

Minutes of a regular meeting held September 2, 2014 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Pro-Tempore Snow presiding.

5:30 WORK SESSION

Mayor and Council Present:

Kevin Snow	Mayor Pro-Tempore
Ryan Furniss	Council Member
Trystal Peay	Council Member
Jake Peterson	Council Member

City Employees Present:

Susan R. Hale	Recorder
Linda J. Youngdell	Treasurer/Office Manager
Ken Eborn	Police Chief
Breen Lowman	Fire Chief
Norm Noyes	Public Works Director

Excused:

Beverly Macfarlane	Mayor
Chris Hadley	Council Member

- 1. 30 minutes – Fire Dept. restructuring, interviewing process and Chief’s truck markings:** Fire Chief Lowman asked to be excused after this item and it was approved. He understood there were some questions about the proposal he made at an earlier meeting regarding restructuring the Fire Department. He reported the total Fire/EMS salary budget was \$103,000 last year, but approximately \$97,000 was used. The salary budget for FY15 is a little higher, but that is due to the raises and bonuses granted by the Council. He explained it is a little difficult to man the Fire Station with volunteers, so he began looking at ways to more effectively manage the Fire Department. It is his responsibility to man the station and he wanted to fill the shifts, give the fire fighters opportunities to advance and change the internal and external perception of the Fire Department being just volunteers. After much thought and research, he came up with manning the station with eight part-time fire fighters working 24 hour shifts. This would not change the volunteer status of the Department, but would only change how some of the fire fighters are paid and how they fill their shifts. Four of the eight positions will be lead positions and four will be general positions. The Lead positions would be required to have Fire Fighter I and II, Hazmat Operations & Awareness and be EMT Advanced Certified and be paid \$500 per month. The General positions would have Fire Fighter I, Hazmat Awareness and EMT Basic and be paid \$400-\$450 per month. This would total \$45,600. The 26 other firefighters would still fill the 6 hour shifts and be paid a maximum of \$15.30 per shift like they are doing currently at \$20,563.20 per year. The total including the Chief’s and Asst. Chief’s salaries would be \$90,094.64. That would leave \$6,900 for call back wages. Currently, two firefighters are on shift. When a fire call comes in everyone is paged out and those who can make it in are paid an hourly wage. He plans to manage the call backs so that as soon as four firefighters arrive at the station, a page will be sent out turning back around the rest who have not arrived yet. The four arrivals plus the two

manning the station puts four on the fire truck and two left manning the second ambulance if another call comes in. The Station averages only one or two multi-vehicle responses a month, such as for one fire engine and one ambulance or two fire engines. They would also section the firefighters into companies and only page certain companies at certain times. If not enough firefighters respond with that page, then an all-page would go out. Due to the mutual aid agreement, other agencies are also on their way so the call is fully covered. Right now trainings are held twice a week; Mondays at 11:30 a.m. and Thursdays at 6:30 p.m. at two to three hours and the attendees are paid a flat \$5.00 per training. Now that part-time firefighters are present, the on-shift training requirement will be higher. They would then only have the larger group trainings once or twice per month. The on-shift trainings would not be paid; they would just be part of their responsibilities while on shift. The part-time firefighters could be given more responsibility because now it's more of a job to them, not just volunteering. They could help with such things as business inspections and more training. There would be more continuity in the Station with 24 hour shifts. They would be required to work one 24-hour shift per week for seven weeks in a row, then have one week with no shift. That equals about \$125.00 per shift, which is still very low and keeps them well under part time hours. It gives him the opportunity to manage the Department a little better and gives them all the opportunity to progress as a Fire Department.

Council Member Peterson asked how they would know there will be someone there every day. Chief Lowman replied they do the schedules about a half month in advance, so they have time to prepare.

Council Member Furniss tried to look at it from the firefighter's prospective with only two part-time firefighters at the Station and only part of the firefighters being called out according to company. He believes the response of all the firefighters whenever a call comes in is what keeps the firefighters' desire to be there, so he is concerned when not all of them are getting paged. Prior to making the proposal, Chief Lowman discussed it with the firefighters, saying he was open to suggestions and he made it clear it would only be for a one-year trial period. The firefighters were very accepting of the proposal. They average about 40 calls a month and some seem to hit the good calls and some don't.

Council Member Peterson asked for clarification on the structure. Chief Lowman said one of the eight 24-hour shift part-time firefighters and one of the 26 six-hour shift volunteer firefighters would man the station. When a call comes in two of the four companies would be called out and the first four arrivals would be paid the call back wage and the others would be turned around. There would be eight firefighters per company.

Council Member Furniss said not paying them for training raises a red flag. Chief Lowman said they will require more training while they are on shift being paid either as the part-time or volunteer firefighter. When discussed with the firefighters, one firefighter had a question about it, but the rest approved it.

Mayor Pro-Tempore Snow said it looks top heavy to him, with not much incentive for the 26 firefighters who are still volunteers and believes the Thursday night trainings build

comradery. He also asked what if a firefighter cannot make the one group training per month. Chief Lowman replied the requirements would now be quarterly instead of monthly, with attending two out of the three trainings required per quarter. There are also other times and options for them to make up the training missed. Due to the structure of the volunteer department, almost 100% of the firefighters work another job and their paying job always comes before their volunteer job. This way eight positions will not be just volunteer positions; they will be a part-time job helping the firefighters make a car or house payment. The other 26 firefighters will still be able to fill their roles exactly like they do now.

Council Member Furniss recapped the progress of the Fire Department since he has become a Council Member. When he was elected, it was all call out only with no one manning the station. Prior Chief Coker proposed manning the station with six-hour shifts so they could get an ambulance. He said he had buy-in from the firefighters and would not have any problem filling the shifts. A lot of the firefighters who committed to that are now gone on to better things. Now there is this proposal with firefighter buy-in and he questioned just how much buy-in there really is. He believes in another year or two the Fire Department will be asking to go full time. Chief Lowman said he has been asked about this several times. In the current configuration as a City and Fire Department, he cannot foresee how they can go full-time. That does not mean the possibility doesn't exist. Some things he is reluctant to cover because they are sensitive to some people, but there are a couple of ways to have a full-time Fire Department. One is joining a District, which the firefighters and others are extremely against. The second is if they were able to gain a large tax base through MIDA and a larger response area through the West Side Development. How they get the Fire Department to work is by getting buy-in from the firefighters. Without it, this or any other proposal will not work. Council Member Furniss requested a copy of the spreadsheet to review.

Chief Lowman asked about the concerns regarding marking the Chief's vehicle. Council Member Furniss said it has to be marked. Chief Lowman stated he intends to put the Fire Department patch on the rear quarter panel on both sides of the vehicle and the current "4x4" sticker will be replaced with his call sign "101". Council Member Furniss asked why there is no light bar on the outside. Chief Lowman said the standard for Davis Chiefs is internal lighting because they are allowed to personally use their Chiefs vehicles if they are within the local area and can respond on a call.

On the previous item, Chief Lowman asked for direction. He stated he received permission by Mayor Macfarlane to go forward with the restructure proposal, but it is important to him to receive buy-in from the Council. He feels it would be good for the Department to move forward. Mayor Pro-Tempore Snow believes he should send out the spreadsheet and put the proposal on the next Council agenda for approval. Council Member Peay does not believe it requires approval as long as he stays within his budget, so Mayor Pro-Tem Snow said in that case they could just give their concurrence at the next meeting. Council Member Peterson said he has more questions so he would like time to review it.

- 2. 30 minutes – Update on 300 West CDBG project:** Scott Nelson, CEC Engineering and City Engineer, reported the CDBG project bid was awarded on April 16, 2014. The contract

allowed for September 19, 2014 to be the project completion date. The contractor had other projects he had to finish and didn't start the 300 West project until June 25, 2014. As the project has progressed, the water testing has made it go slow. The process is to shock the line and do a high level bacteriological test that goes for 24 hours. Shortly thereafter they flush the line and do a clear water test. Also during that time they pressure test the line. Following those tests they do two bacteriological tests where they take one sample and 24 hours later they take the second sample. They have been doing this test through the month of August and keep getting failure after failure on the bacteria test. He will not allow them to go forward until the test is clean. He, his inspector, Public Works Director Noyes and the contractor took the samples at different times so it was not taken by the same person the same way every time. The contractor chlorinated the line on Friday, flushed it out on Monday and today. Tomorrow samples will be taken and in 24 hours they will know if it passed or not. If it does, the contractor has assured them, he will bring in several crews and begin taking the individual lateral lines off the old one line and putting them onto the new one. The project is behind schedule, but he legally has until September 23rd before he goes into a delay charge for being late. They began removing curb and gutter today and hope to install new within the next two weeks. The paving will follow and then the sidewalks will be done. When asked when he believes the project will actually be done, Mr. Nelson replied it depends if the project goes smoothly from here out or if there are other delays such as weather, etc. however, he does not believe it will be by the due date. The City can hire another company after the contract terminates, but he advised against that because the project would then be delayed by a few more months.

Council Member Furniss asked why they haven't tried a different lab because there can be problems with a lab. Mr. Nelson replied Weber Basin Water Conservancy District does dozens and dozens of tests a day for all the communities in the area. Council Member Furniss said there is always a severability clause in any contract so that is not off the table in his mind. If he's not getting the job done, maybe it's time to do something. After going down there and listening to some of the residents, he would not doubt if something did get in the pipe. He asked Mr. Nelson what he recommends the City do when the contractor goes over the deadline. Mr. Nelson recommended the contractor continue to do the work until the 23rd, see what is done and make a decision then. Most contractors will go over the dead line from time to time. If the test passes and he brings in extra crews he may make up the time. Council Member Peterson said he has worked on several of these projects and the residents usually are inconvenienced more than they wanted to be and things do go wrong. His opinion is to go with Mr. Nelson's recommendation. Mayor Pro-Tem Snow said there is a check request from Braker Construction on the agenda and asked Mr. Nelson if they should approve it or not. Mr. Nelson feels they should pay it because they withhold 5% of the pay request until the work is done and he did get the pipe installed. They won't be paying for anything that is not already in the ground.

Council Member Peterson made a motion to adjourn the work session and enter the regular session. Council Member Furniss seconded the motion. The motion passed unanimously.

6:30 REGULAR SESSION

Mayor and Council Present:

Kevin Snow	Mayor Pro-Tempore
Ryan Furniss	Council Member
Trystal Peay	Council Member
Jake Peterson	Council Member

City Employees Present:

Susan R. Hale	Recorder
Linda J. Youngdell	Treasurer/Office Manager
Ken Eborn	Police Chief
Norm Noyes	Public Works Director
Travis Carter	Asst. Fire Chief
Dean Sloan	Fire Fighter

Excused:

Beverly Macfarlane	Mayor
Chris Hadley	Council Member
Breen Lowman	Fire Chief

Others Present:

Scott Nelson	CEC Engineering/City Engineer
Terry Avondet	Sunset Citizen Corps
Jenni Williams	Standard Examiner

Boy Scout Troop 306 – Ryan Walker, Jaren Ewell, Gavin Meredith, Xane Nicholas, Tyson Stoker, Jason Calvin

The meeting was called to order at 6:30 p.m. by Mayor Pro-Tempore Snow.

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

Approval of Minutes: Council Member Furniss made a motion to approve the minutes of August 19, 2014 as amended. Council Member Peterson seconded the motion. The motion passed unanimously.

Approval of Vouchers: Council Member Furniss again questioned the Braker Construction voucher. Council Member Peay made a motion to approve the vouchers for Davis County, Hincklease, Braker Construction and Advanced Paving totaling \$134,573.69. Council Member Peterson seconded the motion. The motion passed 3 to 1 with Council Member Furniss voting no.

Public Comments: Gavin Meredith advised the Scout Troop was there for their Citizenship and Community merit badge. One of the requirements is that they listen to the issues and find which side they agree more with.

- 1. Council Member reports and general information:** Council Member Peay stated they are still working on Veteran's Day and getting a few more members on the committee. Michael Love is helping her a lot. She will be going back to visit the Senior Center in Clearfield to see how many residents are attending events there. She has been talking with Recreation Supervisor Maylin on replacing Christy Hole. She has only received two RSVPs to the employees' summer party at this time. She asked if they wanted the date changed or the party canceled. It was suggested to hold the party during work hours. The Department Heads will put the word out again and Council Member Peay will wait until Friday to decide on the party.

Council Member Peterson reported the Planning Commission met Thursday and may have a draft for Council approval at the next meeting. He thanked the employees and residents for attending the meeting tonight.

Council Member Furniss received a letter from the Doxey Elementary PTA and read it to the Council, "Doxey Elementary PTA would like to ask you to support our school by donating a basket to their carnival fundraiser. This fundraiser will help us to support reading programs, class field trips and family outreach programs that we know are important to you as leaders of the community. Bidding on the baskets will take place at our school carnival located at 944 N 200 W in Sunset, UT. If you need to reach us, please contact Cindy Tate at (302) 399-6622. We thank you for your consideration." He said the Youth Council would like to sponsor that. They will donate some items and plan to make a movie themed basket. He explained to the Boy Scouts there were no issues on the regular agenda but they had one in the work session. He explained what was happening on the 300 West CDBG project and wondered what they would do in their place. Gavin Meredith said the Scouts would like to help with the PTA basket. He discussed scheduling a tour of the North Davis Sewer Plant and decided on September 17th meeting at the City Building. EPA and the Division of Water Quality are setting some stringent requirements for the sewer plant that are not based on the type of water body they discharge into. If they impose the requirements they want to, it will cost the plant millions of dollars and the residents will pay the cost.

Police Chief Eborn advised they will be teaching their portion of the Citizens Academy in the Sunset Room Thursday at 6:00 p.m. The Officers are doing a lot of ordinance enforcement. He said if any of them are having issues with the report Police Secretary Hampton sends out to let him know. Mayor Macfarlane had told him she had not been able to open them for the last two months.

Treasurer/Office Manager Youngdell mentioned three Council Members are registered for the Utah League of Cities and Towns Conference September 10th to 12th and asked them to let her know if they would be driving separately or anyone together so she can get the travel checks cut. A person has been offered the part-time Court Clerk/Customer Service Clerk position and she will begin working on the 11th. She will first be trained in Court, then some administrative duties.

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Public Works Director Noyes expressed his appreciation to the Council of their support. He knows the 300 West project is of concern to everyone. He said the residents have been extremely patient with the project and asked the Council Members who speak with them to thank them for their patience. Saturday, they were called out on a water leak on 1800 North. It was discovered it was Clinton's transmission line and not Sunset's. Each City has two transmission lines going down 1800 North. During the month of October, residents can bring limbs and debris to the City Shops for dumping.

Asst. Fire Chief Carter advised they would be selling the Suburban and car as soon as possible.

Mayor Pro-Tem Snow asked to speak with Chief Eborn after the meeting.

Council Member Peterson commented he had a lot of mosquitoes so he went online to the Davis County Mosquito Abatement District page and put in for a spray request. They sprayed his area the next day and sent him confirmation that it was done.

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

The meeting adjourned at 7:15 p.m.

Approved – September 16, 2014

/s/Beverly K. Macfarlane, Mayor

/s/Susan R. Hale, Recorder