

1 **Minutes of the North Logan City**  
2 **City Council**  
3 **Held on March 18, 2009**  
4 **At the North Logan City Library, North Logan, Utah**  
5  
6  
7

8 The meeting was called to order by Mayor Watkins at 6:00 p.m.

9  
10 Council members present were: Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier, Elaine  
11 Nelson, and Mayor Watkins.

12  
13 Others present were: Cheryl Fulmer, Russell Goodwin, Lydia Embry, Marcia Cheney, John  
14 Italdasano, Craig Humphreys, Alan Luce, Chief Kim Hawkes, Peggy Giles, Jon Keller, Kim Arnell,  
15 Jeff Jorgensen, Scott Bennett, and Kim Weis.

16  
17  
18 The Pledge of Allegiance was led by Lloyd Berentzen.  
19 An invocation was given by Kevin Dustin.

20  
21 **Adoption of Agenda**

22 *Lloyd Berentzen made a motion to approve the agenda. Steve Soulier seconded the motion. A*  
23 *vote was called and the motion passed unanimously with Kevin Dustin, Lloyd Berentzen, Al*  
24 *Moser, Steve Soulier and Elaine Nelson voting in favor.*

25  
26 **Approval and Follow-up of Minutes for March 4th, 2009 City Council Meeting**

27 *Lloyd Berentzen made a motion to approve minutes of March 4, 2009 with line 176 reflecting the*  
28 *word energy inserted before sales and use tax. Al Moser seconded the motion. A vote was*  
29 *called and the motion passed unanimously with Lloyd Berentzen, Kevin Dustin, Al Moser, Elaine*  
30 *Nelson, and Steve Soulier voting in favor.*

31  
32 **Follow-up**

33 None at this time.

34  
35 **Review of Action Items**

36 Jeff Jorgensen reported that the nuisance issues listed on the action items have been updated.

37  
38 **New Business** #1

39 **Receive presentations on next year's budget proposals from police, fire, library, and planning**  
40 **departments**

41 Marcia Cheney discussed the library's budget proposal. There are three items that are unfunded  
42 that she would like to fund once the economy turns around. They are: a part-time employee to  
43 be in charge of programming (children, young adult, and adult), additional shelving in children's  
44 and young adult area, and increasing library hours. A new computer system has been installed  
45 for online cataloging from the current budget. There will be ongoing yearly charges and \$20,180  
46 has been included in the budget proposal for the first year's service fee. Monies have been  
47 allocated for travel and dues as twenty hours of continued education is required to remain  
48 certified with the State. Travel may be restricted to the state of Utah to reduce costs for training.  
49 Jeff Jorgensen mentioned that there is no longer any bond reserve needed for the library fund  
50 since the bond was re-done. Kevin Dustin asked about the figure for the Thorne Endowment and  
51 Jeff Jorgensen mentioned that a figure would be forthcoming in about a month. Wages will be  
52 frozen. There should be an increase in health benefits costs somewhere between 3% - 8%.

53  
54 Chief Kim Hawkes discussed the police department's budget proposal. His department has been  
55 asked to be frugal with the remainder of the year and spoke of different areas that he will cut to

56 meet that request. Ever since Chief Hawkes joined the City in 1993 the City has tracked the  
57 number of calls for service. The numbers have increased in volume of over double in the past  
58 decade. The budget submitted has gone before the law enforcement committee. Several  
59 highlights are: Federal stimulus may provide monies into a COPS grant program. The program  
60 is not new, but the commitment is different. In the past cities have had to allocate matching  
61 funds. This round will allow 100% of salary and benefits for three years without any city match.  
62 The committee asked Chief Hawkes to apply for the COPS grant with further discussion needed  
63 regarding the level of commitment to those positions after the three years is up. The new hire  
64 would need council approval. The Police Department is in need of another officer based on their  
65 growth.

66  
67 There is a wage freeze in the proposed budget Chief Hawkes presented with health benefits  
68 costs increasing by 8% as recommended. The reserve weekend hours reflect a reduction of  
69 eight hours a weekend from 14,467 hours to 8,200 hours in anticipation of a new officer being  
70 hired. The hours will be added back in if a full-time officer is not hired. The salary area may  
71 increase a little for the crossing guards because one of the stations will be manned by a higher  
72 paid crossing guard for two hours a day rather than two one-hour per day employees. The  
73 materials and supplies area was looked at and they were able to trim the training budget from  
74 \$12,000 to \$5,000 due to a daily training bulletin online program being developed for the officers  
75 to use toward their 40 hours per officer per year requirement. Supplies and equipment that were  
76 under \$3,000 were taken from the Special Public Safety Supplies category and moved over to the  
77 unfunded category. There is a slight decrease in the uniform allowance and there may be more  
78 of a decrease if a new officer is not hired. Even though cuts have been made over various  
79 categories, the overall budget has increased due to administrative allocation of overhead  
80 expenses of \$39,680 being added to the NPPD budget. Lloyd Berentzen asked administration to  
81 check with the auditor to see if the administrative expenses are acceptable charges under GASB.  
82 Chief Hawkes stated that a fair approach should be taken to distribute the administrative  
83 expenses across all departments. He reduced nearly \$32,000 out of discretionary funds to try to  
84 lower the bottom line cost of his department.

85  
86 Chief Hawkes reported that ammunition costs are going to rise even higher with the new  
87 presidential administration. The Federal government has made some changes to ammunition  
88 that will drive the cost of brass up. Although the police department does not use reloaded  
89 ammunition, if the public is not able to use reloads then the price of factory loaded ammunition  
90 will go up. The budget does reflect a vehicle replacement. Chrysler is discontinuing the Durango  
91 and state bids which have been historically low have gone up \$3,000 to \$5,000. There is an  
92 unfunded section of the budget which includes stop sticks, hand held radar, software, etc. Elaine  
93 Nelson asked if Chief Hawkes and the safety committee thought the formula for shared services  
94 with Hyde Park is fair. Chief Kim Hawkes stated that it is fair. Lloyd Berentzen said he is  
95 interested in seeing comparison of the proportion number of calls versus the number of full time  
96 employees over the past decade. He's also interested in seeing the amount of time given each  
97 call to get a good picture of the number of officers needed. Al Moser stated that the number of  
98 reserve officers may be different now than it was a decade ago. The City has six reserve officers  
99 and all but one is employed and has a genuine interest in law enforcement. Chief Hawkes is  
100 working a case right now where the cell phone companies have been subpoenaed and are  
101 awaiting the records.

102  
103 Chief Keller discussed the fire department's budget. Call volume has actually gone down  
104 compared to last year, however last year was the highest volume ever. Most calls come in during  
105 the day and are of all types. The calls seem to be fairly balanced between fire and EMS calls.  
106 He would like to hire another fireman when the budget will afford it. His proposed budget has  
107 cuts in most areas except for equipment, which has a \$2,250 increase to allow for rise in costs.  
108 Chief Keller asked the City to set some money aside into the restricted fund to purchase a vehicle  
109 some time in the future. Steve Soulier asked if there was any Federal grant money for the fire  
110 department similar to the COPS program for the police department. Chief Keller explained that  
111 there is a Fire Act Grant to get the exhaust system, however he has not been successful in

112 receiving grant money in the past. He is now working with a grant writer. He cautioned the  
 113 Council that other fire agencies are returning the grant monies because they do not have the  
 114 monies to honor their commitment. He has applied for the Safer Grant which is a three year non-  
 115 fund commitment grant. Lloyd Berentzen asked if there was a contingency fund set aside for the  
 116 fire department? Jeff Jorgensen explained that the City has used monies to pay off capital  
 117 equipment such as the ladder and should continue to allocate the same amount for future capital  
 118 equipment. Chief Keller saw no problem with putting monies in a restricted fund for future use.  
 119 Training was discussed as Chief Keller explained that the City's firefighters are very dedicated in  
 120 their certification with a total of 156 certificates for 31 firemen. Since most are certified in more  
 121 than one area they are able to answer a whole host of different types of emergency calls. Some  
 122 firefighters gave up their spring break and trained from 8:00 am to 10:00 pm. Craig Humphreys  
 123 performs fire building inspections for 235 businesses, including construction inspections. Craig  
 124 Humphreys has also developed maps using CAD that shows elevators, nearest hydrant, etc. The  
 125 data is provided to business owners so they can use it in their own emergency plan. Each  
 126 vehicle is equipped with CAD and the data on the zip drives have been useful.

127  
 128 Cordell Batt discussed the planning department budget. The Planning Commission budget is  
 129 pretty much a set amount and also includes City attorney fees. After talking with the Mayor,  
 130 Cordell added \$2,000 to surveying to allow feedback to ensure that the City is on track with the  
 131 community's needs and wants. The proposed budget has been scaled back by 8% from the prior  
 132 year. Steve Soulier asked about the financial impact the upcoming federal census would have on  
 133 the planning department's budget. Jeff Jorgensen explained that the census is done through the  
 134 recorder's office not planning. Mayor Watkins stated that a strategic plan is developed out of the  
 135 Envision process. About five years ago, the last time a survey was done, the University did a  
 136 statistical analysis that cost around \$1,500. A survey should be done every two to three years.

137  
 138 Cordell stated that the general plan needed to be looked at, including land use codes, and areas  
 139 that are unclear will need new resolutions and ordinances. Some examples of unclear things are:  
 140 1) what is an accessory building and how is that handled? 2) what is a detached accessory  
 141 building? and 3) the street tree ordinance needs to be completed. The Planning Commission will  
 142 be discussing the draft Transportation Element of the North Logan City General Plan at an April  
 143 1<sup>st</sup> workshop.

144  
 145 Consider a proposed ordinance associated resolution that would make dog/cat licenses valid  
 146 through the period when the animal's rabies vaccine is valid. Doing so would typically make a  
 147 dog/cat license valid for three years rather than one.

148 *Steve Soulier made a motion to adopt Ordinance 09-03, Amendments to Title 16-301 – Animal*  
 149 *Control Ordinance as presented. Al Moser seconded the motion.*

150 *Adopted by a roll call vote as follows:*

151 *Ayes: Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier, and Elaine Nelson.*

152 *Nays: None*

153 *MOTION CARRIED 5-0*

154

155 *Steve Soulier made a motion to adopt as written Resolution 09-05, A Resolution Changing the*  
 156 *Master Fee Schedule to Change the Fees for Dog and Cat Licenses in North Logan City. Al*  
 157 *Moser seconded the motion.*

158 *Adopted by a roll call vote as follows:*

159 *Ayes: Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier, and Elaine Nelson.*

160 *Nays: None*

161 *MOTION CARRIED 5-0*

162

163 Consider a proposed resolution authorizing the establishment of an interlocal cooperation  
 164 agreement between North Logan and Logan City providing for the joint use of the two cities'  
 165 libraries.

166 Steve Soulier informed the Council that the resolution was presented to the Library Board and  
 167 they gave their approval.

168 Steve Soulier made a motion to adopt as written Resolution 09-06, North Logan City Council  
169 recommends that the City of North Logan proceed as rapidly as possible to establish an Interlocal  
170 Cooperation Agreement with the City of Logan.

171 Adopted by a roll call vote as follows:

172 Ayes: Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier, and Elaine Nelson.

173 Nays: None

174 MOTION CARRIED 5-0

175

176 Declare a proposed list of city vehicles and equipment as excess.

177 Mayor Watkins asked for a motion to declare a proposed list of city vehicles as excess.

178 Elaine Nelson made a motion to declare a proposed list of city vehicles as excess. Kevin Dustin  
179 seconded the motion. A vote was called and the motion passed unanimously with Kevin Dustin,  
180 Lloyd Berentzen, Al Moser, Steve Soulier and Elaine Nelson voting in favor.

181

182 Reports from city officers, boards, and committees #1

183 Alan Luce was able to order a large number of trees from a distributor in Oregon. The trees were  
184 a donation but the City will have to pay the shipping when they arrive in two weeks. It is critical to  
185 receive them before they "leaf" out. The varieties include autumn flame, maples, lindon, austrian  
186 pines, scotch pines, blue spruce, etc. They will be housed temporarily in a temporary nursery  
187 and be planted around Arbor Day. Much of the planting will be done by the scouts, service  
188 groups, college graduate programs, etc. The excess trees of nearly 150 will be given to the  
189 public for a donation to the City to equal the cost of shipping of the tree. The Council suggested  
190 growing some trees at the cemetery. Some ornamental trees have been selected for specific  
191 sections of the cemetery. However, if there are excess trees they will plant them along the edges  
192 of the cemetery and near the road. Ornamental trees have been selected for a specific section of  
193 cemetery and as replacements for trees injured by deer. Mayor Watkins had received the lead  
194 for this program, but the program may not be available next year. It just depends on the  
195 program's relationship with the IRS. Mayor Watkins stated that if the program is available next  
196 year the City will be at the top of the list of recipients and would look forward to obtaining more  
197 trees to use along 200 East. Alan Luce checked with other areas in Utah, such as, American  
198 Fork, and they've purchased 100 – 150 trees for past four to five years and the trees have grown  
199 wonderfully and the program has worked for them.

200

201 Jeff Jorgensen reported that the GIS/Engineering Tech position is moving forward. The City will  
202 partner with Landmark Engineers and share one of their full time employees such that North  
203 Logan gets about 20 hours a week. Jeff reported that Landmark Engineers are now talking with  
204 nearby cities such as, Nibley, Smithfield, Hyde Park, etc., to do a similar thing. Jeff stated that it  
205 was a win for the City plus it allows for NLC to have a part-time person and allows that person to  
206 remain employed full-time for Landmark.

207

208 Elaine Nelson pointed out that her figures of being \$500,000 in deficit is not too far off since the  
209 budget reflects a \$300,000 deficit and she suggested the Council to keep an eye on the dwindling  
210 amount.

211

212 Kevin Dustin asked when yard waste recycling was going to begin. Peggy Giles reported that  
213 bins will be delivered this week.

214

215 Executive Session to consider the purchase of real property. (Closed)

216 Steve Soulier made a motion to close the meeting and go into executive session for the purpose  
217 of considering a possible real estate transaction. Al Moser seconded the motion. A vote was  
218 called and the motion passed unanimously with Kevin Dustin, Lloyd Berentzen, Al Moser, Steve  
219 Soulier and Elaine Nelson voting in favor. This occurred at 7:14pm.

220

221 Minutes for this under separate cover.

222

223 Steve Soulier made a motion to end the Executive Session and open the regular City Council

224 meeting. Kevin Dustin seconded the motion. A vote was called and the motion passed  
225 unanimously with Kevin Dustin, Lloyd Berentzen, Al Moser, Steve Soulier and Elaine Nelson  
226 voting in favor. This occurred at 7:59pm.

227  
228 The Council asked Jeff Jorgensen to put together some options for dealing with the property  
229 acquisition discussed.

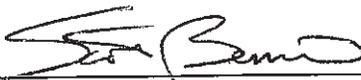
230  
231 Steve Soulier made a motion to adjourn the meeting. Elaine Nelson seconded the motion. A  
232 vote was called and the motion passed unanimously with Kevin Dustin, Lloyd Berentzen, Al  
233 Moser, Steve Soulier and Elaine Nelson voting in favor.

234  
235 The meeting adjourned at: 8:02pm

236  
237  
238 Approved by City Council: April 15, 2009

239  
240 Transcribed by Kim Weis

241  
242  
243 Recorded by

  
\_\_\_\_\_  
Scott Bennett/City Recorder

244  
245  
246