

Tooele City Council Work Meeting Minutes

Date: Wednesday, July 20, 2022

Time: 5:30 p.m.

Place: Tooele City Hall, Council Chambers
90 North Main Street, Tooele, Utah

City Council Members Present:

Ed Hansen
Justin Brady
Maresa Manzione
Tony Graf
David McCall

Planning Commission Members Present:

Chris Sloan
Melanie Hammer

City Employees Present:

Mayor Debbie Winn
Roger Baker, City Attorney
Shannon Wimmer, Finance Director
Darwin Cook, Parks and Recreation Director
Jami Grandpre, Public Works Director
Michelle Pitt, City Recorder
Holly Potter, Deputy City Recorder

Minutes prepared by Katherin Yei

1. Open City Council Meeting

Chairman Brady called the meeting to order at 5:30 p.m.

2. Roll Call

Ed Hansen, Present
Justin Brady, Present
David McCall, Present
Maresa Manzione, Present via phone
Tony Graf, Present

3. Mayor's Report

Mayor Winn shared information on the following:

The Skyline property will be purchased using the funds from the 41-fund, line item land purchase. There is much appreciation to all the firefighters and teams that fought the fire in Stockton. Mr. Stewart, Council Member Manzione, and the Mayor attended the special meeting

of the County Council. She had met with the UDOT team working on the Midvalley highway about their expansion plans.

4. Council Member's Report

The Council Members reported on the events they attended during the week.

5. Discussion Items

A. Fiscal Year 2022-2023 Budget

Ms. Wimmer presented additional items regarding the tax increase.

The majority of the Council were in favor of the 20% increase.

The 20% increase will be put in the budget before the public hearing.

B. Ordinance 2022-23 an Ordinance of Tooele City Amending Tooele City Code Section 8-6-5 Regarding Shared Sewer Laterals

Presented by Jamie Grandpre, Public Works Director

Mr. Grandpre presented an amendment to the City Code section 8-6-5. It requires separate sewer laterals for structures and allows some exceptions. The wording for the exceptions section has been clarified to make it clear to all parties involved.

The Council asked the following questions:

Can there be issues for shared lines to back up both properties?

How often are they getting requests?

Can an individual change a shared system to individual?

Mr. Grandpre addressed the Council's concerns. There is the potential for backup from both or one to the other. They have seen a few requests in the last six months. The clarification to the wording does allow the department and the City to use their best discretion. If they are renting, they can keep them connected. If they choose to sell, technically they should have their own.

C. Ordinance 2022-27 an Ordinance of Tooele City Adopting an Updated Purchasing Policy and Procedure

Presented by Michelle Pitt, City Recorder

Ms. Pitt presented changes to the Purchasing Policy and Procedures. Currently, contracts and invoices are brought to the Council at \$20,000 or more. The proposed amount to increase is \$30,000 and sealed bids to \$50,000. Other Cities vary from a low of \$5,000 to a high of \$50,000. The changes include the following:

Use of City funds for meals and clothing following employee guidelines and procedures, added section for City vehicles, clarified section for bids and contract, added section for change orders,

ethical conduct and interest were taken from state auditors' recommendation, and added a form/checklist for all department heads regarding bids.

If the change does happen, the City Code would have to be changed to match.

The Council asked the following questions:

What is the reason to change it?

Was there a discussion on these changes with the previous Council members?

Mr. Baker addressed the Council. The approval limit has not been raised for a while, which make it difficult for administration to do their jobs. It is a reasonable accommodation because of inflation.

Mr. Cook addressed the Council regarding the bids and the prep work that is involved just to get a bid out.

Ms. Pitt addressed the Council's questions. The sealed bids take more time and are costlier. The City can get things done quicker with the change. A sealed bid is required at \$50,000 but all bids over \$30,000 will still come to Council for approval.

The Council shared their support for this item.

D. Resolution 2022-65 a Resolution of the Tooele City Council Amending the Tooele City Fee Schedule Regarding Animal Shelter Fees

Presented by Darwin Cook, Parks & Recreation Director

Mr. Cook presented a fee adjustment for a surrender fee for the animal shelter. The \$10 fee is for when pet owner needs to rehome or "surrender" the animal. They would like to put the fee on the fee schedule.

Mr. Baker addressed the Council. For years, the City has been undertaking the effort to identify all fees and have them in one place. They are adding it to the fee schedule, so the public is aware. If the City provides a service they need a fee to pay for the efforts.

E. Resolution 2022-68 a Resolution of the Tooele City Council Approving an Agreement with Garrett and Company for Installation of New Playground Equipment at Elton Park

Presented by Darwin Cook, Parks & Recreation Director

Mr. Cook presented an agreement for the playground at Elton park. It has been discovered that wear and tear and vandalism has made the playground unsafe. Garret and Company is a state contractor that will provide a playground into the current area. The par tax project will pay for the playground in the amount of \$78,928 to replace the playground.

6. Closed Meeting - Litigation, Property Acquisition, and/or Personnel

There was no closed meeting.

7. Adjourn

Chairman Brady adjourned the meeting at 6:09 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 3rd day of August, 2022

Justin Brady, City Council Chair