

1 **Minutes of the North Logan City**
2 **City Council**
3 **Held on May 7, 2008**
4 **At the North Logan City Library, North Logan, Utah**
5
6
7

8 Council Budget Discussion - General discussion of entire FY2009 budget.²

9 Jeff Jorgensen referred to the documents he gave to the City Council to review, and explained
10 some of the information he used in putting this "Master Budget" together. He further described
11 the various departments and expenses, and the reasoning behind some of the proposed
12 changes, including the potential changes with the Parks and Recreation, and Water Treatment
13 Plant areas. The City Council discussed at length the potential employee changes with the Parks
14 and Recreation position, including the possibility of moving Terrel Huppi to a new position as the
15 Water Treatment Plant Supervisor. Elaine Nelson expressed her concerns that the increase in
16 salaries for the Police Department seems rather high. Steve Soulier explained the reasoning
17 behind increasing their salaries; particularly with the level one police officers, in trying to
18 accelerate their salaries in their first five years when their training is the most intensive; and the
19 city's investment in those officers is the greatest. He said currently, our city is underpaying them
20 considerably; especially when compared to what officers receive in Logan, Smithfield, and the
21 other surrounding cities. He said because of this, North Logan City trains them; but some of the
22 officers end up leaving for Logan and other cities because they can earn more money. Elaine
23 Nelson commented that she thought that a large portion of funds listed in the salary category is in
24 fact for Chief Hawkes' salary. Jeff and Steve explained that that was incorrect.

25 The City Council continued to discuss the potential Parks and Rec, and Water Treatment plant
26 employee changes. Elaine Nelson said it is important to consider what kinds of programs we
27 want to offer our citizens in the future in this area, such as concerts in the parks, dances,
28 activities for senior citizens, etc. She said when surveys are taken, the citizen interest in doing
29 these kinds of programs as a community, is very strong; and that the city really needs to look at
30 providing these types of things for our residents.

31 Mayor Watkins said he is convinced that Terrel Huppi needs to be working for the water
32 production area exclusively, to which Al Moser agreed; and further explained some of his
33 reasoning behind this. Al said that issues of water are of high priority and need to be taken care
34 of, and that there needs to be someone managing this closely.

35 Lloyd Berentzen said he feels it is also important however that the parks and rec department
36 doesn't get "dropped" on the priority list. Lloyd said he had asked Brett Daniels if he felt that his
37 job had expanded over the years, to require duties beyond the job responsibilities. Brett briefly
38 explained some of the ways that it has and the work he and his wife do with the Pumpkin Walk,
39 the 24th of July celebration and the associated float, as well as the various sports activities. Jeff
40 also mentioned that Brett is also now involved in all of the RAPZ projects including obtaining
41 funds; and has also become very involved with trails as well as being on those committees; as
42 well as other functions; all of which Jeff said is outside of what he was originally hired to do.

43 Elaine Nelson mentioned the possibility of introducing "new" programs such as volleyball
44 tournaments, tennis tournaments, etc. Jeff agreed and further explained why he felt having a
45 parks and rec person to focus on these types of things would be beneficial.

46 Brett said there is a need in the parks area that has not been addressed for a long time. He said
47 the parks, especially Elk Ridge Park, have come a long way because of the funds that have been
48 obtained through the county and RAPZ, and the hard work done by people like John Beyer and
49 Terrel Huppi. He said in the [roughly] fourteen years he has worked for North Logan in this
50 capacity, the rec programs have grown; but for them to grow further is going to take making it a
51 priority and an increase in funds. He went on to describe the vast difference in available funds for
52 these programs for North Logan vs. Smithfield, for instance. He further commented on the
53 potential positional changes for parks and rec, and the water treatment areas.

54 Jeff and the City Council continued to discuss the potential changes for the parks and rec
55 department, the water treatment area, and the accounting and recorder positions, at length.
56 Lloyd Berentzen said we should not question too much, nor be too punitive with the administrative
57 functions; and that the City Council needs to rely heavily on the administration's
58 recommendations. He said he feels there is a lot to do, and that the city is not "top heavy"
59 administratively in terms of all the requirements currently being placed on the city.
60 Both Mayor Watkins and Lloyd Berentzen commented that they feel that five months overlap is
61 too much time for the transition person for Tom Northenor's position. Jeff said he could change
62 the budget to include only a two month period, but with the accounts payable person hired in July.
63 He and the City Council agreed that he would revise the budget reflecting this change.
64 Jeff discussed the need for a part time custodian helper, and gave the reasoning behind the need
65 for this position. The City Council supported this idea.
66 Jeff also discussed the need for a firefighter/EMS position which is currently an unfunded position
67 on the discretionary list. Elaine Nelson asked if it was really appropriate that all of the funds for
68 the Police Department's financial changes be made in one year; and the members of the City
69 Council who are on the police committee said the police department laid out a very good plan,
70 and that they fully support their plan. Elaine Nelson said she feels the budget for the Police
71 Department is high, and that perhaps Hyde Park should give more. Mayor Watkins said, per the
72 inquiry of the council, he feels that their plan is exactly appropriate.

73
74

75 The regular part of the City Council meeting was called to order by Mayor Watkins at 6:40 p.m.

76

77 Council members present were: Lloyd Berentzen, Al Moser, Steve Soulier and Elaine Nelson.
78 (Kevin Dustin was excused).

79

80 Others present were: Bob Bayn, Ace Beorchia, Lindee McKinley, Kynzie Thorpe, Amy Nguyen,
81 Jim Huska, Kay Gilgen, Jon Keller, Marcus Lichfield, John Italasano, Kim Arnell, Brett Daniels,
82 Cordell Batt, Lydia Embry, John Beyer, Marta de Berard, Jeff Jorgensen and Marie Wilhelm.

83

84 The Pledge of Allegiance was led by Mayor Watkins.

85 An invocation was given by Steve Soulier.

86

87 **Adoption of Agenda**

88 *Steve Soulier made a motion to adopt the agenda as presented. Al Moser seconded the motion.*
89 *A vote was called and the motion passed unanimously.*

90

91 **Approval and Follow-up of Minutes of April 2, 2008 and April 16, 2008**¹

92

93 City Council Meeting Minutes for April 2, 2008

94 Elaine Nelson asked to have a line struck from the minutes that was unrelated to a discussion on
95 a particular item.

96

97 *Steve Soulier made a motion to approve the minutes as amended. Elaine Nelson seconded the*
98 *motion. A vote was called and the motion passed unanimously.*

99

100 Re-Development Agency (RDA) Minutes for April 2, 2008

101 *Lloyd Berentzen made a motion to approve the minutes as presented. Elaine Nelson seconded*
102 *the motion. A vote was called and the motion passed unanimously.*

103

104 City Council Meeting Minutes for April 16, 2008

105 Not available for review at this time.

106

107

108 **Follow-up**^{*1}

109 Lloyd Berentzen asked Jeff whether the subdivision plan had come through [for the Haslam
110 property] after the City Council had approved the zoning change. Jeff explained that the
111 developers are still working on their development plan and have not yet submitted it.

112

113 **Review of Action Items**

114 Nothing at this time.

115

116 **New Business**

117 Open Public Input Forum (Citizens are invited to schedule one of two five-minute times through
118 the City Recorder).^{*1}

119

120 Bob Bayne – Bicycle Education Training Program

121 Bob Bayne presented information regarding a Bicycle Education Training program that would be
122 taking place the following weekend; and said that sign up for this program is at the North Logan
123 Police Station for anyone interested. Lloyd Berentzen asked if this program was similar to one
124 held previously at Adam's Park. Mr. Bayne said it was a different program; and further explained
125 that this program was about bike safety rather than about actually riding.

126

127 Kay Gilgen

128 Kay Gilgen referred to a map he gave to the City Council showing some property that he owns;
129 and said that he discovered that the city does not understand that he owns a 16-foot right of way
130 running from Wildercrest subdivision to the canal, which he said is 2300 North (and he further
131 pointed this out on the map). He said when his grandfather homesteaded the 80 acres where
132 Wildercrest is located; it was and has been an access for him along the upper part of the canal, to
133 get to a private lane of his. He said he doesn't know if the developers understand that his access
134 to his private lane will be running through the backyards of the properties along that area. He is
135 concerned that the Planning Commission understand what the situation is, when the development
136 plans come through for this area. He also discussed forty acres he owns to the east of that; and
137 that there is only a little less than half of that, that is likely developable; that most of it is
138 mountains. He also mentioned an easement/right-of-way that he owns that comes over the top of
139 that hill and down the side, which he said is twenty feet, where King Park is located; and that it
140 may become a road someday. He further discussed his concerns about access to his property,
141 both for himself, as well as emergency vehicles and the like; and that this situation needs to be
142 worked out.

143

144 Mayor Watkins said the city would review the situation.

145

146 Steve Soulier asked if the rights-of-way that Mr. Gilgen discussed were recorded; and Mr. Gilgen
147 said they were. Mr. Gilgen also mentioned the steepness of the slope and said he does not see
148 where or how the city will match a trail like the one for the Wildercrest subdivision.

149

150 Consider an ordinance adopting proposed revisions to the City Center Community Development
151 Project Area Plan.^{*3}

152 Jeff Jorgensen presented the ordinance and briefly reminded the City Council of the reasons for
153 the revisions, as discussed at the last meeting; and read the ordinance out loud.

154 Lloyd Berentzen suggested changing the word "will" to "may", to which the council agreed.

155

156 *Steve Soulier made a motion to approve the ordinance as amended at this meeting. Lloyd*
157 *Berentzen seconded the motion. A vote was called and the motion passed with three in favor*
158 *(Lloyd Berentzen, Al Moser and Steve Soulier) and one opposed (Elaine Nelson).*

159

160

161 Consider an ordinance for proposed changes to the city's subdivision ordinance. The proposed
162 change will modify the process for review of subdivision concept plans and development plans
163 giving city staff more time for analyzing the proposals.^{*3}

164 Jeff Jorgensen explained the ordinance, and said that it essentially stops the city from having to
165 rush through the approval process. Steve Soulier said, per a previous concern Al Moser raised,
166 that there needs to be assurance that the city will not take too long in reviewing these plans. Al
167 Moser and Steve Soulier discussed putting a time limitation on how long the city staff can take in
168 reviewing the plans.

169 Jeff Jorgensen discussed including additional language to the first page that states that the city
170 has 30 days to review the submission for accuracy or completion; and then the time starts again
171 for the turn-around. Jeff said the same thing can be required for the development plan part of the
172 ordinance, to which the City Council agreed.

173 Mayor Watkins also suggested giving the developers something in writing explaining to them
174 what is expected of them, and outlining the process.

175

176 *Al Moser made a motion to approve the ordinance as amended. Elaine Nelson seconded the*
177 *motion. A vote was called and the motion passed unanimously.*

178

179 Consider for approval, a proposed Corridor Agreement among UDOT, Logan City, and Cache
180 County for SR-252 (1000 West and 2500 North)^{*3}

181 Jeff said there is a process when a road is being considered for development, and that, basically,
182 the process can be shortened if the entities along that road can come to an agreement on that
183 plan. He further discussed some of the details of the situation, including the potential placement
184 of lights.

185

186 *Al Moser made a motion to approve the proposed Corridor Agreement. Elaine Nelson seconded*
187 *the motion. A vote was called and the motion passed unanimously.*

188

189 Mayor Watkins also mentioned a meeting he had with a UDOT Engineer, Daryn Gersh; and that
190 he is continuing to go to all of the UDOT meetings. He said he discussed with Daryn the fact that
191 the city is developing 200 West, which he said UDOT was not aware of. He also discussed that
192 he put a bid in for traffic signals with them, specifically one for 3100 North at Main Street. He
193 further discussed various related issues.

194

195 Declare seven city vehicles as excess and available for sale.^{*1}

196 Elaine Nelson asked if there is a new vehicle in the budget for the GIS person; and Jeff said that
197 there was, to which Elaine Nelson asked why that person could not use the Crown Victoria
198 [currently owned by the city]. Jeff explained the need for this person to have a vehicle large
199 enough to carry his equipment needed for the job, including surveying equipment. Per a question
200 from council, Jeff explained that the vehicles are listed in the paper and are sold via a bidding
201 process, which he went on to explain.

202

203 *Steve Soulier made a motion to declare the vehicles listed on the 2008 Vehicles Surplus list as*
204 *being surplus. Al Moser seconded the motion. A vote was called and the motion passed*
205 *unanimously.*

206

207 Consider appointment of individuals to serve on the Planning Commission.^{*1}

208 *Al Moser made a motion to approve Bob Balling as a member of the Planning Commission [for a*
209 *three year term, per Mayor Watkins]. Steve Soulier seconded the motion. A vote was called and*
210 *the motion passed unanimously.*

211

212 *Steve Soulier moved to approve Frank Prince to serve as an alternate member on the Planning*
213 *Commission. Al Moser seconded the motion. A vote was called and the motion passed*
214 *unanimously.*

215

216 BUDGET WORKSHOP – Continued discussion of entire FY2009 budget.^{*2}

217 Mayor Watkins referred to a document he gave to the City Council regarding a grant for a trail,
218 and said he was hopeful that the City Council would approve budgeting for this item. Elaine
219 Nelson said she was in favor of it. He briefly discussed the issue with Marta DeBerard who was
220 in attendance at the meeting. Steve Soulier thanked Marta for all of her efforts.

221
222 Jeff Jorgensen further discussed discretionary funding items.

223 Mayor Watkins discussed the area of the budget regarding revenues. He discussed the reduction
224 of the energy sales and use tax, which will reduce the revenue stream by roughly \$60K. He also
225 discussed maintaining the tax rate at the same rate as the prior year, which is technically a tax
226 rate increase. He said that any increase could be reserved in the capitol account; and further
227 discussed the pros and cons of doing this; e.g., raising the tax rate to what the certified rate is.
228 He said doing so would yield an increase to the city of \$100K. He said that if we take no action,
229 the city will be in same position financially next year, as we are currently this year. Lloyd
230 Berentzen commented that this is not really an increase in the tax rate, but in the actual dollar
231 amount. The “truth in taxation” process was discussed, and the various situations that occur
232 because of that process. Mayor Watkins, Jeff and the City Council discussed this at length.
233 Lloyd mentioned that property assessments may in fact go down this year; and that the city
234 should be careful in assuming that they are definitely going to get more money this year.

235 The City Council further discussed various items within the budget, and the potential needs, as
236 well as the prioritizing of those needs.

237 Elaine Nelson said her main concern about the budget is that there is money funded for water
238 and sewer for 200 East; and said she does not feel that should be done until the project is
239 approved. Jeff discussed the status of that project. Elaine said she would rather like to see funds
240 used for areas where residents actually reside first, and then set aside money for “future”
241 projects. Jeff further explained the situation.

242 Steve Soulier thanked Jeff Jorgensen for all of the extensive work he had done on the budget, as
243 well as the department heads’ efforts.

244 Jeff discussed some formatting issues with Lloyd Berentzen. Lloyd asked to have a column
245 which included a running line of totals; and Al Moser and Steve Soulier asked if they could
246 receive the budget electronically; which Jeff said he could do.

247 The City Council continued to discuss various expenses within the budget, at length.

248 Mayor Watkins discussed potentially placing round-abouts in two locations, and asked the council
249 how they felt about funding one this year, and one next year. The City Council discussed various
250 points concerning this. They discussed that round-abouts are more expensive than standard
251 road designs.

252 Jeff said he would like to pass a tentative budget in June and then the final budget will be done in
253 August.

254
255 Reports from city officers, boards, and committees^{*1}

256 Lloyd Berentzen referred to the bids for health insurance and discussed it briefly. Jeff Jorgensen
257 said they’ve received some proposals; and will continue to look, as they feel that the ones they
258 received could be better.

259
260 Mayor Watkins discussed the status of the development of 200 East and said the city is in the
261 process of approving the criteria for “scoring”, and that the project is moving ahead fairly quickly.
262 He said the target date for submissions is July 1st; but he would like North Logan City’s to be in
263 first, by June 1. He further described the process, as well how the financial aspect of it will be
264 handled. He said the other project being submitted is for 3100 North, and that North Logan City
265 will submit the one for 3100 North on behalf of Hyde Park; which Mayor Watkins discussed with
266 Mayor Dave Kooyman of Hyde Park.

267
268 Mayor Watkins discussed the potential county-wide library system. He said Jay Monson will be
269 coming out to address the North Logan Library Board on this issue in the near future. Steve

270 Soulier said that Mayor Watkins developed a very positive proposal on how this could be
271 handled, and said that he would like to see the council come out in support of Mayor Watkins's
272 proposal, via a resolution. He briefly discussed the proposal. Lloyd Berentzen said he spoke
273 with Lynn Lemon, who suggested putting something about this on a "survey" type of ballot, in
274 order to determine whether or not the citizens are for or against this issue.

275
276

277 *Lloyd Berentzen made a motion to adjourn the meeting. Elaine Nelson seconded the motion. A*
278 *vote was called and the motion passed unanimously.*

279

280 The meeting adjourned at: 8:24p.m.

281

282

283 Approved by City Council:

June 4, 2008

284

285

286 Transcribed by: Marie Wilhelm

287

288 Recorded by:

Jeff Jorgensen/City Recorder

289

290

291

292

293 * Due to the fact that there is other documentation related to this agenda item that may not be included in the official
294 minutes of this meeting, the following repositories, cross referenced to applicable agenda items within these minutes, shall
295 indicate where additional documentation can be found for future reference for that agenda item:

296

297

298

299

1. Annual City Council meeting binders in the Office of the City Recorder
2. Budget folders in the Office of the City Recorder
3. Special Project folders in the Office of the City Administrator
4. Subdivision Folders in the Office in the City Engineer