

ELK RIDGE
CITY COUNCIL MEETING
November 15, 2011

TIME & PLACE
OF MEETING

This specially scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, November 15, 2011, at 7:00 PM; this was preceded by Canvassing of the General Election Returns at 6:00 PM; and a City Council Work Session after
The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings was provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on November 10, 2011.

6:00 PM –

CANVASSING GENERAL ELECTION RETURNS

The City Council reviewed the various forms listing the election returns for the General Election, held November 8, 2011; under the direction of Mayor Christensen. Envelope #1 was opened and the results compared with the Official Registration Book. They found all to be in order with the results of the election; with the addition of Provisional Ballots.

ERIN CLAWSON MOVED, SECONDED BY JAMES MAYFIELD, TO CERTIFY THE ELECTION RETURNS FROM THE GENERAL ELECTION; WHICH RESULTED IN THE FOLLOWING PERSONS BEING ELECTED TO OFFICE:

MAYOR: HAL SHELLEY

COUNCIL:

NELSON ABBOTT

BRIAN BURKE

PAUL SQUIRES

VOTE: YES (3)

NO (0)

ABSENT (2) JULIE HASKELL & SEAN ROYLANCE

6:10 PM -
ROLL

CITY COUNCIL WORK SESSION AGENDA:

Mayor: Ed Christensen; *City Council:* Erin Clawson, Weston Youd, James Mayfield & Sean Roylance (Absent: Julie Haskell); *Building Official/Public Works:* Corbett Stephens; *Mayor Elect:* Hal Shelley; *Council Elect:* Nelson Abbott, Paul Squires & Brian Burke; *Public:* (Spectra Management: Dairrel Gardner & Diana Hampton; and the City Recorder, Janice Davis

00:01:46

HEALTH INSURANCE
RENEWAL -

Spectra Management: Dairrel Gardner & Diana Hampton (representatives from Spectra Management...the City's Insurance Agent/Broker) were present to discuss the renewal options for health insurance for the City employees. Mr. Gardner had met with the Mayor and the Office Manager previously to review their comparisons; they provided these comparisons and findings in a bound portfolio; which was copied and provided to the Council in their packets for this meeting.

Mr. Gardner:

- *Health Care Reform: (Highlights for 2011)* Changes and trends were reviewed. New laws were put in place to allow everyone to have health care and to try to keep costs down. This last year, costs have gone up on an average of 3%, nation-wide due to Health Care reforms. (Many reasons: listed in portfolio)

The average trend has been about 11% increase...most renewals coming in between 9% and 14%, as compared from one year to the next (3% is due to health care rules).

Cities and employers are trying to manage costs while still providing good health care benefits. Example: deductibles are going up and the City is right in line with the trend.

Maximums:

In Utah, the insurance carriers have to file rates with the Insurance Commission. They file these as "base rates" (ex: a very healthy group may be "base rated"...seldom happens). The law says they cannot rate an entity up any more than 85% (Maximum above base). That is taken into consideration when comparing with other insurance carriers to come up with a good fit for the City.

PEHP:

(Current carrier) Quasi-governmental agency...most of the cities in the State use them. More or less a "pool" that helps the cities keep rates down; this is particularly useful for smaller cities/towns.

This last year the State actually went in and audited PEHP and found some things that needed to change; examples:

- They were perhaps not negotiating (with hospitals) as aggressively as some of the other carriers...they were told to "step up their game". Most of the hospitals then approached PEHP and offered them discounted rates, below what they were already getting. This has resulted in slightly decreased rates.

- Another area that needed change: Some of the distribution of the risk was not appropriate and some of the smaller groups were perhaps supporting some of the larger groups. That re-distribution has taken place.

Result: When looking at the renewal (2.3%); this is much lower than the trend (9% - 14%).

- There may even be some rebates coming back to the cities, based on the audit information.

Review of benefits (defined):

- \$1,000 deductible

- Out of pocket maximum: \$4,000

- Co-insurance: 80% / 20% (from 70% /30%)

- Co-pay: \$25 - \$35

- Urgent care: \$45

- ER: Co-pay of \$75

- Prescriptions: \$15 (generic) & \$30 (tier 1 or brand name) & \$65 (non-preferred brand of drugs)

- Out-of-network: More than in-network would be owing

Comparisons:

They normally Take the renewal percentage and compare with other carriers; as well as other plans within the same carrier. Summary: No other plans or carriers came close to the 2.3% of Summit Care Option 3.

Recommendation:

To stay with the PEHP - Summit Care Option 3.

- Dental:

There has been 0.0% increase...compare to Select Health Dental (67.9%)

Recommendation:

Stay with PEHP – Preferred Option

Discussion:

- Facilities available under the different plans within PEHP
- Underwriting (Ratings: Base – 85% above base)

Comments:

Brian Burke: He asked if all three plans were to be offered to the employees; or if that would be an option. If the employee wanted to upgrade the plan, the upgrade would be paid for by the employee.
 Mr. Gardner said he would look into that and get back to the City; but only one plan has been offered in the past. The Council generally did not see the benefit in offering dual options.

00:27:28

YEAR END
EMPLOYEE
BONUSES –
DISCUSSION

Mayor Christensen: He and the Office Manager/Recorder spoke about the possibility of bonuses for the City employees. It has been offered in the past; sometimes in lieu of wage increases or COLA. Even though there has been a general wage increase and COLA this year; the thought would be that perhaps consideration of performance-based bonuses would be “too much” in one year; but both the Mayor and Ms. Davis felt this should be a Counsel discussion item. The Mayor approved Ms. Davis to prepare the necessary breakdowns and information for the Council.

(Memo from Recorder to Council, dated 11-15-2011)

“ This is always a difficult area for me; but I feel, as the “Office Manager”, it is part of my duties to evaluate performances and to make recommendations regarding the Office staff. Though I did not evaluate the Public Works’ employees, I did do so with those I supervise. I am certainly aware of the fact that the employees have been allowed an initial COLA as well as a raise...for which all are grateful; but I am proposing this anyway. I have talked the topic over with Mayor Christensen and he said to go ahead and present the information to the Council.

- The 1st point I wish to make is that the Cost of Living (based on the CPI or “Consumer Price Index”) has corrected itself to 3.6% from the projected 2.7% last spring. Our Finance Director advised that it would likely increase to over 3% by the fall, but felt that 2.7% was “safe” at that point in time (last April). This is about 1% difference; which is the bases of one of the options. I am also presenting 2 other options that I feel the City could handle financially.

- As I said, I have evaluated the staff and their individual performances...all have excellent records and I feel they have been a continued basis of stability in the City throughout much change and political unrest at various times. The Office remains a positive place to work with task-oriented employees. I feel particularly lucky to work with such good people. One good “measuring stick” for most of the employees is the fact that we always get “clean audits” and we have in the past; even before Curtis Roberts’ assistance.

(One employee has had an issue with consistent attendance due to increased health problems with herself and her husband; but she recognizes this and has made an effort to organize her time more efficiently. Her hours have also been cut from about 18 hours per week to 12 hour per week. (She just found out today that her husband does have lung cancer...they are not sure of the treatment or what the future may bring. Her hours may be cut more, or other arrangements may have to be addressed.)

- The proposed bonus for Rex Davis is based on May through December...not an entire year.
- Mary Preece: She will have just completed her 3-month probation period (end of November)...I am recommending \$100 for all three options.

Past Bonuses when COLA was also allowed has varied from a possible 3% to 4%...Last year the Bonus took the place of a 2.6% COLA.

<u>Employees</u>	<u>Option 3</u>	<u>Option 2</u>	<u>Option 1</u>
Office Manager (Jan Davis)	1,560	1,040	520
Treasurer (Linda Cooper)	465	310	155
Accts. Payable/Payroll (Janine Nilsson)	429	286	143
Planning Commission Asst (Marissa Bassir)	312	208	104
Asst Treasurer (Annebel Meredith)	271	180	90.40 (I feel 100 would be more appropriate)
Deputy Recorder (Mary Preece)	100	100	100
Public Wks/Inspector (Corbett Stephens)	1,971	1,324	657
Public Works (Wayne Frandsen)	936	624	312
Public Works (Rex Davis) X 8 Months	707	471	235
Totals:	6,751	5,129	2,326

Even though this is the same percentage for all, I feel it balances out to be fair and just, based on total wages and part-time vs. full-time employment.

It is difficult to evaluate myself; but I feel the Office Staff I oversee are deserving of the 3% Bonus.”

Ms. Davis clarified that Options 1, 2 & 3 ARE AT 1%, 2% & 3% Bonuses. She added that she felt the performance evaluations are valuable to have in the employees' files. The files are all but empty; she feels regular evaluations and goal setting is good; not only as a basis for bonuses, but to better track progress.

Mayor Christensen: Mr. Stephens told the Mayor that he will be conducting his evaluations with his staff soon. Ms. Davis was asked about the evaluations themselves on the individual employees and if there was any reason she felt any employee would not deserve Option 3.

Recorder: She reviewed the evaluations with the Council and said there was a possibility with one of the staff; she was asked to review the details. She added that there are many personal issues going on in this employee's life and there may even be the need to cut down hours more than they have been in order to meet those personal needs. She felt that a bonus would still deserved, but possible at a lesser percentage. None of the staff are perfect; but the City is fortunate to have a great group of people that know their jobs and do them well. Problems are solved in a timely manner and the finances are in good order; as evidenced by the continual "clean audits".

00:33:27

Discussion:

James Mayfield: He felt that quite a significant raise across the board...along with the COLA, over this past year. We are still in a recession. It is tight all around the world. He preferred to wait until next year.

Weston Youd: Raises and COLA have been withheld for 3 years prior to that.

Erin Clawson: She agreed with Council Member Youd; and added that Mr. Stephens' raise was not significant compared to the hours he puts in. She felt the opposite of Council Member Mayfield.

Sean Roylance: He inquired about the percentages granted for COLA (2.7% was the COLA decided on last May when the Tentative budge was adopted. The raise was for \$1.00/hour for the majority of the staff).

James Mayfield: He asked about the last percentage for COLA (last year).

Recorder: The previous year COLA was not granted; but the same percentage (2.6%) was given as a year-end bonus...with no increase in wages.

James Mayfield: He added that most businesses are not doing any type of increase.

Recorder: The Recorder reiterated the point made in the memo that the 2.7% COLA was approved in May of 2011 for the following fiscal year's budget. The percentage was actually about 3%, as predicted by the Finance Director. This 1% could be included in an addition to the COLA in the form of a bonus.

The point was made that when Mr. Stephens' responsibilities increased from Building Inspector to Public Works Director, as well (Mayor Lutes), there was no increase in his salary; yet when the Recorder took on added the added responsibilities of being the Office Manager, there was an increase.

Weston Youd: He felt there should be a "separation" in the idea of working "too many hours": If Mr. Stephens is working too many hours, is it because he is given too much work...or he lacks the resources to accomplish what he needs to. (Council Member Mayfield added that another employee was hired; besides providing "temp workers".) This whole circumstance needs to be separate from granting bonuses or not.

James Mayfield: Some people do not ever work less, regardless of help provided.

Erin Clawson: As a manager and salaried person, working long hours is "expected": but she feels there should be added compensation for what is being asked him to do.

James Mayfield: He expressed the idea of analyzing what is being done to see if efficiency in time management is practiced. Time should be prioritized.

Erin Clawson: That is true...and there have been times when the Public Works employees were asked to do things that would not qualify as "City work".

Weston Youd: He reminded the Council that the request for bonuses was not for an individual; but for the staff. The Office Manager has recommended bonuses and that performance would justify it.

00:39:22

Erin Clawson: She felt the requested amounts were small in relation to the work provided. The base of the City is our employees; they keep everything going

Sean Roylance: The raises/ Cola given were in the "ballpark" of 6 – 7%...this is a marked difference from the last few years. He still feels the raise was the right thing to do. Bonuses are not "permanent"...it is based on how much one is earning at the time; it does not necessarily repeat itself the following year.

During the years when COLA, bonuses and raises were not consistent; other businesses were not giving raises either. He felt the City has done pretty well in trying to be fair with the employees...and he agrees that the Country is still in a recession, as we have been.

Where does that leave us? He was yet undecided.

Corbett Stephens: (He asked the Mayor for permission to address the Council) His raise averaged %71/hour...based on a 40 hour work week...that is about 3%. Realizing that we are still in a recession, the employees are doing everything possible to keep the work "in-house"; rather than contracting it out. Public Works cannot function without the office staff. A great deal of money is being saved. They are trying hard to save as much as possible...he feels it says a lot to come back and say "thanks"...the raises were and are appreciated.

Weston Youd: He felt that attitude of "saving" is reflected in the fact that Elk Ridge is one of the few cities that are in the "black", financially.

Erin Clawson: She agreed that this is due to the efforts of the staff.

Corbett Stephens: Example of saving: Cleaning out storm drains and sewer lines rather than contracting it out; and a better job was done.

Brian Burke: He commented on raises vs. bonuses with hourly employees and management. Typically, management is given bonuses and hourly wage earners typically get the COLA or other ways of compensation.

James Mayfield: He is opposed to bonuses granted "across the board"...rather than to a specific employee(s), based on individual performance.

00:46:36

Paul Squires: Since the COLA is at 3.6%; bringing the City employees up to that level would put them in line with the cost of living adjustment should be for the year.

00:47:14

Mayor Christensen closed the Work Session.

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7:00 PM -

REGULAR CITY COUNCIL MEETING AGENDA ITEMS:

ROLL

Mayor: Ed Christensen; *City Council:* Erin Clawson, Weston Youd, James Mayfield & Sean Roylance (Absent: Julie Haskell); *Building Official/Public Works:* Corbett Stephens; *Mayor Elect:* Hal Shelley; *Council Elect:* Nelson Abbott, Paul Squires & Brian Burke; *Public:* (Spectra Management: Dairrel Gardner & Diana Hampton; and the City Recorder, Janice Davis

OPENING REMARKS
PLEDGE OF
ALLEGIANCE

An invocation was offered by Paul Squires; and he also led those present in the Pledge of Allegiance, for those willing to participate.

AGENDA TIME
FRAME
00:48:37

The Regular Session started on time.

PUBLIC FORUM

1. *Paul Squires: Maintaining the rock wall in the Park:* He has been mentioned in past Council Meetings regarding planting and maintaining the landscaping around the rock wall in the Park. *Suggestions for action to be done before the snow stay on the ground ad then for early spring.* He would be glad to work with the Scout proposing to landscape this area for his Eagle Project in a supervisory and advisory capacity. The Mayor will get this scout in contact with Mr. Squires. Mr. Squires will get started on pulling some of the immediate work that needs to be done.

2. *Nelson Abbott:* He reported that there is a "sinkhole" in the soccer field that needs to be fixed. *The Public Forum was closed.*

00:53:39

HEALTH INSURANCE
RENEWAL

The Mayor felt that Spectra Management presented a good, comprehensive comparison and recommendation to stay with PEHP at this point. The Mayor and the City Recorder met with Mr. Gardner earlier the previous month and the Mayor feels that they have the City's best interest in mind when they collect their comparisons. He was pleased with their service.

The increase was planned for in the budget.

WESTON YOUD MOVED, SECONDED BY SEAN ROYLANCE, TO ACCEPT THE RECOMMENDATION OF THE CITY'S INSURANCE AGENT, SPECTRA MANAGEMENT, AND RENEW THE EMPLOYEE HEALTH INSURANCE WITH PEHP; SUMMIT CARE III PLAN, WITH THE CHANGES LISTED
VOTE: YES (4) NO (0) ABSENT (1) JULIE HASKELL

00:55:20

LEI ENGINEERING –
WORK RELEASE #003 –
UTLIITY MAP

Mayor: The two bids:
- Aqua Engineering: Over \$19,000
- LEI Engineering: \$7,200

Recommendation: LEI Engineering

Mr. Stephens added that the daily travel time added to the Aqua bid. Aqua does not do the surveying; they contract it out; whereas LEI does their own surveying.

*The cost should be split between the affected departments.

WESTON YOUD MOVED, SECONDED BY ERIN CLAWSON, TO ACCEPT THE LEI ENGINEERING PROPOSAL (WORK RELEASE #003) TO GENERATE A UTILITIES MAP FOR THE CITY; AND TO SPLIT THE COST BETWEEN THE IMPACTED DEPARTMENTS
VOTE (POLLED): WESTON YOUD-AYE, ERIN CLAWSON-AYE, JAMES MAYFIELD-AYE, SEAN ROYLANCE-AYE (4)
NAY (0) ABSENT (1) JULIE HASKELL

Passed 4-0

**Request to provide the gps information to the Fire Dept.*

00:57:58

CITY COUNCIL MINUTES

City Council Minutes of 10-11-2011: One correction was made to the minutes:

- Pg 6; line 23: "flyers"

WESTON YOUD MOVED, SECONDED BY SEAN ROYLANCE, TO APPROVE THE CITY COUNCIL MINUTE FROM OCTOBER 11, 2011, AS CORRECTED

VOTE: YES (4) NO (0) ABSENT (1) JULIE HASKELL

1:00:49

EXPENDITURES:

General: None

1. Check Registers and Payroll Reports; July – October, 2011:

Erin Clawson: She questioned whether the City got reimbursed for the road base that went to provide homes.

*It should be noted for audit purposes; with names of the citizens.

ERIN CLAWSON MOVED, SECONDED BY JAMES MAYFIELDS, TO APPROVE AND ACCEPT THE CITY EXPENDITURES FOR JULY THROUGH OCTOBER, 2011; AS PRESENTED

VOTE (POLLED): WESTON YOUD-AYE, ERIN CLAWSON-AYE, JAMES MAYFIELD-AYE, SEAN ROYLANCE-AYE (4)

NAY (0) ABSENT (1) JULIE HASKELL

Passed 4-0

1:03:58

YEAR END EMPLOYEE BONUSES

Sean Roylance: He recalled past discussions on this topic being done so in a city council closed session.

(The rules for moving into a Closed Session have become more restrictive: the Utah Code used to list "Discussion of Personnel" as a reason to move to Closed Session; whereas it is now more specific in that the Council can move to Closes Session to discuss the "competence of an employee(s)"...which would likely apply in this case, since the proposed bonuses are performance based.)

It was decided to move to Closed Session to discuss the competence of the city employees. Each employee would have to be discussed individually.

Council Member Roylance continued: He felt "conflicted" about the comments thus far. He agreed with Council Member Clawson that the City has a great staff and we want to make them feel appreciated; but he also sees the point of view that the Council has also granted raises and COLA this year and he feels that is good, particularly comparing to other cities and businesses.

City Recorder: The first decision was whether the Council felt they should move into a Closed Session; if not, then the vote would be appropriate at that point.

Mayor: He recommended moving to Closed Session to further discuss the competence of the individual employees.

SEAN ROYLANCE MOVED, SECONDED BY JAMES MAYFIELD, TO MOVE TO A COUNCIL CLOSED SESSION

VOTE: YES (3) NO (1) ERIN CLAWSON ABSENT (1) JULIE HASKELL

1:08:13

(A new file was created on the digital recorder to separate the Closed Session off from the Regular Session of the City Council Meeting.)

CITY COUNCIL CLOSED SESSION

ROLL

Mayor: Ed Christensen; City Council: Erin Clawson, Weston Youd, James Mayfield & Sean Roylance (Absent: Julie Haskell); Building Official/Public Works: Corbett Stephens; and the City Recorder, Janice Davis (The Public Works Director & the City Recorder were asked to come into the Meeting later for a brief period of time.)

Discussion of the Competence of the Individual City Employees

CITY COUNCIL REGULAR SESSION (CONT.)

YEAR END BONUSES (CONTINUED)

00:00:14

Mayor Christensen: He welcomed everyone back into the Meeting.

No further discussion.

JAMES MAYFIELD MOVED, SECONDED BY SEAN ROYLANCE, TO APPROVE THE FOLLOWING REGARDING BONUSES FOR THE CITY EMPLOYEES:

- ASSIGN \$1,100: FOR THE PUBLIC WORKS DIRECTOR (CORBETT STEPHENS) TO DIVIDE OUT TO THE PUBLIC WORKS EMPLOYEES UNDER HIS SUPERVISION; BASED ON PERFORMANCE

- ASSIGN \$1,100: FOR OFFICE MANAGER (JAN DAVIS) TO DIVIDE BETWEEN THREE EMPLOYEES OF HER OFFICE STAFF (LINDA COOPER, JANINE NILSSON & MARISSA BASSIR)

- ASSIGN \$2,300: FOR THE MAYOR TO DIVIDE BETWEEN THE OFFICE MANAGER AND THE PUBLIC WORKS DIRECTOR; BASED ON THEIR PERFORMANCE

- GIFT CARDS TO GO TO BOTH ANNEBEL MEREDITH AND MARY PREECE

Discussion:

Sean Roylance: The totals were arrived at based on the raises and COLA already provided to the City employees this year. The recommendation is an approximate 2% base line.

Mayor: The Council also wanted to empower the Office Manager and Public Works Director to decide on the final amounts.

Sean Roylance: It was also discussed the absolute importance of establishing a pattern that is based on certain criteria for performance based bonuses in the future.

*Evaluations should be conducted on a quarterly basis.

Erin Clawson: Part of the criteria for the Managers would be how well they conduct the evaluations on the employees and have those in place to consider.

Mayor: He added that doing what they are asked to do should also be taken into consideration (Managers). The Mayor called for a vote on the motion on the table:

VOTE: YES (4) NO (0) ABSENT (1) JULIE HASKELL

00:03:40

OTHER CITY COUNCIL BUSINESS

A. Paintings for City Hall:

Mayor: The Mayor brought the Council's attention to the paintings by Mr. Anderson (lives in the City rental house). After the Mayor spoke with him, Mr. Anderson brought in three of his paintings (American flags) to be considered by the Council. The Mayor told him the Council would consider trading a nice painting for all or part of the back rent owing. The Mayor did not feel the paintings, though lovely, actually fit with the City Offices; they are rather large. He wanted to know what the Council and those present think.

Paul Squires: He agreed that the paintings do not really fit.

Erin Clawson: She had in mind something more traditional...like the signing of the Declaration of Independence.

Mayor: Mr. Anderson is willing to do \$6,700 worth of trade. He would do a commissioned painting at his rate. There is a rental agreement that the Mayor is going to present to them at \$1,200 / month, effective December, 2011.

Suggestion: See some other paintings.

Sean Roylance: In moving forward with future rent; can the Anderson's make the payments? Their circumstances are unique.

Discussion: It is not a good idea for the City to be in the "rental business"; meanwhile could the rent be lowered for the Andersons? (Possibility of waiving rent altogether.) This particular family has had the entire City assisting them in their problems. Should there be leniency. Perhaps the negotiations could be without the paintings.

James Mayfield: He suggested matching the City donation by waiving the amount raised in the fund raiser.

Mayor Elect Shelley: The City, in making some kind of a concession, could perhaps review the situation in 6 months and put a time limit on it.

Weston Youd: He was not in favor of the City being in the rental business; if we are going to be involved, then it should be run like a business...the time limit could be for 6 months and then the City leaves the "rental business" and they would have to leave or pay their bills.

Suggestion: To waive the rent, past and future and assign a 6 month time limit on the arrangement...giving them time to save their money and find another place to live.

Directions to the Mayor:

- Have the Agreement reflect:

A. Waive past rent owing

B. Waive rent through May, 2011 & they may live there rent free during that time

C. City should get out of rental business

(This gives them a chance to save their money to be able to move.)

Discussion of options of what to do with the house on the City property.

00:20:54

B. Legislative update (911 Dispatch Meeting)

Erin Clawson:

Discussed in the 911 Meeting:

- They are looking to build a new facility; they are looking for property to accommodate this.

- Training Is provided.

- Contacts for elected officials: There needs to be some information available to reach the Officials...

*Get emails for all elected officials.

- There is the possibility that \$10,000 could be available for roads. She will copy the information she has and make it available to the Council Members.

She found out that there is "ethics" training and she believes this is mandatory for all elected officials.

Sean Roylance: The person with "administrative access" should have a high level of trust.

City emails should be used rather than personal emails.

Erin Clawson: She also found out it is illegal for Council Members to text each other during public meetings.

00:27:12

C. Garbage: The new plan is supposed to go into effect the beginning of the year. Is there anything the Council could be doing to facilitate this?

Discussion of advertising and informing the resident about recycling, as well as new rates. \$500 was approved for this purpose. The announcements have been in the Newsletter; but other methods were also mentioned: flyers, website, etc.

Sean Roylance: He prefers flyers that are separate from the Newsletter to call attention to the information.

D. City Planner Discussion: Council Member Roylance brought up a previously mentioned desire to have an open discussion regarding the City Planner position; including the possibility of re-hiring Shawn Eliot as the Planner. Since that time he has met with the Mayor, Public Works Director and Office Manager...as well as a number of other people. He feels the last couple of years have been hard on anyone that has had interaction with the City.

He has an idea that needs to be developed more fully before being presented formally.

- After consideration, he is not sure that the Council should consider putting Shawn Eliot back in as the City Planner rather than LEI Engineering (Adam Castor); he is not sure tat would be the right move at this point. Perhaps in the future...or it may never be. He personally does not feel this would be the right move.
- He feels that Shawn Eliot has a great deal of knowledge and experience to contribute. He lives in the City and cares about the future of Elk Ridge and has training and talent that could be utilized for planning. This is the idea he would like to talk about at the next meeting; to be presented in a more cohesive manner. He would like to explore being able to consult with Mr. Eliot through the current Planner in areas where he could add his experience with a given matter. He will present this at a later date.

Mayor Christensen: He commented on the meeting between Council Member Roylance, Mr. Stephens, Ms. Davis and himself: Many of the pros and cons were discussed regarding the issues associated with this topic. Council Member Roylance came up with this alternate option. He recommended that Council Member Roylance put the information together and to get it out to the Council before the next meeting.

He was referring to having Mr. Eliot available on a case-by-case basis on things like revisiting the code on a particular issue. There may be the opportunity of utilizing Mr. Eliot's history and knowledge of the issue at hand...eventually to be approved by LEI.

Sean Roylance: If there were a subdivision submittal; it is unlikely that Mr. Eliot would be used at all. He has had a concern that certain code could be addressed during this "lull" in development. This would be a good time to clean up anything that may be needed.

City Recorder: Suggestion: It should be remembered that though the Planning Commission has the ability to consult with planners; they do not have the authority to run up a bill and to spend City money without Council approval. Example: Tony Fuller...he consults with the City through Aqua Engineering, on water rights; but he does not work for the City unless he has a Work Release approved through the Council. There should be an estimate of time involved and what that cost would be. Contracts are approved by the Council; whether billed through LEI or not.

Sean Roylance: It would literally be on a project-by-project basis; the City Council would approve the project and the possible use of Mr. Eliot....or the Planning Commission would approach the City Council with a possible project and request the use of MR. Eliot. This would be the same process when using LEI on a project.

He hopes the City makes better use of time when we could be looking at the code proactively. Not having done that is not LEI's fault; they were not given the permission to go forward and review certain aspects of the code. This opportunity could pass the City by. He feels it would be worth the expense to invest in the City's future development before any actual submittals take place.

The Mayor adjourned the City Council Meeting at 8:40 PM.

City Recorder