Minutes of a regular meeting held September 15, 2015 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Macfarlane presiding.

**REGULAR SESSION**

**Mayor and Council Present:**

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| Beverly Macfarlane | Mayor |
| Ryan Furniss | Council Member |
| Trystal Peay | Council Member |
| Jake Peterson | Council Member |
| Dan Ripple | Council Member |

**City Employees Present:**

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| Susan R. Hale | Recorder |
| Linda J. Youngdell | Treasurer/Office Manager |
| Ken Eborn (arrived mid-meeting for a short time) | Police Chief |
| James Weston | Fire Chief |
| Jason Monroe | Public Works Director |

Firefighters: Brian P. Tobletz, Randy Harris, Joni L. Goodman, Adam Scott

**Excused:**

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| Kevin Snow | Council Member |

**Others Present:**

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| Hilari Sheen | Sunset Jr. High |
| Steve Hansen | Sunrise Engineering |
| Rochelle Morgan | Rochelle's Auto Sales |
| Lorilee Beazer | Golden Spike NSDAR |
| Terry Avondet | Sunset Citizen Corps |
| Scott Wiggill | Sherm Beazer |
| Ellen Cutler | Janet Lujan |
| Wanema Butcher | Leslie H. Moore |

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

Mayor Macfarlane gave the invocation and led the Pledge of Allegiance.

**Approval of Minutes:** Council Member Ripple made a motion to approve the minutes of August 18, 2015 as presented. Council Member Furniss seconded the motion. The motion passed unanimously with Council Members Furniss, Peterson, Peay and Ripple voting yes.

**Approval of Vouchers:** Council Member Furniss made a motion to approve the voucher for Hinklease in the amount of $8,097.40. Council Member Peay seconded the motion. The motion passed unanimously with Council Members Furniss, Peterson, Peay and Ripple voting yes.

**Public Comments:** There were none.

1. **Proclamation declaring the week of September 17-23 as Constitution Week:** Lorilee Beazer introduced Pat Thousman and Sherry Coates and said the three of them represent the Golden Spike Chapter of The Daughters of the American Revolution. In 1956, under President Eisenhower, the Congress passed a Constitution Week, which is September 17-23 of each year. They are asking cities to make a proclamation to that effect so the citizens will know their communities support the Constitution and are aware of their rights and privileges.

   Mayor Macfarlane read the Constitution Week Proclamation.

   Council Member Furniss made a motion to approve the Constitution Week Proclamation read by Mayor Macfarlane. Council Member Ripple seconded the motion. The motion passed unanimously with Council Members Furniss, Peterson, Peay and Ripple voting yes.

2. **Consider donation request from Sunset Jr. High School for the annual Fun Run event:** Sunset Jr. High School Counselor Hillari Sheen explained the Fun Run is an event held annually and is combined with Red Ribbon Week. This year they added Hope Week to promote suicide prevention. The students design the t-shirts given out for participating in the Fun Run to be held on October 9th. Donations they receive help pay for those t-shirts. The Fun Run is free for student participation and $3.00 for community participants.

   Council Member Peay made a motion to approve the donation request from Sunset Jr. High for the annual Fun Run in the amount of $200.00. Council Member Peterson seconded the motion. The motion passed unanimously with Council Members Furniss, Peterson, Peay and Ripple voting yes.

3. **Consider conditional use request for Rochelle's Auto Sales to be located at 1101 N. Main:** Rochelle Morgan, owner, explained she would like to open Rochelle's Auto Sales at 1101 N. Main to sell used cars ranging in price from $2,500 to $3,500. She met with the Planning Commission who recommended they have 12 parking stalls for their inventory, customer and employee parking. They have another area to store cars and they will sell 7 cars at a time from this location. They have painted the 9 ft. by 18 ft. parking stalls. When asked if she was aware of the serious storm water drainage problem there, she replied she was aware of it and is trying to work it out with the property owner. They will get the pot holes fixed before opening.

   Council Member Furniss reiterated the seriousness of the drainage problem and suggested having it remedied before opening their business. Mayor Macfarlane believes the lighting is not adequate for a car lot and wanted the owner to be aware of that also. Mrs. Morgan said they would like to open within the next month. Council Member Peterson advised one of the Planning Commission's recommended conditions was operating hours of 10:00 am to 6:00 pm and he suggested extending the hours. Council Member Furniss agreed with fixing the pot holes and installing lighting before they open as darkness leads to crime. He asked what type of security barrier they plan to use and what type of signage they will have. She replied

they were thinking of putting up a chain and there is a sign frame above the door they can put their company name in. She also plans to put a vinyl sign on the window of their office.

Council Member Furniss made a motion to approve Rochelle's Auto Sales with the following conditions: 1) operating hours of 10:00 am to 8:00 pm; 2) install at least two exterior lights within 30 days; 3) pot holes are filled and 4) they abide by any other conditions recommended by the Planning Commission. Council Member Ripple seconded the motion. The motion passed unanimously with Council Members Furniss, Peterson, Peay and Ripple voting yes. *(The other Planning Commission conditions recommended were 1 - no more than 12 parking stalls to be divided into stalls for their inventory, employee parking and customer parking; 2- the parking stalls must measure 9' x 18' and 3 – there will be no onsite washing or maintenance performed on the cars.)*

4. **Presentation from Sunrise Engineering for a new fire station:** Before hearing from Sunrise Engineering, Fire Chief Weston wanted to clear up a few items. He stated every five years the State of Utah requires a review packet to recertify the ambulance. As part of that packet, a letter signed by the Mayor is required stating the Council would like to keep the ambulance. Mayor Macfarlane read the letter to the Council. All the Council Members gave the consensus for Mayor Macfarlane to sign the letter. Chief Weston answered some questions that had arisen about the Fire Department. Currently 80% of the time there are three people or more manning the station. Federal regulations state there has to be fire coverage, whether it is provided by Sunset City or not. Sunset is a volunteer fire department and that saves the City money in wages. The 1800 North project will take the existing fire station and it is coming a lot sooner than they anticipated. Also, an Insurance Service Office (ISO) audit was just completed in July and the ISO Auditor recommended the Department obtain a ladder truck and a new building to keep the ISO rating.

   Steve Hansen, with Sunrise Engineering, stated over the years they have helped several small communities with the development of fire stations and help them figure out how to obtain funding for the fire stations. The plans he had included in the Council packets are a starting point to give them an idea what their firm does. One of the big funders for small communities is the Community Impact Board, which is a State agency funded through oil and gas royalties and taxes. At this time they are not funding any communities in a few Counties, including Davis County. Rural Development is a State and Federal agency that also provides funding assistance for small communities and they are willing to assist Sunset. They have a grant program and a loan program. They said Sunset could get 15% grant up to a total of $50,000 and they would loan Sunset the remaining cost of the fire station at the current rate of 3.5% to 4% interest over 30 years. Based off of their preliminary plan and other projects they have recently completed, Mr. Hansen estimated the cost of a new fire station would be $1.2 million plus or minus 20%. The application process takes about 3 to 4 months to complete, then Rural Development has to complete their environmental work and go through the Federal process. CDBG or Davis County funding is another option. He encouraged the Council Members who attend the Utah League of Cities and Towns to visit the vendors to ask about other options.

The Mayor and Council discussed what it would take if they choose to use another agency for fire protection and that there needs to be a fire station in the City regardless. Funding, location and type of building were also discussed. Sunrise Engineering will report back to the Council on October 6th.

5. **Update from the Youth City Council:** Council Member Furniss reported the Youth City Council is discussing holding a food drive on October 17th, they will be assisting with a fund raising car show this Friday, assisting with the Sunset Elementary School carnival on October 23rd and they are reaching out to the homeless shelter to see if they can volunteer there.

6. **Consider Resolution 2015-12 requesting the recertification of the Sunset Justice Court:** Every four years the court is required to be recertified. Council Member Furniss asked to see the Court's security plan.

   Council Member Furniss made a motion to approve Resolution 2015-12 recertifying the Sunset Justice Court contingent on the Council receiving a copy of the security plan. Council Member Peay seconded the motion. The motion passed with a roll call vote. Council Member Furniss – yes, Council Member Peterson – yes, Council Member Ripple – yes and Council Member Peay – yes.

7. **Consider approving the beer license for Maverik located at 1843 N. Main:** Recorder Hale explained Sunset Ordinance requires the Police and Fire Chiefs to submit a report to the Council whether or not the beer license applicant has complied with all regulations. They did not pass the initial fire or final building inspections and Police Chief Eborn is on vacation, therefore unable to submit his report. Maverik will not be able to sell beer when their inspections are passed and they are allowed to open, as Maverik should be open before the next Council meeting. However, a motion to approve their beer license could be made contingent on approval from the Police, Fire, and Building Departments. Fire Chief Weston said the inspection should pass when they complete the final items.

   Council Member Ripple made a motion to approve the beer license for Maverik located at 1843 N. Main with the caveat Maverik meets the approval of the Police and Fire Chiefs. Council Member Peterson seconded the motion. The motion passed unanimously with Council Members Furniss, Peay, Peterson and Ripple voting yes.

8. **Consider setting the date for 2016 Fun Days:** Public Works Director Monroe reported he would like to hold Fun Days on June 24/25 2016. This would put it in the same budget as the 2015 Fun Days, so it would double the Fun Days budget for FY2016. The reason he would like to hold it then is because currently it is held the weekend after the Clinton celebration; Sunset residents attend the Clinton celebration and then don't have enough money for Sunset Fun Days. When it is held in July it interferes with either the 4th or 24th of July and no other neighboring city holds their celebration the last week in June.

The Council and Department Heads discussed it further and it was decided Director Monroe and Recorder Hale will work on the cost to the budget and hopefully Director Monroe will hear back from the carnival people before he reports back to the Council.

Council Member Furniss made a motion to table this item until the cost is figured out. Council Member Ripple seconded the motion. The motion passed unanimously with Council Members Furniss, Peay, Peterson and Ripple voting yes.

**9.** **Mayor and Council Reports:** Council Member Furniss advised the Army Rail Station has been approved to be moved from HAFB and that will allow a better configuration of the proposed I-15 interchange. It should also be better for Sunset in that it may open up more land for commercial. He reported, through the persistence of the sewer districts coalition, the Utah Division of Water Quality is now working with the sewer districts on EPA regulations. That is exciting news because if the sewer districts had to implement all the EPA mandates previously discussed the residents' utility bills could increase $60.00 per month just for sewer. The North Davis Sewer Board have redundancies built into their system so if a pipe fails they don't have to shut down that part of the system to do the repairs.

Council Member Peay attended the Citizens Corp meeting where the announcement was made that the Utah program is getting recognized nationally. They are trying to form a Citizens Corp Association on the county level and are asking for volunteers to help. She met with Lorilee Beazer and Bill Kelly to plan the Veterans Day celebration and it is going well. They have over 70 veterans who live in Sunset on their list and she knows there are more. The Daughters of the Revolution is part of the Commemorative Partner for Vietnam War Vets and Sunset City could become a partner as well. It is free with the commitment they do two events per year that honor the Vietnam veterans. Sunset already does those items because they honor the veterans in the Fun Days parade and hold a Veterans Day celebration. The Council gave their okay for her to move forward with the partnership. She met with Public Works Director Monroe to figure out how to better keep track of the schedules for ball field rentals.

Council Member Peterson said the Planning Commission planned to talk with Public Works Director Monroe about some signs for the bike trail loop. The Commissioners were thorough in discussing the conditions with Rochelle's Auto Sales during the last meeting. Changing the day their meetings were held to the 2nd Wednesday of the month is good for conditional use businesses because it allows them to appear before the Council more quickly. One of the Commissioners has found the day is not very good for him, but they are not ready to change it yet.

Council Member Ripple reported the Citizens Corp has not met this month. He attended a Layton City Council meeting where they had their CERT graduation and he was very impressed. He is looking forward to holding Sunset's graduation early next year. During Fun Days, they obtained three pages of people who want to take the CERT class and he will follow through with a reminder email to all of them. He stated when he attends the Utah

League of Cities and Towns conference he plans to go to emergency preparedness and communications classes. He also plans to visit the website vendor for Clearfield City among others. He noticed the Welcome to Sunset road signs are faded and need to be replaced. Mayor Macfarlane stated it is not in the budget this year and hopes they can address it next year. Council Member Ripple suggested adding a current projects link on the City website.

Mayor Macfarlane advised she had talked to Judge Jensen and he is trying to do more video hearings so police officers don't have to transport them to the court. She said the Judge may be retiring in about two years. There has been no MIDA meeting this month and she has not heard anything more about the army rail station. Wasatch Integrated Systems has formed a partnership with PARC, which is a group that helps people with disabilities find jobs. The District plans to open a shop for selling surplus items to create jobs for the clients of PARC. The F35's have come in to HAFB and a formal welcome will be held next week.

**10. <u>Department Reports:</u>** Treasurer/Office Manager Youngdell reminded the Council Members who will be attending the Utah League conference to pick up their per diem checks. The City's financial audit has begun with Christensen, Palmer and Ambrose. Recorder Hale will be at a business licensing conference Wednesday through Friday.

Fire Chief Weston reported the Fire Department did a memorial for 9/11 with 343 luminary bags and lowered the flag to half mast.

Police Chief Eborn apologized for just arriving at this meeting, but he and other Officers have been out since just before 2 a.m. on a homicide call. The suspect is in custody and they have been interviewing witnesses all day. This is the first homicide the City has had since he became Chief and his Department is adequately trained to handle the incident. He reported 'Lunch with the Mayor' is tomorrow and he will try hard to have a car available, but asked Chief Weston if his department could cover him if he could not. He was excused to leave.

Public Works Director Monroe reported 2300 North will be closed at the railroad tracks until the 23rd, at which time 1800 North will be closed while the tracks are being worked on. Verizon began construction on their cell tower in the shop yard today. The public works employees have taken down 17 trees and cleaned up the shop yard. Maverik's grand opening will be on September 30th. The City Engineer is working on the park restroom project. The waterline on Main Street has not passed the bacteria test yet and the new water line at Doxey Elementary is having the same problem. He stated the two seasonal public works employees he hires work about five months, which is about 900 hours, for $7.15 per hour. He would like to stop hiring the seasonal employees and hire one more year round part-time employee. His current part-time employee works 27 hours per week, Tuesday through Friday. He would like the second part-time employee to work the same hours, but Monday through Thursday so he has a full staff five days a week. This would also help him during the April and October clean up months when he has to have an employee at the shop to take trash and limbs. This reorganization would save the City $234.00 a year or, if he

can pay them fifty cents more an hour it would cost the City about $450 a year. His budget can absorb that increase without increasing the budget, so he would like approval to advertise for a part-time employee. All the Council Members were in favor of him doing that.

Council Member Peterson made a motion to adjourn. Council Member Ripple seconded the motion. The motion passed unanimously with Council Members Furniss, Peterson, Peay and Ripple voting yes.

The meeting adjourned at 8:50 p.m.

Approved – October 6, 2015

/s/Beverly K. Macfarlane, Mayor /s/Susan R. Hale, Recorder