ricky Carlson	Council Member
Norm Noyes	Council Member
Jake Peterson	Council Member
Scott Wiggill	Council Member

**City Employees Present:**

Susan R. Hale	Recorder
Linda J. Youngdell	Treasurer/Office Manager
Ken Eborn	Police Chief
Jason Monroe	Public Works Director
Anthony Bott	Interim Fire Chief

**Others Present:**

Wanema Butcher	Janet LuJan
Shirley Griffiths	Michael Love

The meeting was called to order at 6:30 p.m. by Mayor Macfarlane.

Council Member Carlson gave the invocation and led the Pledge of Allegiance.

**Public Comments:** Michael Love apologized for getting a little out of hand about the burn plant at the last Council meeting. He reported the street light on the west side of the park is on all night, but the light at the new restroom was brighter so he wondered if they even need the street light.

1. **Recognize Police Chief Ken Eborn for 30 years of service with Sunset City:** Mayor Macfarlane recognized Chief Eborn for his 30 years of service and said Sunset is fortunate to have him. She thanked him for all the hard work he does as Chief and for all his years of service. She mentioned he is highly respected throughout Davis County. She presented him with a check and he was congratulated by the Council.

Council Member Bangerter mentioned plaques used to be given for this kind of achievement and would like to have that started up again.

2. **Resolution 2017-06 approving the Interlocal Agreement with Davis County for dispatch services:** Recorder Hale explained this agreement is exactly the same as the last agreement that is now expired and the fees are a little lower than it has been in the past.

Council Member Wiggill made a motion to approve Resolution 2017-06 approving the interlocal agreement with Davis County for dispatch services. Council Member Bangerter seconded the motion. The motion passed unanimously with a roll call vote: Council Member Bangerter – yes, Council Member Noyes – yes, Council Member Wiggill – yes, Council Member Carlson – yes, Council Member Peterson – yes.

Mayor Macfarlane asked to have copies of the resolutions at the door so the residents are able to read them.

3. **Discuss Commercial business signs:** Council Member Bangerter explained there is a manufacturing business in the Winegar's complex that does not have a sign stating their business name or address. He is concerned that emergency services would not be able to find their business if they were called. The City Ordinances do not require a business to have a sign. He would like to have the business ordinance amended to include requiring businesses to have those signs for emergency purposes. Mayor Macfarlane asked if the Planning Commissioners couldn't require it as a condition of the business, but was told not all businesses are conditional use. Council Member Bangerter also said he would rather it be in ordinance for all businesses. Council Member Wiggill knows Layton City requires businesses to have signs with certain regulations and he believes it would be good for Sunset to have an ordinance, also. Council Member Carlson suggested only requiring address numbers because perhaps some businesses wouldn't want to be identified because they may not be open to the public. Council Member Bangerter asked for the okay to review this and the Council Members gave their approval to move forward.
4. **Mayor, Council and Department Head reports:** Council Members Bangerter, Carlson and Noyes had no report.

Council Member Peterson thanked Police Chief Eborn for his service and asked what kind of police cars the City had back then. Chief Eborn replied his first car was a 1984 Dodge Diplomat with 100,000 miles on it.

Council Member Wiggill commended Chief Eborn for a great job. He was working for the Police Department when Chief Eborn started and had a great time working with him. His car was a Grand Fury III and Chief Eborn's Diplomat was an upgrade. He read a text he received today that explained one of Sunset's firefighters, James Walker, was on his way home from his shift when he noticed a car that was awkwardly stopped in the middle of 600 North in Clearfield. He stopped and the man was having a seizure. The doors were locked so he broke the window, extracted the man, called 911 and provided aid until Clearfield's ambulance responded. A couple of hours later Mr. Walker went to the hospital to see if the man was okay. This is an example of the service Sunset firefighters provide and Mr. Walker will be recognized for it.

Police Chief Eborn thanked everyone for the recognition and said the time went by quick. He used to look at Council Member Noyes and hope he could someday know this City's history as well as he does. He knows a lot now, but still doesn't think he knows as much as

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Council Member Noyes does. Council Member Noyes said the first truck he drove was a 1960 with three-on-the-tree and no power steering.

Treasurer/Office Manager Youngdell advised the next Planning Commission meeting will be next Wednesday, April 12<sup>th</sup>. Appearing before them on that day is a conditional use request for a multi-use development on the property between TNT Copper and the old pawn shop on Main Street. Mayor Macfarlane said any of the Department Heads or Council who might want some input on the use should attend the meeting.

Interim Fire Chief Bott said the first fire vehicle he drove here was a 1974 American La France. A few years ago Sunset sold it to Perry City, about a year ago he saw it was for sale in Mona and two weeks ago he saw it at someone's house in Farmington. He reported the Easter Egg Hunt will be on Saturday, April 15<sup>th</sup> at 10:00 a.m. If anyone wants to see the status of the ambulance, they can go to [firetrucksunlimited.com](http://firetrucksunlimited.com) and click on work in progress. All they have now are pictures of the old ambulance and of the new chassis, but they will update the pictures as they do the work. The Fire Department has been slammed since they took that ambulance out of service. Within the last week they have had two days where they received three calls all at once. So far they have been on 30 more calls than last year at this time.

Public Works Director Monroe mentioned the restrooms have not had their final walk through yet, but once they are complete they'll set the timers on the lights so they're not on all night. The employees have been cleaning the parks up and spraying for weeds. The shop yard is open this month for residents to bring yard debris during the days until 5:00 p.m. and on Saturdays by appointment between 8:00 a.m. and noon. The dumpsters are reserved out until June so far. They are dropped off on Monday and picked up on Thursday or dropped off on Thursday and picked up on Monday. Shortening the time the dumpsters are left at a location was discussed, but it would cost more for more traveling to and from the landfill and more in landfill fees.

Mayor Macfarlane attended the Wasatch Integrated Operations Committee meeting on the 29<sup>th</sup>. With the burn plant closure, they talked about the layoffs and some of the retraining being done for the employees who are being transferred into other departments. They discussed different options for dealing with the burn plant building. Along with Council Member Carlson, she will be leaving tomorrow for the Utah League of Cities and Towns Conference in St. George. She cancelled her trip to Las Vegas with EDCUtah as she and Council Member Bangerter felt it was unnecessary at this time. She called Scott Harbertson of EDCUtah to see if they were going to generate some information to be distributed for Sunset, but he hasn't gotten back with her yet. They have been paid \$1,500 and she doesn't want to go a whole year without getting something for the money. The Council and Department Heads will be reviewing next year's budget this evening. She stated her appreciation for the hard work they and Recorder Hale have put in on the budget. She also thanked the Council Members for working with their Department Heads on it. She thanked Chief Eborn again for his 30 years and all he has done for Sunset.

Council Member Carlson made a motion to go into the work session after a short break. Council Member Bangarter seconded the motion. The motion passed unanimously with Council Members Bangarter, Carlson, Noyes, Peterson and Wiggill voting yes.

**WORK SESSION - To discuss the fiscal year 2018 budget requests:**

For the General Fund revenues, Recorder Hale explained the more notable changes, such as the sales and use tax decrease of about \$20,000, the over-estimated Local County Option Highway Transit tax revenue of approximately \$11,000 and the \$9,000 increase in interest earned for an overall decrease in revenue from the 2017 budget of about \$24,000. On General Fund expenses of the Mayor and Council department, she reported an increase of \$10,000 for the Election and an increase in their training line so three of them can attend one ULCT conference and the other three can attend the other one.

Court Supervisor Arbogast stated Judge Brower is asking for a \$2,000 increase in his salary, which is not shown. She explained every year the Administrative Office of the Courts determines what salary range a Judge should be paid in based on the previous year's case load calculation. Sunset Court's case load was a little higher this past year so it bumped up the Judge's salary range. He was hired on January 1<sup>st</sup> and was given a specific salary. Mayor Macfarlane believes he deserves a \$2,000 increase based on his work over the last three months. Supervisor Arbogast went on with the other budget requests which consisted of an increase of \$100 for rule books, \$900 for a computer with installation and \$1,500 to pay for a substitute Judge for 5 court sessions, if needed. Over all her budget is down about \$7,000 from their FY17 budget.

Treasurer/Office Manager Youngdell advised the medical and dental insurance has increased 5.9%, which is really good considering some are going up 40%. When they see an increase in wage and decrease in insurance for a department is it because more employees are opting out of the insurance and taking the additional wage. There are currently 5 employees who have opted out of the insurance, 5 who are on the single plan, 4 on the double plan and 5 on the family plan. There is no increase in retirement this year. She outlined the changes in the General portion of the Administration budget for this year; addition of a vacation cash out line item for \$3,750 in case it is funded again for this year, \$500 to add ½ the cost of Building Permit training for Recorder Hale, the deletion of \$600 for meeting minute transcription and inclusion of \$500 for ½ the cost of a computer. The other half of the ½ items is in the Utility Fund. Since Administration and Court are each asking for computers, they may get a break on installation costs.

Recorder Hale advised the Planning & Zoning and Building Inspection budgets are the same as FY17. During the Non-Departmental budget portion there was a question about the FY16 actual cost in Books/Subscriptions/Memberships being \$941 and the budget for FY17 and FY18 being \$2,200. Recorder Hale will look into it and see why that is. Police Chief Eborn stated the \$1,000 in yard care for vacant homes has never been used and with the liability issues, it may be good to cut. After Department Heads agreed they could go another year without a new iPad, it was decided to cut the 5 iPad upgrades for the Department Heads, to 2 iPads to replace a

damaged/lost/stolen iPad, if that happens. Since there were changes in the Court, they discussed if the Court Supervisor should have an iPad and Supervisor Arbogast said she did not need one. Chief Eborn went over the changes in the Police Department Budget. The \$760 survivor benefit he told them about in a prior meeting was added. There was a \$10,000 increase to supplies due to the body cam program that had been budgeted in capital outlay for FY17. Capital outlay includes the one-time fee of \$2,672 for unlimited licenses for the Spillman program and \$6,200 for two radios. \$41,000 is in the budget to purchase a new police vehicle with radio and equipment that will replace a 2008 Dodge Charger. The total Police Department's budget request is only \$1,000 more than FY17. He was asked if the training and travel increase of last year was working and it is.

Interim Chief Bott began by asking if the EMS and Fire wages could be combined into one line item instead of in both departments. Combining the entire Fire and EMS budgets was discussed and Recorder Hale will find out if there is any legal reason it cannot be done. The total increase in the budget is to allow the firefighters to go part-time and increase their wages. \$12,720 was included for the first payment for the cab & chassis rebuilt ambulance if they finance the remaining half of it. The unlimited licenses cost for the Spillman program of \$4,135 was added. When Int. Chief Bott was reminded he had said the payment for the ambulance would be taken out of the \$40,000 normally transferred into the Fire/EMS Vehicle Capital Project Fund, he stated he had forgotten about that so the \$40,000 transfer was changed to \$27,280.

Director Monroe gave the highlights of the General Fund Public Works and Class C budgets. In Streets, wages are down from FY17 due to Mr. Dickson retiring. He added an expenditure line for the Local County Option Hwy/Transit tax funds (Prop 1) with the amount being \$48,000 to keep track of the expenditures using the expected Local County Option Hwy/Transit tax revenue because what it can be spent on is mandated by State law. He plans to use the money as follows: \$15,000 for 2 sets of crosswalk lights, \$20,000 for additional work on 1300 North and \$13,000 for other road maintenance items that were not previously planned for. \$185,000 was put in to cover the resurfacing of 1300 North. He has applied for an \$80,000 CDBG grant and, if approved, he will use that to redo all the handicap ramps along 1300 North not previously redone. \$20,000 was added for ½ the cost of a Ventrac tractor with attachments. In Buildings and Grounds, there is \$36,000 for the Sunset Room carpet, blinds & paint and for the stairs to the bridge. When asked to list the priority of those items, it was determined #1 is the stairs, #2 is blinds, #3 is carpet and #4 is paint. Also included is \$90,000 estimate to construct the sally port enclosure. During discussion, it was said it probably would not be funded in this budget year. City Shops is the same as FY17. The Parks department capital outlay includes \$1,000 for replacing the BBQ grills at all 3 parks, \$5,000 for picnic tables, \$3,000 for soccer field rehab at Rachael Runyan Memorial Park and \$5,000 for some repair to the walking tracks. \$20,000 was added for the other half of the Ventrac tractor with attachments. The recreation budget was almost the same and it was decided to reduce the Senior Citizen Program by \$1,000.

The General Fund budgeted expenditures are \$873,000 more than revenues. Increasing property taxes was suggested. Due to being a small City, it would require a 108% increase in property tax, which is \$171 a year or \$14.25 per month for a home valued at \$130,000 just to cover the additional \$271,310 for the Fire and EMS Departments to go part-time. It is already known there

will be a \$3.00 per month increase in sewer fees. The property tax increase does not include the new fire station and equipment the Fire Department will need. During discussion it was said the problem with needing to put more money into the Fire Department means the street repairs are pushed aside time after time until the roads fail like 1300 North has done. The reality is, if they are serious about building a fire station and doing things right the 108% increase is not near enough. The residents were not happy about the last increase of about 30%.

Recorder Hale explained the utility revenues were estimates based on last year and she will review them closer. Treasurer/Office Manager Youngdell said the utility portion of Administration contains the addition of a vacation cash out line item for \$4,210, \$500 to add ½ the cost of Building Permit training, the deletion of \$600 for meeting minute transcription and inclusion of \$500 for ½ the cost of a computer. Recorder Hale mentioned she put \$5,000 into non-departmental in both the general and utility funds to transfer into the Retirement Insurance Fund to save for future retired employees. Utility non-departmental also contains the other half of the 2 iPads the Council decided on.

Director Monroe stated wages have been shifted between the different departments in the utility fund to better budget for the cost of each utility. The water department contains \$22,000 for water meter replacements. Right now 65 meters are being hand read because they are not working correctly, so they need to be replaced. \$6,000 was put in for a tilt-trailer for the Mini X, so they can transport it better. \$8,000 was put in to replace or repair the water system's line valves when they won't shut off. After some discussion on the importance of the water meters it was decided to increase that line item to \$35,000 to cover the year. The meters have a 10-year life span and it is time to begin replacing the first radio read meters that were installed. The sewer department has added wage line items as part of the wage shift in the Utility Fund, the North Davis Sewer District \$3 per month per residence increase and \$2,500 has been put in capital outlay for a sewer hose. Recorder Hale explained the Wasatch Integrated Waste Management line in the Garbage department looks like it has increased because she believes it was budgeted too low for FY17. Council Member Carlson mentioned regular recycling may be discontinued due to the way Wasatch Integrated is separating the garbage now and with the Econo Waste contract expiring on June 30<sup>th</sup>, he believes they should do an RFP for solid waste removal. Director Monroe stated the Building and Grounds department is lower than FY17 and it was noted the retirement figure is wrong so that will be changed. The full-time wages in City Shops will also need to be checked out. Full-time salaries were added to Storm Water and it also includes \$78,400 for a project to add two storm water inlets to the east side of 450 West at 2250 North and 2200 North. He has applied for a grant and, if approved, it would pay for about half of it and the other half would not be spent. There are flooding issues for about six properties along the west side of 450 North. \$60,000 is budgeted in the Class C Road Fund to help with the 1300 North project.

Recorder Hale will check on the Dispatch Fee Fund. Council Member Wiggill get with Allyson Jackson about the Emergency Preparedness Fund. Chief Eborn explained the Liquor Control Fund receives money from the State that has to be spent on alcohol related enforcement. He plans to give DUI shifts to the officers and purchase breath testing device mouth pieces and similar items. He has budgeted to spend \$1,500 from the DARE Fund, which is funded by

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donations and no City money. This year all three Elementary Schools could not contribute the time required for the DARE classes, so they were not held. He expects that to continue so he will be using the money for similar things like purchasing pedestrian safety pamphlets written on a grade school level to put in the bags they give the students during Lunch with the Mayor. It will continue to be spent on youth safety. Council Member Peterson will talk with the Youth City Council Advisors to review the Youth City Council budget. In the Miscellaneous Grants Fund, Int. Chief Bott explained \$131,020 is the AFG grant he applied for to replace their radio communication system and mobile devices and the \$6,695 is the Fire Department's 5% match that would be transferred in from their general fund budget if the grant is awarded. The Fire Department Fund Raising Fund is status quo at \$1,000 to receive and spend. Nothing is budgeted in the Arts Fund at this time. The Retirement Fund shows the \$5,000 each from the Utility and General Funds to be saved for future employee retirements.

Another work meeting will be held after the next regular session to review the cuts made tonight. It was mentioned the sally port can be cut because it looks like it won't go through this year. The FY17 budget amendments will be reviewed in May.

Council Member Carlson made a motion to go back into the regular session. Council Member Bangerter seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peterson and Wiggill voting yes.

Council Member Bangerter made a motion to adjourn. Council Member Wiggill seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peterson and Wiggill voting yes.

The meeting adjourned at 9:55 p.m.

Approved – April 18, 2017

/s/Beverly K. Macfarlane, Mayor

/s/Susan R. Hale, Recorder