

## MINUTES OF THE APRIL 7, 2009, ROY CITY COUNCIL MEETING

1. Approval of March 3, 2009, minutes
2. Recognition of Employees of the Month for December 2008, January 2009, February 2009, and March 2009
3. Second public hearing to discuss the Hope Community Center project applied for in the CDBG Small Cities Program in Program year 2009
4. Presentation of JAG - Justice Assistance Grant - and what Roy City intends to use it for
5. Approval of bid for Hill Air Force Base Well Replacement Project
6. Public comments
7. Professional Services Agreement for Michael A. Mansfield
8. Professional Services Agreement for PineTop Engineering, LLC
9. Consideration of Ordinance No. 1010 establishing temporary land use regulations pertaining to R-3 and R-4 zoning districts
10. City Manager's report
11. Mayor and Council reports
12. Motion for closed meeting to discuss the character and competence of personnel
13. Closed meeting
14. Adjourn

Minutes of the Roy City Council Meeting held April 7, 2009, at 6:00 p.m. in the City Council Room of the Roy City Municipal Building.

The meeting was a regularly scheduled meeting designated by resolution. Notice of the meeting was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Joe H. Ritchie  
Councilwoman Marge Becraft  
Councilman Willard Cragun  
Councilman Larry Peterson  
Councilman Michael Stokes

City Manager Chris Davis  
City Attorney Andy Blackburn  
Secretary Michelle Drago

Excused: Councilman Dave Tafoya

Also present were: Jon Ritchie, Fire Chief; Greg Whinham, Police Chief; Ross Oliver, Public Works Director; Tony Reynolds, Community Services Director; Tracy Halladay, Building Official; Amy Mortensen; Dick Dickinson; Shirley Dickinson; Quinn Coleman; Norvell Thompson; Brooke Perkins; Chrystle Kerfoot; Bob Ekstrom; Dorothy Ekstrom; Marcy Masrie; Rachel Trotter; Missy Roe; Les Tueller; Taylor Belle; Kadden Holley; Winston Farris; Eric Froerer; Sherry Halladay; Jenna Halladay; Tanner Halladay, McKell Halladay; Lee Watts; Greg Parrish; Mike Hadley; Jason Taylor; Brandon Storey; Jerry Becraft; Josh Wead; Chans Malay; and Curtis Mortenson.

Moment of Silence: Councilman Peterson

Pledge of Allegiance: Councilman Peterson

1. APPROVAL OF MARCH 3, 2009, MINUTES

**Councilman Peterson moved to approve the March 3, 2009, minutes as written. Councilwoman Becraft seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted "aye." The motion carried.**

2. RECOGNITION OF EMPLOYEES OF THE MONTH FOR DECEMBER 2008, JANUARY 2009, FEBRUARY 2009, AND MARCH 2009

Tony Reynolds, Community Services Director, nominated Tracy Halladay as the December 2008 Employee of the Month. As the Roy City Building Official, Tracy had direct responsibility to perform all building plan reviews and building inspections; whether it was a 95,000 square foot grocery store or a minor residential remodel. Tracy consistently demonstrated both his technical expertise and his respect for the applicant's needs. Tracy also provided cover at the Community & Economic Development counter for business

licensing and code compliance. His friendly approach and sense of humor had helped maintain, and sometimes restore, calm with emotionally charged issues. Tracy recently served as the project manager for the Redevelopment Agency's demolition of the former Lew Monico's and Roylance Fence buildings. Tracy worked closely with Wasatch Civil Engineering to develop bid documents, select contractors, and manage the demolition process. From inception, through environmental challenges and related change orders, to completion, Tracy demonstrated his ability to adapt his skills, and to learn new skills, that were required to successfully manage both demolition projects. In addition to being the City's resident building code expert, Tracy was also a respected member of the State's building code compliance community. In February, Tracy completed his term as president of the Utah Chapter of the International Code Council, and he was presently serving as a member of the Utah State Fire Marshal's Liquefied Petroleum Gas Board. Tracy's technical expertise, combined with his willingness and ability to provide a range of services to an even broader range of customers and citizens, was a great asset to Roy City.

**Councilman Stokes moved to accept Tracy Halladay as the December 2008 Employee of the Month. Councilwoman Becraft seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted "aye." The motion carried.**

Mayor Ritchie presented Tracy with a recognition plaque and gift certificate.

Tracy Halladay introduced his wife, Sherry, and his children - Jenna, Tanner, and McKell.

Jon Ritchie, Fire Chief, nominated the Fire Department's Public Education Team as the January 2009 Employees of the Month. The team members were Lee Watts (aka Inspector Lee), Brooke Perkins (aka Ember), Greg Parrish (aka Hook), Mike Hadley (aka Ladder), Marla Easton (aka Katy Current), Jason Taylor (aka Matt Louder), Brandon Storey (aka Steamer), Jerry Becraft (aka JBzee), and Josh Wead the sound guy. They had done another exceptional job this year educating children and adults in a variety of safety areas, such as water safety, crawl low under smoke, helmets and bike safety. The team started in 1998 with three members; now there were nine. This year the team visited twelve elementary schools - seven in Roy, two in Riverdale, and three in Clinton - and made another road trip to Milford, Utah, where they performed at two elementary schools. They had enlightened approximately 2700 students, as well as a number of parents, teachers, and adults. In January, with grant funding from the Swanson Family Foundation, they attended the Arizona Burn Conference in Bullhead, Arizona where they performed before 300 pub-ed peers. The team received a standing ovation after their performance, which was very rare, and received remarks that their program was phenomenal. The director of the conference indicated to the crowd that the performance of Roy's team was one of the best he had seen in 30 years. Every year the team wrote a new script and painted new scenery. The crew practiced for hours to perfect their program. Annually the team

received numerous requests for performances. Chief Ritchie was extremely proud of the team for their dedication and efforts to educate and teach fire safety to children.

**Councilman Cragun moved to accept the Fire Department's Public Education Team consisting of Lee Watts, Brook Perkins, Greg Parrish, Mike Hadley, Marla Easton, Jason Taylor, Brandon Storey, Jerry Becraft, and Josh Wead as the January 2009 Employees of the Month. Councilman Peterson seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted "aye." The motion carried.**

Mayor Ritchie presented recognition plaques and gift certificates to Lee Watts, Brook Perkins, Greg Parrish, Mike Hadley, Jason Taylor, Brandon Storey, Jerry Becraft, and Josh Wead.

Councilwoman Becraft stated that the students at Midland Elementary loved the Fire Department Public Education Team's performances and talked about them for months afterward.

Greg Whinham, Police Chief, nominated Officer Chans Malay as the February 2009 Employee of the Month. Officer Malay exhibited tireless determination to become the best police officer he could. Officer Malay was a team player and was first to volunteer for special assignments. As the DARE Officer, he worked with other school resource officers dealing with case loads that weren't assigned to him. Officer Malay went to his sergeant and asked for additional cases to help decrease the substantial case assignments his fellow officers were faced with. In addition, Officer Malay asked to be placed on the rotating on-call detective list and had participated voluntarily without remuneration in assisting Detective Gwynn with his Internet Crimes Against Children case development. While accepting more cases to investigate, Officer Malay continued to excel as the department DARE Officer. He had been praised by the students, parents, and faculties of the school in the community. Officer Malay came from Laotian parentage and had worked hard to polish his communication and writing skills in English, which is a secondary language to Laotian. In his assignment as a School Resource Officer/DARE Officer, Officer Malay had been active in the development of community based programs benefitting and enhancing the safety of our youth, such as Eddie the Eagle, a gun safety program; Net Smart, an internet safety and awareness program; and the McGruff House program. His current effort resulted in acceptance of all public works vehicles and employees in the McGruff House program as vetted and safe adults for children to contact if they were in need of assistance or knew of a criminal activity in their neighborhoods. Officer Malay strived to do his best, act his best, and embraced the best law enforcement practices. His attitude was a model for all to follow. Officer Malay was not afraid of hard work or tedious assignments. He exemplified the two qualities Chief Whinham felt were most important in an officer - dedication to the community and integrity.

**Councilwoman Becraft moved to accept Officer Chans Malay as the February 2009 Employee of the Month. Councilman Cragun seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted “aye.” The motion carried.**

Mayor Ritchie presented Officer Chans Malay with a recognition plaque and a gift certificate.

Officer Malay introduced his wife Kim, his children, his parents, and in-laws.

Chris Davis nominated Amy Mortenson as the March 2009 Employee of the Month. This was the first year that Laurel Dalton had had any assistance. The City Council recognized that the Mayor, City Council, City Attorney, and City Manager needed additional staff. After a thorough search, Amy Mortenson had been hired. Amy had exceeded all the expectations they had. In recent months, she had worked on the CDBG funding which was instrumental in the City being financially feasible to build the Hope Community Center. Amy had never done that kind of project, but she jumped in and learned how to do it. The City had received compliments about her from the State and other government entities. Thanks to her efforts, the City would receive the funds earlier so that construction on the Hope Community Center could begin sooner. She was very personable and very professional.

**Councilman Peterson moved to accept Amy Mortenson as the March 2009 Employee of the Month. Councilwoman Becraft seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted “aye.” The motion carried.**

Mayor Ritchie presented Amy Mortenson with a recognition plaque and gift certificate.

Amy introduced her mother Sue and her husband Curtis.

3. SECOND PUBLIC HEARING TO DISCUSS THE HOPE COMMUNITY CENTER PROJECT APPLIED FOR IN THE CDBG SMALL CITIES PROGRAM IN PROGRAM YEAR 2009

**Councilwoman Becraft moved to open the public hearing at 6:19 p.m. Councilman Peterson seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted “aye.” The motion carried.**

Mayor Ritchie stated that this was the second of two public hearings required to allow public input regarding the construction of the Hope Community Center with funds from the CDBG Small Cities Program. He opened the floor for public comments. There were none.

**Councilman Stokes moved to close the public hearing at 6:22 p.m. Councilman Peterson seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted “aye.” The motion carried.**

Mayor Ritchie stated that the contract for the Hope Community Center would be awarded in a special City Council meeting that would be held on April 13, 2009, at 5:30 p.m. The contractor would be able to start work immediately after that meeting and hoped to be done before Thanksgiving.

4. PRESENTATION OF JAG - JUSTICE ASSISTANCE GRANT - AND WHAT ROY CITY INTENDS TO USE IT FOR

Police Chief Greg Whinham stated that the City received a Justice Assistance Grant (JAG) every year. It usually ranged from \$8,000 to \$16,000. Last year’s grant was used to fund the community policing bike patrol and youth alcohol suppression. Due to President Obama’s stimulus package, the amount of this year’s grant would be \$53,123, which was substantially higher than it had been. The amount received was based on population. The JAG money came to Weber County and was managed by Ogden City. Each police department had to appear before its governing body to declare how it intended to spend the grant money over the next two years. After legislative approval, there would be a notice in the newspaper to allow time for public comments. At the conclusion of the comment period, the grant would be submitted to the federal government for approval. Chief Whinham said the department intended to use the JAG funds to maintain acceptable levels of service that were jeopardized by budget cuts. The JAG monies would not be used to replace vehicles. He presented the following budget for the JAG grant:

Budget

<b>Item description</b>	<b>Projected Cost</b>	<b>Funds spent by</b>
7 Mobile Data Terminals for patrol vehicles	\$14,000	12/31/09
Training cartridges for taser recertification 80 @ \$18.00	\$1,450	7/1/09
Court security enhancement 6 hours a week @ \$30.00	\$9,360	6/30/10
OT compensation for care of K9 260 hours @ 27.00	\$7,020	6/30/10
Community Policing Bike Patrol OT	\$4,000	12/31/10
Youth Alcohol Suppression	\$4,000	12/31/10

Critical Incident Response	\$4,368	12/31/10
Training mentally ill 39 officers @ 4 hours average \$28.00		
39 class registrations for de-escalating incidents involving mentally ill	\$2,925	12/31/10
Digital cameras for investigations and patrol sergeants 15 @ \$400	\$6,000	7/1/09
<b>Total Grant Request</b>	<b>\$53,123</b>	

Mayor Ritchie asked if the City Council needed to take action. Chief Whinham stated that the City Council needed to indicate whether it felt these were appropriate expenses.

Councilman Stokes asked if the court security was being increased. Chief Whinham said court security consisted of a bailiff.

Councilman Cragun asked if the any monies were being used for domestic violence. Chief Whinham stated that Roy City police officers received annual domestic violence training. He currently served on the Governor's council looking at domestic violence. It was an issue the department dealt with every day.

**Councilman Cragun moved to approve the Justice Assistance Grant Budget for 2009/2010 as submitted by Chief Whinham. Councilwoman Becraft seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted "aye." The motion carried.**

5. APPROVAL OF BID FOR HILL AIR FORCE BASE WELL REPLACEMENT PROJECT

Ross Oliver, Public Works Director, stated that bids for the Hill AFB Well Replacement Project were opened on February 25<sup>th</sup>. Four bids were received ranging from \$574,980 to \$758,300. The engineer's estimate was \$712,000. Public Works and the City Engineer recommended that the bid for the Hill AFB Well Replacement Project be awarded to Henkle Drilling & Supply Co, Inc. in the amount of \$574,980.

Mayor Ritchie asked if the staff had investigated the contractor. Ross Oliver said Henkle had just completed a well in Cedar Hills that was approximately the same depth and size as Roy's. The City had not used this contractor before.

**Councilman Stokes moved to award the bid for the Hill Air Force Base Well Replacement Project to Henkle Drilling & Supply Co, Inc. In the amount of \$547,980 and to authorize the Mayor to sign the Notice of Award and Contract Agreement. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Peterson, Cragun, Becraft, and Stokes voted “aye.” The motion carried.**

6. PUBLIC COMMENTS

There were none.

7. PROFESSIONAL SERVICES AGREEMENT FOR MICHAEL A. MANSFIELD

Ross Oliver asked that the City Council approve a contract with Mike Mansfield for telemetry programming and services. His prices were lower than other contractors.

Mayor Ritchie stated that Mike Mansfield also knew the City and its equipment.

Councilman Peterson asked if the contract needed to include a maximum number of hours. Andy Blackburn said that Mr. Mansfield’s services would be used as required. His prices were one-third to one-fourth what they would be elsewhere.

**Councilman Peterson moved to approve a professional services agreement for Michael A. Mansfield as outlined by the staff. Councilman Stokes seconded the motion. A roll call vote was taken: Council members Becraft, Cragun, Stokes, and Peterson voted “aye.” The motion carried. (Copy filed for record).**

8. PROFESSIONAL SERVICES AGREEMENT FOR PINETOP ENGINEERING, LLC

Ross Oliver asked that the City Council approve a professional services agreement with PineTop Engineering, which was owned by Michael Wright. Mr. Wright used to work for Siemens and took care of the City’s two semaphores. Mr. Wright had left Siemens and started his own business.

Councilman Stokes asked how Mr. Wright’s rates compared with Siemens. Ross Oliver said they were the same.

**Councilwoman Becraft moved to approve a professional services agreement with PineTop Engineering. Councilman Cragun seconded the motion. A roll call vote was taken: Council members Stokes, Cragun, Peterson, and Becraft voted “aye.” The motion carried. (Copy filed for record).**

9. CONSIDERATION OF ORDINANCE NO. 1010 ESTABLISHING TEMPORARY LAND USE REGULATIONS PERTAINING TO R-3 AND R-3 ZONING DISTRICTS

Tony Reynolds, Community Services Director, stated that Ordinance No. 1010 was temporary land use regulation. It would apply only to the R-3 and R-4 Zones. It would prohibit multi-family and condominium dwelling units in those zones for a period of six months. That would allow the staff and City Council time to complete the study, evaluation, planning and review of the Zoning and Subdivision Ordinances in relation to development, redevelopment, and changing uses in the R-3 and R-4 Zoning Districts. For six months the City would not take any applications for multi-family and condominium dwelling units.

Andy Blackburn asked that any motion include the findings listed in Section 2 of the proposed ordinance.

**Councilman Cragun moved to approve Ordinance No. 1010 establishing temporary land use regulations pertaining to R-3 and R-4 Zoning Districts based on the findings listed in Section 2 of the ordinance. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Peterson, Becraft, Stokes, and Cragun voted "aye." The motion carried. (Copy filed for record).**

10. CITY MANAGER'S REPORT

Chris Davis stated that when the City bid the well replacement project on 5175 South, it had received one bid that was well above the engineer's estimate. This time it had received four bids which were well below the engineer's estimate. The culinary waterline projects were on schedule and below budget. Andy Blackburn was still working on the agreement with Woodbury's regarding Falcon Hill.

Chris Davis stated that a special City Council meeting would be held on April 13<sup>th</sup> at 5:30 p.m. to award the contract for the Hope Community Center. The State required a 30-day comment period for the CDBG grant which would end on Saturday, April 11<sup>th</sup>. The City crews were doing the initial excavation work. After the contract was awarded, a ground breaking ceremony would be scheduled.

Chris Davis stated that the McGruff presentation would be made at Municipal Elementary School on April 8<sup>th</sup> at 9:00 a.m. All of the Public Works and Parks vehicles would then have a McGruff emblem. Roy City was the first city in northern Utah to be part of the McGruff program.

Chris Davis stated that the staff was working on the FY2010 budget. It had committed to maintaining all of the fulltime employees currently employed. They weren't anticipating any enhancements.

11. MAYOR AND COUNCIL REPORTS

Councilwoman Becraft stated that a recent CERT meeting was held. The program was moving toward a more unified community rather than six separate districts.

Councilman Cragun felt the City needed to put an article in the newspaper about what it planned to do about repairing the streets. The public needed to be informed. Chris Davis said the Streets Department had been crack sealing. A number of repairs were needed due to the waterline projects and water leaks. They would be made as soon as the batch plants were opened.

12. MOTION FOR CLOSED MEETING TO DISCUSS THE CHARACTER AND COMPETENCE OF PERSONNEL

**Councilman Stokes moved to hold a closed meeting at 6:52 p.m. in the Administration Conference Room to discuss the character and competence of personnel. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Stokes, Peterson, Cragun, and Becraft voted "aye." The motion carried.**

13. CLOSED MEETING

A closed meeting was held in the Administration Conference Room from 6:55 to 7:30 p.m. Those in attendance were Mayor Ritchie, Councilwoman Becraft, Councilman Cragun, Councilman Peterson, Councilman Stokes, Chris Davis, Andy Blackburn, and Greg Whinham.

14. ADJOURN

**Councilman Stokes moved to end the closed meeting and adjourn the City Council Meeting at 7:30 p.m. Councilman Cragun seconded the motion. Council members Becraft, Cragun, Peterson, and Stokes voted "aye." The motion carried.**

Attest:

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Joe H. Ritchie  
Mayor

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Michelle Drago  
Secretary