

**Sunset City Corporation  
City Council Minutes  
June 21, 2016  
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Minutes of a work meeting held June 21, 2016 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Macfarlane presiding.

**WORK SESSION**

**Mayor and Council Present:**

Beverly Macfarlane	Mayor
Chad Bangerter	Council Member
Ricky Carlson	Council Member
Norm Noyes	Council Member
Trystal Peay	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
Christina Arbogast	Court Clerk
Duane Arbogast	Police Officer
Anthony Archuletta	Police Officer

The meeting was called to order at 5:30 p.m. by Mayor Macfarlane.

- 1. Discuss Sunset City employee's health and dental insurance waiver:** Mayor Macfarlane read the current waiver policy, which states any full-time employee eligible for medical and dental insurance may select to have either \$320 per month placed into an annuity or receive \$320 additional wage on the first pay period of each month in lieu of medical and dental insurance. She asked for discussion.

Council Member Bangerter advised this \$320 has been in place a few years and it's not as enticing any longer. They discussed increasing the amount to 37.5% which would be \$228 for those eligible for the single family plan, \$440 for the double and \$600 for the family plan. Right now only four employees are on this waiver. The benefit of this is not paying approximately \$1,500 per month for a family plan insurance premium and so on.

Recorder Hale explained she had already thought one employee was going to switch from the waiver to full family insurance, so that is already in the budget. Therefore, the budget would not need to be increased in order to increase the waiver amount as discussed for the four employees currently receiving the waiver. After much discussion it was decided to set the actual amounts mentioned above instead of the percentage so it would not automatically increase when the insurance rates increase. That way the Council would keep more control over it. This is a win/win because the City saves money and the employee gets extra money.

- 2. Discuss Sunset City Policies and Procedures regarding vacation cash out:** The current policy allows employees to apply to cash out 50% of their accumulated vacation hours with a

maximum of 100 hours. Mayor Macfarlane said her issue with this policy is what it could mean for the overall budget. There have been no cash outs for quite a while. The employees lose any vacation hours over 480 at the end of each calendar year. She likes that, but has an issue with the cash out policy.

Council Member Noyes gave the example that if a Police Officer is on vacation, another Officer has to work the shift and therefore gain overtime or comp time. If they take comp time sometimes it is hard to use all the time they have accumulated. This was part of the reason the policy was implemented. He believes if they're not going to fund it they shouldn't have the policy. Maybe they could change the policy to grant only up to 40 hours every two years or something like that, so it would be easier to fund. Council Member Wiggill suggested creating a line item they could put money into each year to fund the policy and if it wasn't used it would carry over to the next year, etc. This way it would not fall to the Department Heads to budget for it. Council Member Carlson mentioned lowering the maximum vacation accrual to 240 hours and perhaps implementing an automatic payout each year. Treasurer/Office Manager Youngdell explained the reason the vacation accumulation maximum is 480 hours is because the City does not offer short term insurance and long-term insurance does not begin until after 480 hours. This offers employees the opportunity to save vacation time to use in that event. After more discussion, it was decided to find out how much 40 hours per year and 100 hours per year for every employee would cost to fund and then they could talk more about it a later time.

- 3. Discuss possible purchase of property at approximately 1800 North 250 West:** Due to the lateness of the meeting, it was decided not to discuss this item until a future time.

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

The work session adjourned at 6:25 p.m.

Approved – July 5, 2016

/s/Beverly K. Macfarlane, Mayor

/s/Susan R. Hale, Recorder