

Sunset City Corporation
City Council Minutes
June 5, 2012
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Minutes of a work meeting held June 5, 2012 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Bangerter presiding.

Mayor and Council Present:

Chad Bangerter	Mayor
Brent Andrews	Council Member
Ricky Carlson	Council Member
Ryan Furniss	Council Member
Jake Peterson	Council Member
Kevin Snow	Council Member

City Employees Present:

Susan R. Hale	Recorder
Neil Coker	Fire Chief

Others Present:

Clarence Kemp	Forsgren Associates, Inc.
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The meeting was called to order at 5:45 p.m. by Mayor Bangerter.

WORK SESSION

- 1. Discuss appointment of Public Works Director:** Mayor Bangerter stated this position was opened in house and he received four applications. He believes the most qualified of the four was the Asst. Public Works Director, Norm Noyes. Mr. Noyes has been the interim Director for the past six weeks and Mayor Bangerter has been very impressed with his ability to organize and look toward some grants. He asked for the Council Members' opinions.

Council Member Carlson asked what Mr. Noyes' goals were to further his education for the position. Mayor Bangerter explained he is trying to reorganize the Department and prepare the employees' to be able to move up via certifications and implement pay scale graduations. Mayor Bangerter has not talked to Mr. Noyes' about his education. He will be on a six month probation. Wasatch Front Regional has \$6-8 million a year in grants to divvy out for roads, etc. Sunset has not applied for any of that in years, so Mr. Noyes is looking into it.

Council Member Furniss expressed his disappointment that agenda item number two has to take place because he would prefer the inspections be conducted in house like they had with the previous Public Works Director. He toyed with the idea of bringing someone in from the outside, but Mr. Noyes knows the history of the infrastructure, which is invaluable and he has also been impressed with the way Mr. Noyes has stepped up. He supports Mr. Noyes becoming the Public Works Director. Mayor Bangerter said Mr. Noyes realizes his time served and his knowledge is why he is being considered for the position. He has what it takes to become the Director. Council Member Furniss said he likes the career latter idea.

Council Member Peterson said he has worked with Mr. Noyes and he supports his becoming the Director. Council Member Snow commented Mr. Noyes is a good fit and has also noticed improvement.

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The Mayor and Council discussed the compensation increase to appoint Mr. Noyes as the Public Works Director. The position was advertised with a maximum of \$72,000, but after discussing it the Council decided to increase Mr. Noyes' salary to about \$77,000. If he does not work out at the end of his six-month probation he will be returned to his previous salary.

2. **Discuss proposals received regarding building inspections and plan reviews:** Mayor Bangerter said they received three proposals; from Clearfield City, Sunrise Engineering out of Draper and Forsgren Associates out of Salt Lake City. Clearfield would charge \$47 per hour for inspections and for the plan reviews 20% to 65% of the building permit fee, depending on type and value. Sunrise Engineering would charge \$55 per hour for building inspections and did not have a quote for plan reviews. Forsgren Associates would charge \$70 per hour for inspections and \$78 per hour for plan reviews. After discussion, the Council believed Clearfield City's proposal was the best.

3. **Discuss policy on use of City vehicles:** Mayor Bangerter said this came up because Norm Noyes asked what it was. Sunset's policy does not allow personal use of City equipment, but it does not specify vehicles. He received policies from other cities and believes they need to put a specific policy in place for vehicles. He has been informed that past Mayors have told certain people what they could do with the vehicles, such as personal use. He clarified that police and fire would be excluded from the policy because they are used 24 hours for emergencies. One idea he received was to define in the Public Works Director's job description that the position has the use of a City vehicle and describes what it can be used for. Because Treasurer/Office Manager Youngdell uses her personal vehicle to conduct City business, he was afraid he was going to find in the City's policy that Department Heads receive a City vehicle, but it's not in there. She receives mileage reimbursement for using her vehicle. He would like direction from the Council whether or not they want the use of a City vehicle put into the job descriptions and explained what can and cannot be done with City vehicles in the policy. After discussing it, the Council decided to put the use of a City vehicle into the Public Works Director's job description. Mayor Bangerter will draft a description outlining the uses and get it to the Council for their review. Then it will go before the City Attorney.

Council Member Furniss made a motion to adjourn. Council Member Snow seconded the motion. The motion passed unanimously.

The meeting adjourned at 6:30 p.m.

These minutes have been read and approved at the regular City Council meeting held **June 19, 2012.**

Chad Bangerter, Mayor

Susan R. Hale, Recorder