

**Adopted Minutes
Spanish Fork City Council Meeting
May 21, 2013**

Elected Officials Present: Mayor G. Wayne Andersen, Councilmembers Steve Leifson, Rod Dart, Keir A. Scoubes, Richard Davis, Brandon Gordon.

Staff Present: David Oyler, City Manager; Junior Baker, City Attorney; Seth Perrins, Assistant City Manager; Chris Thompson, Public Works Director; Dale Robinson, Parks & Recreation Director; Kent Clark, City Recorder/Finance Director; Steve Adams, Public Safety Director; Angie Warner, Deputy Recorder.

Citizens Present: Clint Davis, Jeffrey Averett, Daniel Martinez, Hunter Morgan, Nathaniel McKellar, Jacob Taylor, Margie Taylor, Chris Salisbury.

CALL TO ORDER, PLEDGE, RECOGNITION:

Mayor Andersen called the meeting to order at 6:00 p.m.

Mayor Andersen thanked the Larsen Elementary 3rd grade for coming to the City Office today. Councilman Gordon led in the pledge of allegiance.

PUBLIC COMMENTS:

None

COUNCIL COMMENTS:

Councilman Scoubes thanked the city staff for coordinating the track meets for the schools.

Councilman Leifson thanked the power department for their quick work during the recent power outage.

Councilman Davis reminded the public that volunteers are needed to help set up the veteran flags and crosses for Memorial Day at the cemetery on Thursday May 23 at 3:00.

Councilman Gordon thanked all that helped with the planting of the planter boxes on Main Street.

Mayor Andersen invited the public to the Memorial Day Tribute on Monday, May 27th at 10:30am and the also there will be the 2nd Annual Ride of Honor for Veterans at the Fairgrounds sponsored by the Diamond Fork Riding Club.

SPANISH FORK 101: Upcoming Construction Projects for 2013 – Chris Thompson

CONSENT ITEMS:

- a. Minutes of Spanish Fork City Council Meeting – May 7, 2013
- b. Powerhouse Road Drain Line 2013 Project, Change Order #2
- c. Utah Division of Forestry, Fire, & State Lands Contract
- d. NRCS Grant Agreement Amendment 6, Deadline Extension for Canyon Work
- e. River Trail Debris & Tree Removal 2012 Phase II, Change Order #1

Councilman Leifson made a **Motion** to **approve** the consent items.

Councilman Dart **Seconded** and the motion **Passed** all in favor.

PUBLIC HEARING:

FY 2013 Budget Revision #2

Kent Clark presented the FY 2013 Budget Revision #2. Mr. Clark highlighted the proposed changes since the last revision in January.

<i>General Fun</i>	<i>Increase</i>	<i>\$525,832</i>
<i>Enterprise Funds</i>	<i>Increase</i>	<i>\$74,425</i>
<i>Miscellaneous Funds</i>	<i>Increase</i>	<i>\$345,505</i>
<i>Total Increase to the Budget</i>		<i>\$945,762</i>

General Fund Highlights:

Expenses

- 1. Fire & Ambulance – personnel costs increase*
- 2. Justice Center – video surveillance system upgrade*
- 3. Special Events – Rodeo expenses*
- 4. Sales Tax Transfer to RDA*

Revenues

- 1. Sales Tax Increase*
- 2. Ambulance Increase*
- 3. Pole Attachment Revenue*
- 4. Rodeo Revenue Increase*

Enterprise Funds Highlights:

- 1. Several Projects were carried from FY2012 to FY2013*
- 2. Several Projects were carried from FY2013 to FY2014*

Miscellaneous Funds:

- 1. B&C Roads Projects were carried forward from FY2012 to FY2013*

Councilman Davis made a **Motion** to move into Public Hearing.

Councilman Scoubes **Seconded** and the motion **Passed** all in favor at 6:23p.m.

Mayor Andersen welcomed public comment

There was none.

Councilman Davis made a **Motion** to move out of Public Hearing.

Councilman Dart **Seconded** and the motion **Passed** all in favor at 6:24p.m.

Councilman Leifson made a **Motion** to **approve** the FY 2013 Budget Revision #2

Councilman Gordon **Seconded** and the motion **Passed** all in favor.

ADJOURN TO REDEVELOPMENT AGENCY:

Councilman Davis made a **Motion** to adjourn out of City Council Meeting and into Redevelopment Agency Meeting.

Councilman Scoubes **Seconded** and the motion **Passed** all in favor at 6:25p.m.

Councilman Leifson made a **Motion** to adjourn Redevelopment Agency meeting and reconvene back to City Council meeting.

Councilman Davis **Seconded** and the motion **Passed** all in favor at 6:27p.m.

NEW BUSINESS:

Resolution #13-05 Amending Definitions in the Spanish Fork City Employee Personnel Policy Manual

Seth Perrins said that staff has made proposed changes to definitions in the personnel policy manual. The purpose for the changes is to meet the new laws of the Affordable Care Act (ACA). Mr. Perrins reviewed the following changes:

1. *The definition of **Temporary Employee** is hereby repealed from §1.04.050 and all references thereto are deleted from the rest of the policy.*

2. *The following terms in §1.04.050, Definitions, are amended or enacted as follows:*

***Benefits Normally Provided** means sick leave, vacation leave, accrued comp time, retirement contributions, and health, dental, and life insurance - with their respective shared costs. Employer contributions for insurance, mandated by state or federal law, are not considered benefits normally provided.*

***Full-time employee** means one who has successfully completed the initial probationary period and is expected to work approximately forty (40) hours per week and approximately 2080 hours per calendar year. Full-time employees receive benefits normally provided by the City and have an expectation of receiving those benefits from the beginning of their employment.*

***Part-time employee** means one who is expected to work no more than 130 hours in any month and less than 1560 hours in a year.*

***Permanent Part-time employee** means one who works a minimum of 1,040 hours and a maximum of 1,560 hours per calendar year, and is eligible to receive benefits at a rate set by the City Manager.*

***Personnel Committee or Committee** means the seven (7) member committee, composed of the mayor, two city council members, the city manager, assistant city manager, and two (2) city employees.*

***Seasonal employee** means one who is expected to work during the specific period or season. The City has two seasons: from March 15 to September 15 and from May 15 to November 15 to meet division personnel needs during the season. Seasonal employees will not work more than 1560 hours during the season. (i.e. swimming pool, golf course, streets, parks, etc.)*

***Variable employee** means an employee whose schedule may be uncertain and erratic from month to month and throughout the year. A variable employee may work more than 130 hours in any given month or for a few consecutive months, however, a variable employee cannot work more than an average of 130 hours each month over the course of an entire year.*

Mr. Perrins stated that there are large penalties if the City does not follow the new ACA laws.

Councilman Dart made a **Motion** to **approve** the Resolution #13-05 Amending Definitions in the

Spanish Fork City Employee Personnel Policy Manual including the correction of adding two seasons to the seasonal employee definition.

Councilman Leifson **Seconded** and the motion **Passed** all in favor with a roll call vote.

Maple Mountain Preliminary Plat Amendment, the proposal involves approving an amended design for a Master Planned Development located at approximately 200 North 1900 East Junior Baker said that this plat was approved a few months ago along with the development agreement. Salisbury realized that to be able to connect a road they had to obtain more land. Salisbury purchased the property and has proposed to split the parcel into two lots. Staff, Development Review Committee and Planning Commission recommends approval of the amended preliminary plat.

Councilman Leifson made a **Motion to approve** the Amended Maple Mountain Preliminary Plat. Councilman Davis **Seconded** and the motion **Passed** all in favor.

Maple Mountain Development Agreement Addendum

Junior Baker said that the preliminary plat that was just presented and approved is the exhibit to this development agreement. Staff has made the changes from the plat to the agreement and recommends approval.

Councilman Dart made a **Motion to approve** the Maple Mountain Development Agreement Addendum.

Councilman Scoubes **Seconded** and the motion **Passed** all in favor.

White Rail Preliminary Plat Reapproval, the proposal involves reapproving a standard subdivision located 900 North State Road 51

Junior Baker said that this plat has expired as per City Code; no changes have been made and only needs reapproval.

Councilman Davis made a **Motion to approve** the White Rail Preliminary Plat Reapproval, the proposal involves reapproving a standard subdivision located 900 North State Road 51.

Councilman Gordon **Seconded** and the motion **Passed** all in favor.

Wright Annexation, it is proposed that the City accept the Wright Annexation for further study. The annexation area is at approximately 1500 West 3300 North

Junior Baker said this is a request for annexation west of the airport. The applicant would like the property zone changed to industrial to create a higher value. Staff, Development Review Committee and Planning Commission recommends accepting the Wright Annexation for further study.

Councilman Scoubes made a **Motion to accept** the Wright Annexation for further study.

Councilman Leifson **Seconded** and the motion **Passed** all in favor.

ADJOURN:

Councilman Dart made a **Motion to adjourn** to discuss legal matters.

Councilman Leifson **Seconded** and the motion **Passed** all in favor at 7:05 p.m.

ADOPTED: June 4, 2013

Angie Warner, Deputy Recorder