

**Adopted Minutes
Spanish Fork City Council Meeting
October 21, 2014**

Elected Officials Present: Mayor Steve Leifson, Councilmembers Rod Dart, Keir A. Scoubes, Richard Davis, Brandon Gordon, Mike Mendenhall.

Staff Present: David Oyler, City Manager; Junior Baker, City Attorney; Seth Perrins, Assistant City Manager; Dave Anderson; Community Development Director; Jered Johnson, Engineering Division Manager; Dale Robinson, Parks & Recreation Director; Kent Clark City Recorder/Finance Director; Steve Adams, Public Safety Director; Angie Warner, Deputy Recorder; Ryan Rhees, Golf Pro.

Citizens Present: Aaron A. Cook, David Bassett, Daniel Jean, Robert Lapray, Kirk Lapray Allen Bohne, Cary Hanks, Cary Robarge, Chet Lemon, Maylee Lemon, James R. Stewart, Richard Smith, Mark Simond, Taylor Billings, Spencer Quain.

5:00pm WORK SESSION:

1. BoardDocs Agenda Software Training

Discussion took place regarding the item(s) listed above; no formal actions are taken in a work session.

6:00pm CALL TO ORDER, PLEDGE, OPENING CEREMONY, RECOGNITION:

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

Motivation/Inspirational Message given by Allen Bohne.
Councilman Gordon led in the pledge of allegiance.

Employee of the Quarter

Seth Perrins asked to table this item to the next council meeting.

PUBLIC COMMENTS:

Cary Hanks Spanish Fork Salem Area Chamber of Commerce invited the City Council to come this Saturday from 1:00pm-3:00pm to hand out candy to the kids for the Main Street Trick-or-Treat. The Scarecrow Contest has had a great turnout and they will announce the winners on Saturday.

COUNCIL COMMENTS:

Councilman Mendenhall reminded the public to come down to the City Office and Early Vote. Early Voting started today and will run until October 31st from 1:00pm to 5:00pm.

Councilman Dart thanked all the volunteers last Saturday for planting the planter boxes on Main Street. Also, the City has created a new mountain bike trail; it may not officially be open yet but will be soon.

Councilman Gordon reminded the public that there are only two weeks left for the farmers market. It is open Saturday from 8:00am-1:00pm. Councilman Gordon explained that there was a lot of interest in the possible relocation of the transfer station and it was going to be discussed

tonight. With meetings that have been had and more to come this item has taken a turn and SUVSWD withdrew their request for the zone change.

Councilman Davis gave an update for the Fiesta Days Committee and the Mt. Nebo Water Agency. He indicated there would be a contract for a different carnival next year for Fiesta Days. Councilman Davis commended the streets department on the progress of repaving streets in Spanish Fork and also thanked the police department.

Mayor Leifson added to Councilman Davis' comment regarding the streets; they have created a great program that others are contacting us to see how we do it. Mayor Leifson encouraged the public to get out and vote. Mayor Leifson said he is going to be participating in the sister city program with a city on Westman Island, Iceland. Spanish Fork has always had close ties to Iceland. It has the largest Icelandic population in the world, outside of Iceland. The president of Iceland came here years ago and rededicated the Icelandic monument in town.

SPANISH FORK 101: Golf Course Review –Dale Robinson & Ryan Rhees

CONSENT ITEMS:

Department Directors gave a brief description of their item(s) listed below.

- a. Minutes of Spanish Fork City Council Meeting – October 7, 2014
- b. Professional Services Agreement with Marshall Railway Consulting
- c. Professional Services Agreement with Hansen, Allen & Luce, Inc.
- d. Morris Jay Thomas Sewer & Trail Easement Agreement

Councilman Gordon made a **Motion** to **approve** the consent items.
Councilman Davis **Seconded** and the motion **Passed** all in favor.

PUBLIC HEARING:

The South Utah Valley Solid Waste District has withdrawn their request for the Zone Change of the property located at approximately 3300 North 1100 West

NEW BUSINESS:

Salary Validation Study

Seth Perrins reviewed that in 2006 the City contracted with the Hay Group for salary studies. There has not been any training since 2006. When a new report is sent to us there is no explanation given, just the percent increases per range. Staff would like more detail in the reports and has found a local company that can provide what we are requesting at half the cost of the Hay Group.

Discussion took place regarding the process before the City contracted with the Hay Group.

Councilman Dart made a **Motion** to **authorize** the Mayor to sign the contract with Personnel Systems & Services.

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

Resolution #14-11 Authorizing the Recreation Director to Execute SFCITYTIX Contracts

Junior Baker explained that with our new arena the City created a ticketing software to benefit our events. As others rent the facility they have the option to use this program for their event. With this resolution it will authorize the recreation director to sign those contracts.

Councilman Davis made a **Motion** to **approve** the Resolution #14-11 Authorizing the Recreation Director to Execute SFCITYTIX Contracts.
Councilman Mendenhall **Seconded** and the motion **Passed** all in favor.

DISCUSSION:

Home Occupation & Retail Sales

Junior Baker reviewed that in 2005 the City Council changed the ordinance so the prohibition of retail sales for home occupations was removed. The current code does not prohibit retail sales but allows no more than two patrons at a time at a home occupation. Mr. Baker would like the City Council to discuss this to see if they want it changed or leave it the way it is.

Mr. Baker gave his recommendation of a change:

-No more than two patrons at a time and no more than 6 times in a day.

Mr. Baker said that if the City limits the numbers it would help with traffic issues in neighborhoods.

Councilman Gordon asked if any fees have changed since 2005.

Mr. Baker said when a customer applies for an application it was \$35 and is now \$40 which is for administration processing. Also, there is another additional fee if a fire inspection is required.

Councilman Davis would like to do more research.

Mr. Baker agreed that if a little more research can be done that it could help with deciding the numbers.

Mayor Leifson asked if this has been an issue.

Mr. Baker said no because the Community Development Office has not been issuing licenses for home retail sales for quite a while.

Mr. Perrins pointed out that there may not be a lot of available information because the business license office understood that you couldn't get a license for retail sales for home occupations.

Councilman Davis asked if there haven't been any complaints since 2005, when it was changed, then should we be taking the time to look into this.

Mr. Baker expressed that this is not an urgent item.

Dave Oyler pointed out this is for retail sales, not services.

Councilman Mendenhall shared an experience of being a customer to a home occupation in another city and that business had commented, they get around 15 patrons a day.

Councilman Scoubes would like to look into the definition of a patron.

Councilman Gordon asked Dave Anderson if he has a list of those that were denied.

Mr. Anderson said that he could get one.

ADJOURN:

Councilman Dart made a **Motion** to **adjourn** to Closed Session to discuss Litigation Issues, Real Property & Personnel.

Councilman Davis **Seconded** and the motion **Passed** all in favor at 7:04 p.m.

ADOPTED: November 18, 2014

Angie Warner, Deputy Recorder