

**Sunset City Corporation  
City Council Minutes  
December 15, 2015  
Page 1 of 6**

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

**REGULAR SESSION**

**Mayor and Council Present:**

Beverly Macfarlane	Mayor
Ryan Furniss	Council Member
Trystal Peay	Council Member
Dan Ripple	Council Member
Kevin Snow	Council Member

**City Employees Present:**

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

**Excused:**

James Weston	Fire Chief
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**Absent:**

Jake Peterson

**Others Present:**

Sydney Furniss	Sunset Youth City Mayor
Leslie Moore	Scott Wiggill
Mark Sessions	

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 November 17, 2015 and December 1, 2015 as presented. Council Member Furniss seconded the motion. The motion passed unanimously with Council Members Furniss, Peay, Ripple and Snow voting yes.

**Approval of Vouchers:** Council Member Furniss made a motion to approve the vouchers for Weber Basin Water, Crittenden Glass and Hinklease totalling \$257,107.18. Council Member Peay seconded the motion. The motion passed unanimously with Council Members Furniss, Peay, Ripple and Snow voting yes.

**Public Comments:** Mark Sessions, a resident of West Point, stated he currently owns a rental property in Sunset for the past several years and has gone through the Better Landlord class. He explained that Better City is getting extremely difficult to work with, particularly this year. He

had made arrangements to take the class; however, the first class was cancelled because not enough people had signed up. He then made arrangements for a second class, which he was able to pay for and attend. He received a notice with his rental license renewal informing him to attend the class. Mr. Sessions stated that he attempted to contact Better City regarding the notice but was unsuccessful. He explained Ogden and Clearfield are currently having problems finding housing for felons. From his 36 years of experience in law enforcement, he knows that felons cannot live in Sunset, Ogden or Clearfield cities. Mr. Sessions requested that the City look into the class and make sure that people are being honest, because from his vantage point the program is not making the City any better. City Recorder Hale indicated that she had received a phone call from Mr. Sessions about this issue and explained that she contacted Better City and spoke with Mark Kabrinski, who informed her that he had only handed out certificates for those class attendees who requested one. Mr. Sessions commented that no mention was made at all about offering a certificate for attending the class. Recorder Hale explained that in speaking with Mr. Kabrinski, he indicated that from now on he will hand out certificates to everyone who attends the class. Mr. Sessions requested that the City look at ordinances similar to what other cities are implementing.

1. **Recognize Council Members whose term ends this year:** Mayor Macfarlane applauded the City Council for the awesome job they have done in their elected positions and expressed appreciation for their service. She individually recognized each Council Member leaving and presented plaques to Council Members Ripple, Snow, and Furniss as Council Member Peterson was not present. Mayor Macfarlane also thanked Council Member Peay for her two years of service thus far. Mayor Macfarlane indicated that the outgoing Council Members have done a lot for the City and that their contributions are noteworthy.
2. **Sunset Youth City Council report:** Sydney Furniss, Youth City Mayor, stated that a food drive will be held at the Maverick gas station on January 23, 2016, from 11:00 a.m. to 3:00 p.m. and requested that an advertisement for the food drive be placed on the marquee, in the newsletter and on the Fire Station sign. Mayor Macfarlane stated that the Fire Station has had issues with things sticking to the sign; however, she indicated that she would speak with the Fire Chief.

Youth Mayor Furniss reported that the Youth City Council is planning on attending the conference that will be held in Logan next spring, for which they have been busy fundraising. She requested a key to the City Building so the Youth City Council could enter the building for meetings. Treasurer/Office Manager Youngdell explained that they are completely out of the AA1 keys, which is an issue because they can't be duplicated. The keys were made by a company in Utah County and she is unable to contact them because they no longer have the correct contact information. She is currently trying to resolve this problem. Youth Mayor Furniss explained they have 15 members now and asked permission to use the Sunset room for their meetings if it was available, to which Mayor Macfarlane responded affirmatively. Mayor Macfarlane thanked Council Member Furniss for working with the Youth City Council. Council Member Furniss expressed that he hopes that the new City Council will continue to work with the Youth City Council.

3. **Consider Ordinance 2015-09 amending Section 6-1-3 of the Sunset City Code entitled "All Night Parking Regulations"**: Council Member Peay stated the new ordinance has been drafted and she wanted the Council's input on whether the language contained within the ordinance worked. She advised the new ordinance contained the restrictions that were previously discussed and she read the proposed ordinance to the Council. Mayor Macfarlane stated that she had spoken with Public Works Director Monroe who indicated that it is dangerous to remove snow when vehicles are parked on the street. Council Member Furniss stated he liked the new ordinance and commented the line "when snow removal on the street is imminent" can be too subjective. It was decided to strike the word imminent off of the ordinance.

Council Member Peay made a motion to approve Ordinance 2015-09 amending Section 6-1-3 of the Sunset City Code, and renaming it to the "Off-Street Parking Regulation", with the amendment to Section B, No. 2, removing the words "or imminent". Council Member Ripple seconded the motion. The motion passed unanimously with a roll call vote: Council Member Furniss – yes, Council Member Snow – yes, Council Member Ripple – yes, Council Member Peay – yes.

4. **Consider Resolution 2015-15 implementing the regulation of Sunset City email accounts in the Sunset City Personnel Policies and Procedures**: Council Member Snow stated there has been an issue with using personal email accounts for City business, which complicates GRAMA requests. Council Member Ripple stated this proposed policy would require all City business to go through email accounts provided by the City. Mayor Macfarlane asked if the policy would affect the use of iPads and Council Member Snow clarified that the policy specifically pertains to email. Mayor Macfarlane expressed that she has experienced problems with mistakenly sending emails to personal accounts rather than City accounts. Council Member Snow indicated that the proposal indicated that all communication between elected officials should occur through City email accounts. Treasurer/Office Manager Youngdell stated Fire Chief Weston had set up emails for fire personnel which do not end in @sunset-ut.com; however, she has also set up City email accounts for them. The Council discussed the requirement of having fire personnel conduct all City business through the email accounts ending in @sunset-ut.com. Council Member Snow read the proposal for the Council Members. Treasurer/Office Manager Youngdell requested that Treasurer be added to her title within the policy.

Council Member Snow made a motion to approve Resolution 2015-15 and indicated that the title of Linda Youngdell's position be amended to "Treasurer/Office Manager". Council Member Ripple seconded the motion. The motion passed unanimously with a roll call vote: Council Member Furniss – yes, Council Member Snow – yes, Council Member Ripple – yes, Council Member Peay – yes.

5. **Consider Resolution 2015-16 amending the Nepotism policy of the Sunset City Personnel Policies and Procedures**: Mayor Macfarlane stated the City policy can be more stringent than the State policy and her only concern with the ordinance is that the City Attorney hadn't reviewed it yet. Council Member Snow stated that according to the old City

policy and the State law a person cannot hire a relative. Mayor Macfarlane added that the policy also indicates that you cannot supervise a relative. Council Member Snow liked the proposed policy because it is more strict and better for the City. Mayor Macfarlane asked the Council Members if they would want to limit their children being able to work within the City by adopting the new stricter policy. Council Member Furniss stated that he would not want his child working for the same City in which he sets taxes and rates. He commented that the hiring of relatives is a gray area and Sunset has the ability to attract other employees because they can recruit from the entire County and surrounding cities. Council Member Ripple stated that it is a conflict of interest to hire a relative and having a strict nepotism policy is very appropriate. Council Member Furniss brought up the point that if a relative were to be disciplined it would cause problems for the Council being able to effectively do their job. Mayor Macfarlane stated that before the new policy goes into effect, she would like the City Attorney to review the policy to make sure it is correct.

Council Member Snow made a motion to approve Resolution 2015-16 pending approval from the City Attorney. Council Member Ripple seconded the motion. The motion passed unanimously with a roll call vote: Council Member Furniss – yes, Council Member Snow – yes, Council Member Ripple – yes, Council Member Peay – yes.

6. **Discuss what to do with the iPads being used by the current Council Members:** Mayor Macfarlane stated the policy indicates that the current Council Members can return the iPads to the City or they can purchase their iPads at fair market value. If an iPad is broken it needs to be fixed before it is returned to the City. Treasurer/Office Manager Youngdell then read the policy and informed the Council that the iPads were purchased in December 2008. She and Recorder Hale did some research on Ebay and found the make and model of the types of iPads that the Council uses. Of 38 iPads found on Ebay, the highest cost was \$235, the lowest was \$79 and the average cost was \$154.45.

Council Member Furniss stated that he spoke with a few IT people who indicated that the price of an electronic is cut in half every six months. Mayor Macfarlane stated that another issue is that new Council Members are coming on board and the City has not budgeted for new iPads. Council Member Furniss suggested that the Council purchase all new iPads and Mayor Macfarlane added that since the iPads have to be wiped clean, the new Council Members could use them until July when the budget is renewed. At that point, Council Members could be given the opportunity to purchase their iPads.

Council Member Ripple stated, according to City policy, at the end of a term if a Council Member desires to purchase their iPad, they can do so at fair market value. The policy does not say anything about whether or not the City has budgeted for iPads. Council Member Furniss said the Council opens the budget all the time for different things and suggested the budget be opened in January to purchase new iPads. The Council discussed connecting the iPads to internet. Council Member Ripple stated that his iPad is in great condition, he plans on buying his iPad and has no problem doing so at fair market price. The Council decided the purchasing price for outgoing iPads will be \$65 each.

7. **Mayor and Council reports:** Council Member Furniss advised the Sewer Board plan expansion is wrapping up and the Marriott storage pad is complete. At the beginning of the new year, the Sewer Board will arrange a tour for the Mayor and Council Members. He also reported that at the beginning of the year, the sludge will move to the drying beds rather than churning at the facility, which will speed up the drying process. Council Member Furniss thanked the Mayor for the plaque he received and expressed appreciation for the opportunity he has had to serve on the Council for the past eight years.

Council Member Peay indicated the Sunset City Christmas Party was a success and thanked the employees for attending. She announced that at the beginning of the new year, she will begin planning the Sunset Sam Celebration. Mayor Macfarlane thanked Council Member Peay and stated that the party was a lot of fun.

Council Member Ripple stated he has seen a lot during his short stint as a Council Member. The Facebook page and website have been updated and communication has improved. He reported that he was not able to meet with Citizen Corps due to scheduling conflicts; however, they plan on holding a CERT class at the beginning of February or March next year. Council Member Ripple thanked those that help the City run and function.

Council Member Snow explained that the Council needs pick out the Christmas lighting winners. He commented that the Better Landlord program is a good program. Council Member Snow pointed out that there are several property owners that need to report basement apartments to Recorder Hale. Lastly, Council Member Snow expressed appreciation for the opportunity to serve on the City Council, and that he hopes he made a difference. Mayor Macfarlane thanked Council Member Snow for his hard work in making the City beautiful. Mayor Macfarlane agreed that the Better Landlord program has helped clean up yards and is a good program for the City.

8. **Department reports:** Police Chief Eborn thanked the Council Members for helping the Police Department receive pay increases. He reported the City has only one crossing guard who rarely misses a day, which creates a problem with having alternates. The crossing guard has had some health issues and will be out for a short time; however, his wife has offered to fill in for the time being. Chief Eborn stated that he planned on paying his wife, but has concerns now in light of the discussion on nepotism. Council Member Furniss stated the nepotism policy would not take effect until reviewed by the City Attorney and he suggested that Mrs. Eborn get paid for her work. Chief Eborn added that another issue is that of the crossing guard reporting directly to him. Council Member Furniss suggested moving over the supervisory responsibility to another person within the department. Treasurer/Office Manager Youngdell said the current policy states that an employee can be supervised by a relative if the job only lasts 12 weeks or less. Council Member Ripple recommended putting her supervision underneath another officer.

Treasurer/Office Manager Youngdell reported business license renewals have been mailed out and are starting to come back in. Inquiries have been made about purchasing property to bring additional business into the City. Treasurer/Office Manager Youngdell thanked the

**Sunset City Corporation**  
**City Council Minutes**  
**December 15, 2015**  
**Page 6 of 6**

Council for the great Christmas party. She also thanked the outgoing Council Members and expressed how much she has enjoyed working with them.

Public Works Director Monroe advised his crew has been working hard through the winter storms, with several personnel working 12 hour days. They have also been trying new salt that is pre-wet and starts melting the snow immediately. He concluded by thanking the outgoing Council Members for their service.

Mayor Macfarlane thanked Director Monroe and other department heads for their hard work in making improvements around the City. She has been working with the Kiwanis Club to get coats into the schools, and recently she took a tour of the Davis Learning Center. Mayor Macfarlane stated that 28 coats will be delivered to schools in Sunset. She announced that she is looking into implementing Teacher of the Year Awards in the schools. Mayor Macfarlane stated she has attended functions with the Military Affairs Committee and will be taking Col. Murphy on a tour of Salt Lake City tomorrow. Mayor Macfarlane stated she met with transportation and that 1800 North will not be completed anytime soon. Mayor Macfarlane explained that the Fire Station is run down and she isn't sure that it would pass code, however the Fire Station ISO rating has moved up. She met with the fire personnel and they have all been certified and trained. Mayor Macfarlane thanked the Council Members for their service, and suggested that "Neighbors helping Neighbors" be added as Sunset's motto.

Council Member Furniss moved to adjourn the meeting. Council Member Ripple seconded the motion. The motion passed unanimously with Council Members Furniss, Peay, Ripple and Snow voting yes.

The meeting adjourned at 8:25 p.m.

Approved – January 5, 2016

/s/Beverly K. Macfarlane, Mayor

/s/Susan R. Hale, Recorder