



**CLINTON CITY COUNCIL MINUTES**  
**Special Budget Work Session**  
**Community Development Conference Room**  
**2267 North 1500 W Clinton UT 84015**

**MAYOR**  
*L. Mitch Adams*

**CITY COUNCIL MEMBERS**  
*Anna Stanton*  
*Karen Peterson*  
*Mike Petersen*  
*Barbara Patterson*  
*TJ Mitchell*

<b>Date of Meeting</b>	<b>April 11, 2018</b>	<b>Call to Order</b>	<b>5:00 p.m.</b>
<b>Staff Present</b>	City Manager Dennis Cluff, Mike Fisher & April Touchin for Community Development, Treasurer Steve Hubbard, Fire Chief Dave Olsen, Court Administrator Shannon Mullins, Recreation Director Bruce Logan, Police Chief Bill Chilson, Police Lieutenant Shawn Stoker, Public Works Director Mike Child, Engineer Bryce Wilcox and Lisa Titensor recorded the minutes.		
<b>Citizens Present</b>	There were none.		
<b>Roll Call &amp; Attendance</b>	Present were: Councilmember Patterson, Councilmember K. Peterson, Councilmember Stanton, Councilmember M. Petersen, Councilmember TJ Mitchell and Mayor Adams		
<b>A. TENTATIVE BUDGET REVIEW</b>			
<b>Petitioner</b>	Dennis Cluff		
	<p><b><u>COMMUNITY DEVELOPMENT</u></b></p> <p>April Touchin and Mike Fisher reviewed the Community Development Department Budget with the City Council.</p> <p>They stated that the Community Development Department is doing well; they are very busy with both residential and commercial development.</p> <p>A new truck is in the budget for the new building inspector.</p> <p>The Council agreed the Planning Commission has been doing a great job on behalf of the City. They would like to increase their stipend to \$50 per meeting for the Planning Commissioners and \$60 per meeting for the Chair.</p> <p>Mayor Adams stated both he and the Council are pleased with his efforts of Community Development staff.</p> <p>The Council also asked staff to pass on to the Planning Commission appreciation of the great job they are doing.</p> <p><b><u>COURT</u></b></p> <p>Court Administrator Shannon Mullins explained the biggest change for the Court will be the addition of some offices and a larger waiting area.</p> <p>The Judge continues to do a great job.</p> <p>The Council expressed appreciation for the great work Ms. Mullins and the court staff do.</p>		

**FIRE**

Fire Chief Dave Olsen reviewed the Fire and Ambulance portions of the budget with the Council.

They are currently in the process of hiring new personnel.

The intent is to order a new fire truck and pay half in the 2018-19 budget and the remainder when it is received in the 2019-20 budget.

Chief Olsen stated that one of his concerns moving forward will be to consider some needed maintenance in the building.

Mr. Olsen reported that the Ambulance program is functioning well. There is a need to purchase special equipment to assist the fire fighters with getting heavy people into the ambulance on the gurney. The cost is \$25,000 per unit, but it will save the City in the long run preventing some back injuries. A Federal Grant is being sought to help with the cost.

The Council expressed appreciation to Fire Chief Olsen for his hard work and efforts in trying to save the City money where ever possible.

Mayor Adams said the Fire and Ambulance are doing a great job for the City.

Mr. Olsen expressed appreciation for the support of Mr. Cluff and the City Council.

**TREASURER**

Treasurer Steve Hubbard explained that the credit card transaction fees are continually increasing. More people are using this payment option.

Two new computers for front counter for \$1000 each is in the proposed budget.

Salary costs have increased because Amber has increased to 32 hours.

Mayor Adams asked Mr. Hubbard to express the Council's appreciation for the great work of the Treasurer Department employees.

**RECREATION**

Recreation Director Bruce Logan addressed Recreation, Recreation Programs and Heritage Days budgets.

He said his Department is working hard to continue to decrease costs wherever possible. They are evaluating their programs to be as efficient as possible. They are using temporary employees and streamlining employee responsibilities.

Requests for FY 2018-19 are for new carpet for the community room and a security shield for the front counter to increase safety for employees.

Mr. Logan explained that the only change for Heritage Days is that they are looking at changing the carnival provider.

The concession contract program is working well.

The Council expressed appreciation to Bruce for the great job he has done with the Recreation Department. They appreciate the trend in expanding the program to family events as well as sports.

Mr. Cluff said Bruce does a great job.

### **POLICE**

Chief Bill Chilson and Lieutenant Shawn Stoker discussed the Police, Crossing Guards and DUI portions of the budget.

They will be getting a new K-9 in FY 2018-19.

They have requested new carpet for the downstairs and an air Conditioner for the lobby.

### **CROSSING GUARDS**

There are 12 crossing guards; the program functions well.

### **DUI**

Hand held radar units (2)

Lap tops (2)

Car camera (1)

The Council discussed the need for a new police officer with Chief Chilson. He explained his biggest concern is officer's safety, currently two days a week only one officer is on shift.

**Councilmember Patterson moved to hire an officer and a car. Councilmember Stanton seconded the motion. Voting by roll call is as follows: Councilmember Peterson, aye; councilmember Mitchell, aye; Councilmember Patterson, aye; Councilmember Stanton, aye; Councilmember M. Petersen, aye.**

The new Victims Advocate does a great job and is an asset to Clinton City. She has help 84 victims in Clinton so far.

Mr. Cluff clarified the cost to hire a new officer will be approximately \$95,000 per year.

The following equipment will be needed for a new officer:

- Laptop
- Tazer
- Tazer camera
- Body camera
- Vehicle and equipment

Two new police vehicles will also be purchased to replace existing old ones.

The Council asked Chief Chilson to express their appreciation to all the officers for their good work.

### **PUBLIC WORKS**

Public Works Director Mike Child and City Engineer Bryce Wilcox addressed the Public Works budgets.

There is a request for \$10,000 to purchase an east gate electric controller.

Mr. Child then reviewed the following sections of the Public Works Budget as identified in the budget message prepared by Mr. Cluff:

**INTERNAL SERVICE FUND (MOTOR POOL)** The motor pool is responsible for the

care of the rolling stock and equipment used by all City personnel. For Public Works, a new street sweeper, two “mule” ATV’s, and a F550 truck with box as well as an F550 with bed for the water department are included in this budget.

### **WATER**

The cost of buying water from Weber Basin is increasing by 7% (\$23,425) this new Fiscal Year due to added and new cost requirements to the Basin. We continue our dual check installation and chlorination system programs and their respective costs. We plan on rehabilitation of water line projects on the eastern section of 2300 North as well as 630 W for this fiscal year. We continue with the water meter dual check installations and rehabs. As of April 2018 staff has completed 788 new dual check installations and 1,155 rehabilitations of pre-existing ones.

Some Impact Fees are also being set aside for the new well and reservoir. Unfunded major projects are the water main replacement in 1800 N and a section of 2000 W. We will need funding for whenever these State controlled road projects are instituted in the future.

### **SEWER**

Continuing maintenance of the sewer collection and land drain lines is part of this Fiscal Year’s budget. No additional fee increase is required for North Davis Sewer District this year.

### **STORM DRAIN**

Planned projects include: new pipe on 2200 N (730 W to 700 W); Powerline Park Easement (2/3 of cost); improvements at 1600 N and 2700 W; and improvements on 1200 N & 1225 N (700 W to 575 W)

### **SOLID WASTE**

Robinson Collection Services provides the solid waste collection for the City. Their contract expires June 30, 2022. Clean-up days are planned for the Spring and the Fall. Also, our four community trailers continue to be heavily used by our residents about 8 months of the year.

### **CAPITAL PROJECTS**

Purchase of the 4 acre future park in the Monarch Meadows subdivision and a perpetual easement over Powerline Park are scheduled for the new fiscal year. A restroom at the Pond and added landscaping and parking at the Recreation Building area are park improvements scheduled for FY 18-19. Also the expansion at the Cemetery continues.

The Council asked for Mr. Cluff to add \$2,000 for some trees to Kestrel Park and \$1500 for a bench.

### **CEMETERY PERPETUAL CARE FUND**

This is a trust-like account, with the intent that sometime in the future interest from the account’s principal will annually cover the costs of Cemetery maintenance. The funds are being held in the State Pool account. The fund balance as of March 31, 2018 is \$523,398. No transfers are anticipated from this fund for this fiscal year.

### **STREET PROJECTS**

- Sun Ray Subdivision
- Sun Ray 1300 West
- 630 W - 1800 N to 2300 N
- Northview Subdivision
- 2200 N @ Well Site area
- City Shop
- Round-a-bout - 1000 W/1300 N
- Concrete work 2019-20 projects
- 2300 N - Cape Seal (½ cost)
- 1300 N - Cape Seal (½ cost)
- 2300 N - RR to 1000 W (½ cost)

	<p>1800 N &amp; 3000 W Turn Lanes (1/2 cost)</p> <p>The Council expressed appreciation to the Public Works Department and Bryce Wilcox of JUB Engineers.</p> <p>Councilmember K. Peterson said now that the civic buildings are ten years old it may be time to start setting money aside for city building maintenance.</p> <p><b><u>RDA</u></b> Normal maintenance costs are included in the budget.</p> <p><b><u>SSSSD</u></b> There are no increases included from the North Davis Sewer District this year.</p> <p><b><u>CITY MANAGER</u></b> The budget includes a 2% cost of living increase as well as a 2% merit step increase for employees. The cost of the benefits will not increase in 2018-19 due to City employee and family low usage costs during the past year. The Council expressed appreciation to Mr. Cluff for the great job he did on this budget.</p> <p><b><u>CITY COUNCIL</u></b> Mayor Adams asked the Council to discuss the potential for a monthly increase for the Mayor and City Council members. He explained that the City Council has not received a raise in over 16 years. A study was completed over a year ago that showed the Clinton City Council was one of the lowest paid in County. He feels it is necessary to raise the monthly fee now not only for the current Council but on behalf of future Council Members as well.</p> <p>The Council discussed the issue at length; they all agreed this is a difficult issue, but they do have a duty to consider it for future Council Members. They agreed it should be tied with the employee benefits.</p> <p><b>Councilmember Stanton moved to increase the Mayor to \$1100.00 a month and the City Council to \$550.00 a month with an annual COLA increase tied with the employees. Councilmember Patterson seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, no; Councilmember Patterson, aye; Councilmember Stanton, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye. Motion carries 4 to 1.</b></p>
<p><b>CONCLUSION</b></p>	<p><b>Councilmember M. Petersen moved to tentatively adopt the Tentative Budget and set a public hearing to adopt the Tentative Budget on May 8, 2108. Councilmember K. Peterson seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Patterson, aye; Councilmember Stanton, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye.</b></p>
<p><b>ADJOURN</b></p>	<p><b>Councilmember Stanton moved to adjourn. Councilmember Patterson seconded the motion. Councilmember's K. Peterson, Patterson, M. Petersen, Stanton and Mitchell all voted in favor. The meeting adjourned at 9:46 p.m.</b></p>