

Minutes of the **Regular Meeting** of the **Riverdale City Council** held Tuesday, **March 15, 2005** at 6:00 p.m. at the Riverdale Civic Center, 4600 South Weber River Drive.

Members Present: Bruce Burrows, Mayor
Nancy Brough, Councilor
David Gibby, Councilor
Stan Hadden, Councilor
Stacey Haws, Councilor
Shelly Jenkins, Councilor

Others Present: Larry Hansen, CAO
Lynn Moulding, Public Works Administrator
Wayne Hoaldrige, Public Safety Administrator
Doug Illum, Fire Chief
Lynn Fortie, Business Administrator
Stevin Brooks, City Attorney
Danny Hammon, Police Officer
Cindi Mansell, City Recorder

Alex Patterson	Maria Patterson	Shane Farver
John Cypers	Cora Bingham	Golden Bingham
Jan Salazar	Tom O'dell	Frank Montierth
Kathy Montierth	Jane Hall	Richard Spark
GeNeal Spark	Brent Smith	Kathy Smith
Anthony Chacon	David Chacon	Jane Shivers
Mark Peterson	Camille Gilmore	Cecil Roberts
Brent Coleman	Glenna Deschaw	Tamra Ellis
Brent Ellis	Ron Olson	Scott Priest
Sally Roberts	Hal LaFleur	Lorene LaFleur
Bryce Gibby		

Mayor Burrows called the meeting to order and welcomed all those present. Councilor Haws offered the Pledge of Allegiance. Mayor Burrows then read a quote written by Samuel Adams, followed by a Moment of Silence.

Recognition of Boy Scouts

Alex Joseph Patterson reported that he is present as part of Boy Scout Troop #286. He stated his father is the Scoutmaster, and he is currently working on his Citizenship in the Community Merit Badge. Mayor Burrows welcomed Mr. Patterson and commended him for his dedication.

Mayor's Report

Mayor Burrows reminded the Council of the Riverdale Substance Abuse Drug Court graduation to be held on Thursday, March 31, 2005 at 6:30 p.m. at the Community Center.

City Administrator's Monthly Report

Mr. Hansen referenced the Monthly Report for February 2005. He explained the report is indicative of a variety of activities in programs, services and projects that are ongoing and pressing. He stated he is happy to answer questions or follow up on any issue.

Employee Recognition

Mr. Hansen offered recognition of Police Officer Dan Hammon for 5 years of service and Police Records Clerk/Receptionist Camille Tesch for one year of service.

Chief Hoaldrige explained both of these employees do a great job. He stated Officer Hammon works part-time for Riverdale, full time with the Roy Police Department, and is a City Councilmember in Syracuse.

Mayor Burrows and Mr. Hansen then presented Officer Hammon with a certificate of recognition and award.

Consent Items

Approval of Minutes

Mayor Burrows stated the Council has the minutes of the February 8, 2005 Regular Meeting before them. No amendments were proposed.

Business License Applications

Mayor Burrows referenced the new, renewal, new home occupations, renewal home occupations, and beer/liquor license renewals as distributed.

Councilor Gibby disclosed that his wife operates a home occupation in the City of Riverdale.

Report on Condition of the Treasury - as of February 28, 2005

Mr. Fortie referenced the Report on the Condition of the Treasury as of February 28, 2005. He explained that revenues are higher (approximately \$35,000 higher than the previous year) due to receipt of the December month sales tax. He referenced RDA expenditures, stating these have been primarily for the Senior Facility. Mr. Fortie stated the quarterly payment to Central Weber Sewer illustrates a higher expenditure amount within the Sewer Fund. He summarized the cash balances on hand, stating there is not much overall change fiscal year-to-date.

Motion Councilor Gibby moved to approve the Common Consent items as proposed. Councilor Hadden seconded the motion. The motion passed unanimously.

Issuing Requests for Proposal - Audit Services

Mr. Fortie explained the State Auditor does not require an auditing change at any specific interval; however, the City would be comfortable in determining a competitive rate. He stated the current auditor has performed services for 15 years; and during that time, Riverdale has gone out to bid one time. He stated the City may end up selecting the same auditor they currently have, as long as that accounting firm has submitted an acceptable bid. Mr. Fortie stated the State does require going through a Request for Proposal process to obtain audit services, and the intent is to advertise in the local newspaper.

Mr. Fortie addressed the principal considerations: to obtain qualified, responsible auditors to perform the audit for the City; and to ensure that the City is paying competitive rates for their audit services.

Councilor Gibby inquired if the process involves more than advertising; such as bid packets being sent to select firms. Mr. Fortie stated this has not been procedure in the past; however, he is aware of a couple of requests. Councilor Gibby expressed concern that notice in the newspaper can be easily overlooked. It was stated that the Internet is also a good source of advertisement.

Inquiry was raised as to timing associated with the previous audit RFP, with Mayor Burrows stating it was approximately five years ago. He explained it was felt the timing is appropriate to now solicit proposals. Councilor Jenkins inquired if notice should be posted on the Utah League of Cities and Towns web site as well.

Motion Councilor Haws moved to authorize issuance of a Request for Proposal for Citywide Audit Services as proposed. Councilor Jenkins seconded the motion. The motion passed unanimously.

Partners in Education Funding Request

Mayor Burrows addressed the Partners in Education Funding Request from Riverdale Elementary School. He explained they have made application for \$1000 to purchase physical education materials and reading materials. He stated he would recommended approval of the funding request.

Inquiry was raised regarding the comment within the letter about the PTA hiring of a P.E. Specialist. Mayor Burrows explained there have been such cutbacks that now the PTA is actually funding some of the personnel and education. Further reference was given to the "I Can Read Program" being sponsored by the Utah AmeriCorps. Councilor Haws explained this service is put together by the Federal Government and the People-to-People work through that program as well.

Motion Councilor Hadden moved for approval of the Riverdale Elementary Partners in Education funding request in the amount of \$1000 as requested. Councilor Gibby seconded the motion.

Roll call vote: Councilor Haws, Yes; Councilor Jenkins, Yes; Councilor Hadden, Yes; Councilor Brough, Yes; and Councilor Gibby, Yes. The motion passed unanimously.

Resolution #6-2005 amending the Consolidated Fee Schedule - Animal Services Fees

Chief Hoaldrige explained the Animal Services fees were increased in 2003 and remain adequate; except for the room and board fee. He stated the proposal is to increase the fee from \$8 to \$10 in effort to be in line with the current animal shelter fee.

Chief Hoaldrige explained various cities were contacted; including Roy, Washington Terrace and South Ogden City. He stated they all consider 55 to be senior citizen age; and he would like to approach the City Council about making the change in Riverdale from 65 to 55.

Councilor Gibby stated he feels it is a good idea to be consistent across the board. Mr. Hansen explained the 65 is a carryover in reference to the State Tax exemption from many years ago. He stated this has since changed over the years.

Discussion followed regarding a lifetime versus annual spay/neuter license, with Councilor Jenkins stating the \$20 lifetime fee is a more economical approach. Further discussion followed regarding unaltered pets, with Chief Hoaldrige stating he feels the problem is animals-at-large.

Motion Councilor Gibby moved to adopt Resolution #6-2005 amending the Consolidated Fee Schedule (1-12-4), by making revisions as proposed to the Animal Fees. Seconded by Councilor Haws.

Roll call vote: Councilor Jenkins, Yes; Councilor Hadden, Yes; Councilor Brough, Yes; Councilor Gibby, Yes; and Councilor Haws, Yes. The motion passed unanimously.

Riverdale Fire Services - Proposed Shift Change

Chief Illum explained the Fire Department Shift Change had been discussed in Strategic Planning. He stated this is one proposal that can be implemented without any impact on the budget this year. He stated he is bringing this item before the Council because there is the need to address leave hours where full-time firefighters will be moving to 24 hours per day. Chief Illum stated this shift change involves 33% more hours on which to accrue than the 40-hour workers. He stated staff contacted and researched eight different fire departments; and they all utilize the 33% method.

Chief Illum discussed the need to amend the Personnel Policy to include those hours; with a cap of 319 hours accrual rate. He explained this is what can be carried from year to year (and reflects 33% more than 40-hour employees). He stated this is standard accrual time throughout the state.

Councilor Haws inquired as to the hiring of a third full-time person, and if Chief Illum was intended to be this person. Chief Illum explained that had originally been a captain position intended to be part of the overall coverage. Councilor Haws stated there is the question as to whether that third position needs to be a third captain position added to the department, or whether the Chief could fall into rotation. Chief Hoaldrige explained when the third full time person concept was presented; the department was still operating with himself as the Fire Department Administrator. He stated the Fire Department is now interested in transforming to the A-B-C shift schedule like the rest of the counties.

Chief Hoaldrige explained at that time, it appeared the best option would be to hire a Fire Chief. He explained the Fire Chief is an administrative official and cannot work shift work. He stated these types of duties require day shift, which still leaves the need for the third shift supervisor. Chief Illum presented the proposed new shift schedule; illustrating a 56-hour work week and 96-hour pay period identical to what all Fire Departments in Weber County operate under (other than Plain City and Uintah because they are strictly volunteer). He stated Riverdale chose to operate under this same manner because of the mutual aid agreements in place with Ogden, Roy, Washington Terrace, and South Ogden. He stated these employees get a working knowledge and know everyone who works in the same shift (A-B-C). He stated it is felt this proposal blends with the overall function of Fire Services.

Chief Illum stated he has three Lieutenants that work part-time, and those are going to cover that shift until the budget system is approved. He stated he plans to rotate the supervisory role. He explained that he typically responds on all structure fires, all large instances, large medicals, etc. and reports back to manage the situation. He stated the proposed shift change is intended to operate the Fire Department in a more efficient and economical manner; and without a budget increase.

Motion Councilor Brough moved for approval of the Fire Services Shift Change as requested. Councilor Gibby seconded the motion. The motion passed unanimously.

At this point, Councilor Haws expressed concern that amendments to the personnel policies and procedures are typically made by resolution. Discussion followed as to whether a resolution is actually necessary. Legal counsel did not see the requirement for resolution. Ms. Mansell stated for historical and record-keeping purposes, not to mention the administrative aspects involved with amending the personnel policies and procedures manual - she would certainly desire a resolution authorizing such changes.

Motion Councilor Gibby made a substitute motion and moved to direct staff to return with the actual resolution authorizing said Fire Services Shift Change amendments within the personnel policies and procedures at the March 29, 2005 meeting. Councilor Hadden seconded the motion. The motion passed unanimously.

Water Tanks Upgrade and Painting

Mr. Moulding stated he had recently received bids for the upgrade and painting of the two steel water storage tanks (Project #384). He stated the lowest responsible bid for the project was The Gateway Company at \$270,019; however a test for lead in the paint revealed a positive. He stated the job then, for health reasons, has to be considered a lead abatement project change order in the amount of \$52,703; making the project total \$322,722 (or substantially above the amount of money budgeted for this project).

Mr. Moulding discussed options: the Council could table the item to see if a different amount could be determined. He stated he had actually spoken with one of the companies that did not bid because they already had work; and they indicated they thought this to be a reasonable bid. He stated although the bid may be good - it is over budget. Mr. Moulding stated another option would be for a different coating system, and he has not had a chance to review all aspects or options.

Mr. Moulding stated staff recommendation is to reject all bids and return with a new budget proposal for FY 2006, and try to accomplish this same project in the fall. Inquiry was raised as to costs to replace the tank with cement, with Mr. Moulding stating this is unknown, but could be given consideration. He explained the joints inside would have to be sealed periodically, but if the outside were not painted, this may even be another option to consider.

Inquiry was raised as to whether this could be considered two different jobs - and the tanks could be worked on individually; such as one tank now and then the other be considered along with

potential to adjust water rates. Mr. Moulding stated the bid does allow separation; however, the cost would go up because of the need to re-advertise. He stated this could be another option.

Motion Councilor Jenkins moved to reject the bids received for the construction of the 2.0 MG and 1.0 MG Water Tanks Upgrade and Painting; and to allow for re-evaluation of the project. Councilor Gibby seconded the motion. The motion passed unanimously.

Canceling the March 22, 2005 City Council Meeting

Mayor Burrows discussed the proposal to cancel the March 22, 2005 meeting due to lack of agenda items.

Motion Councilor Gibby moved to cancel the March 22, 2005 regularly scheduled meeting as proposed. Councilor Hadden seconded the motion. The motion passed unanimously.

RDA Board Meeting

At this time, Mayor Burrows proposed to recess the City Council in favor of the RDA meeting agenda.

Motion Councilor Gibby moved to adjourn from the regular City Council meeting and reconvene as the Redevelopment Agency Board at approximately 7:03 p.m. Seconded by Councilor Brough. The motion passed unanimously.

Regular Council meeting reconvened at 11:07 p.m.

Discretionary Business

City Business utilizing "Riverdale" and not "Ogden" address

Councilor Hadden expressed concern as to a local Riverdale business advertising their address as being "in Ogden". He stated he feels local business should have pride in their excellent Riverdale City services, and acknowledge the good break they receive on their property taxes. He suggested business license renewals highlight the fact that a business should be proud and list their address as "Riverdale". Mayor Burrows stated he would agree; however, the problem exists in that Riverdale does not have a U.S. Post Office and its residents and business are required to utilize an Ogden ZIP Code.

Closed Executive Session

Mayor Burrows asked for a motion to go into an executive session to discuss pending or reasonably imminent litigation pursuant to Utah Code Annotated §52-4-5(1)(a)(iii).

Motion Councilor Haws moved to enter into Closed Executive Session for purpose of discussing pending or reasonably imminent litigation pursuant to Utah Code Annotated §52-4-5(1)(a)(iii). Councilor Jenkins seconded the motion.

Roll call vote. Councilor Hadden, Yes; Councilor Brough, Yes; Councilor Gibby, Yes; Councilor Haws, Yes; and Councilor Jenkins, Yes. The motion passed unanimously.

Minutes of the **Executive Session** of the **Riverdale City Council** held **March 15, 2005** at 11:07 p.m. at the Riverdale Civic Center.

Present:	Mayor Bruce Burrows	Councilor Brough
	Larry Hansen	Councilor Gibby
	Stevin Brooks	Councilor Hadden
	Cindi Mansell	Councilor Haws
		Councilor Jenkins

Those present discussed pending or reasonably imminent litigation.

Motion Councilor Gibby moved to close the executive session and to reconvene the open City Council meeting. Councilor Brough seconded the motion. The motion passed unanimously.

The Regular Meeting convened at 11:30 p.m.

With no further business to come before the Council at this time, Councilor Haws moved to adjourn the meeting. Councilor Gibby seconded the motion. The motion passed unanimously. The meeting adjourned at approximately 11:31 p.m.

Attest:

Approved: April 19, 2005

Cindi Mansell, City Recorder

Bruce Burrows, Mayor