

**Adopted Minutes  
City Council Work/Regular Session  
May 11, 2004**

The meeting was called to order at 5:30 p.m. by Mayor Dale R. Barney.

Elected Officials Present: Mayor Dale R. Barney, and Councilmembers Matt D. Barber, Paul M. Christensen, Everett Kelepolo, Seth V. Sorensen, and Chris C. Wadsworth.

Planning Commission Members Present: Thad Jensen, Ted Scott, Thora Shaw, Del Robbins, and Paul Bradford.

Board of Adjustment Members Present: Brady Jex, Paul Healey, Gary Briggs, and Lynn Leifson.

Staff Members Present: David A. Oyler, City Manager; S. Junior Baker, City Attorney; Richard J. Heap, Engineering/Public Works Director; Kent R. Clark, Finance Director/Recorder; John Bowcut, Information Services Director; Dee Rosenbaum, Public Safety Director; MaryClare Maslyn, Assistant City Manager; Dale Robinson, Parks and Recreation Director; and Connie Swain, Deputy Recorder.

Citizens Present: Janis Nielsen, *Spanish Fork Press*, David Church, and Mike Swallow.

**Annual Land Use Training**

Mr. David Church reviewed the powers and duties of the Planning Commission, the Board of Adjustments, and the City Council. He also reviewed the processes of approval, applying the ordinances, limitations based on the State and Federal Constitution, public clamor vs. public input, notice requirements, public hearing issues, variances, a required General Plan, and carrying out the General Plan or the vision for the city. He also reviewed recent litigation, the standards by which litigation must be based, and gave examples of situations.

Mayor Barney thanked David Church for taking the time to address the Planning Commission, the Board of Adjustments, and the City Council.

*Recess - 6:23 p.m.*

*Reconvene - 6:35 p.m.*

**Bid Tabulations - Dump Truck**

Mr. Heap said the bid tabulation is for the dump truck totaled in a recent train accident. Two of the bids received met the specifications of the bid request. The lowest bid was received from International in the amount of \$88,970. A bid was also received from Peter Built in the amount close to the International in the amount of \$89,151. The Street Department recommends approval of the Peter Built bid due to a window providing a safer view of traffic. Also, the

department currently operates two Peter Built trucks and is familiar with them.

Mayor Barney asked if the bid specified the window.

Mr. Heap said the bid specifications did not request the viewing window.

Mayor Barney said the International bid meets the specifications and the lowest bid should be accepted.

Mr. Heap said a window will be installed in the International truck.

Councilmember Kelepolo asked for the cost to add a window.

Mr. Heap said the window installation will cost approximately \$200.

Councilmember Christensen said the lowest bid was received from International and met the specifications. He agreed with accepting the lowest received.

Mr. Oyler said a purchase order will be issued but will be budgeted in the next fiscal year budget

Councilmember Barber made a **motion** to approve the dump truck bid received from International in the amount of \$88,970. Councilmember Sorensen **seconded** the motion, and the motion **passed** with a unanimous vote.

### **Salary Study**

Councilmember Kelepolo thanked Mr. Swallow for his expertise.

Mr. Mike Swallow reviewed his qualifications, experience, and background followed by a review of the salary study he prepared.

Mayor Barney said there were comments made in the past that the City Manager and Assistant City Manager are paid more than the Governor and Lieutenant Governor. He said if that is the case then there are 51 other cities in the State also making more than the Governor and Lieutenant Governor of the State of Utah.

Mr. Swallow said if the statement is true, the Governor and Lieutenant Governor are obviously underpaid.

Councilmember Wadsworth asked Mr. Swallow if the salaries in the study include benefits.

Mr. Swallow said the paid portion of the study include benefits, insurance, retirement, and other supplemental benefits. The two figures shown represent the total compensation value. He said the focus was placed on the pay range practices.

Councilmember Barber asked Mr. Swallow to clarify the salary percentages.

Mr. Swallow said the percent of salary from the total benefit package is provided.

Councilmember Wadsworth asked if compensation value includes the car allowance.

Mr. Swallow said car allowances were not included in the figures.

Councilmember Wadsworth asked Mr. Swallow why the Assistant City Manger position was compared only to four entities.

Mr. Swallow said only a few number of entities reported having an Assistant City Manager. Other entities may recognize the position under a different title.

Councilmember Kelepolo said a portion of the position may be recognized as a Risk Management Director or a Human Resource Director. However, only a few job titles match the structure and duties of the position.

Councilmember Barber asked why the method is based on the position and not population.

Mr. Swallow said they ignore the population as a factor. It was determined the best comparison is based on the face value of the position.

Councilmember Wadsworth asked who determined to use the position-based comparison.

Mr. Swallow said he solely determined to use the position-based survey. He said there is no perfect way to determine the results and he reviewed the four different methods to base the salary survey on.

Councilmember Wadsworth said if population is not a factor then the City Manger in Levan should make the same as the City Manger of West Valley.

Mr. Swallow said it has been determined that the duties of the position and the market value of the position will prevail when making comparisons.

Councilmember Wadsworth has concerns with the survey technology and he requested access to the data base.

Mr. Swallow said the city has subscribed to the system and two accesses to the system have been provided. The access is limited to provide accurate tracking of changes made and to protect the integrity of the date base.

Councilmember Wadsworth asked if an access with limited data entry can be provided.

Mr. Swallow said they do not have the software providing limited data entry access.

Councilmember Kelepolo asked Mr. Swallow how many pages would be involved if the database was printed.

Mr. Swallow said the whole database will be 200 or 300 pages. He suggested the city councilmembers access the database through the Assistant City Manager's Office.

Councilmember Wadsworth asked why counties are compared with cities.

Mr. Swallow said state, county, and city entities are all part of the local government marketplace.

Councilmember Kelepolo thanked Mr. Swallow for his services.

Mayor Bamey said the information requested was provided and he thanked Mr. Swallow for his service.

Mr. Swallow said one benefit the city council has is a city staff with their hand on the pulse of the city.

Councilmember Wadsworth asked Mr. Swallow concerning the Employer's Handbook.

Mr. Swallow said it is a subscription service and he has not looked at it recently.

Councilmember Wadsworth asked for the next step in the salary study process. He said he has further questions and will address them at the time the budget is discussed.

### **Adjourn to Executive Session**

Councilmember Kelepolo made a **motion** to adjourn from regular session and into the executive session of city council meeting to discuss legal issues. Councilmember Christensen **seconded**, the motion **passed** with a unanimous vote, and the regular session meeting adjourned at 7:10 p.m..

---

Connie Swain, Deputy Recorder

Approved: June 8, 2004