

OFFICIALS PRESENT: Mayor Karen Cronin presided and conducted the meeting. Toby Wright, Nathan Tueller, Esther Montgomery, James Taylor, Brady Lewis

CITY STAFF PRESENT: Greg Westfall, City Administrator
Craig Hall, City Attorney
Shanna Johnson, Chief Deputy Recorder

OTHERS PRESENT: Blake Ostler, Anna Ostler, Nelson Phillips

ITEM 1: CALL TO ORDER

Mayor Cronin called the City Council meeting to order.

A. INVOCATION

Council Member Wright offered the invocation.

B. PLEDGE OF ALLEGIANCE

Council Member Taylor led the audience in the Pledge of Allegiance.

C. REVIEW AND ADOPT THE AGENDA

MOTION: Council Member Lewis made a motion to approve the agenda. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Tueller, Yes
Council Member Montgomery, Yes Council Member Taylor, Yes
Council Member Lewis, Yes
Motion Approved. 5 Yes, 0 No.

ITEM 2: PROCEDURAL ISSUES

A. CONFLICT OF INTEREST DECLARATION

None.

B. PASS OUT WARRANTS TO COUNCIL MEMBERS (AND POSSIBLE DISCUSSION)

Shanna Johnson passed out the warrants.

C. BUSINESS LICENSE(S)

- **Star Valley Medical Center DBA Salt River Orthopedics – Tabled;** Representative not present.

ITEM 3: PUBLIC HEARINGS AND/OR PUBLIC COMMENTS

A. PUBLIC COMMENTS

No comments were made.

ITEM 4: ACTION ITEMS

A. APPROVAL OF THE WARRANTS

Shanna Johnson addressed a question that came up regarding two payments to CRB Underground. Shanna advised the first payment dated 9/27/16 for \$54,110 (representing two warrant line items \$25,315 and \$28,795) is to be voided as it was made out for too much. She explained that Susan Obray processes the void checks in batches and was out of the office, therefore the void had not yet been completed and was still showing on the warrant approval report. Shanna stated that a new check was created for the proper amount of \$ 46,996.50 (which represents the two warrant line items for \$29,697 and \$17,299.50). She explained that once Susan processes the voids and the system is updated the payment of \$54,110 will no longer be on the warrant report.

Council Member Wright asked what the payment to Cardwell Distributing was for. Greg Westfall said that this is oil that is used at the Wastewater Treatment Plant. He explained that this is ordered in bulk and it is used to grease gears, etc.

Council Member Tueller asked what the reimbursement to Brandon Hansen is for. Mayor Cronin explained that Mr. Hansen purchased a piece of property of which the former owner of the property had negotiated with the City on regarding an irrigation manhole that the City wanted to cover as part of the 900 West road project and in exchange the City offered to pay for the cost of irrigation water to be installed to the property. Mayor Cronin advised that City spoke to Paul Nelson regarding the arrangement of which he stated he remembered. Mayor Cronin said that this payment is for the connection fee. Greg Westfall explained the savings from not having to put in a new manhole for irrigation on the 900 West project was equal to the cost of the connection fee to Pineview. Mayor Cronin stated the City was not required to reimburse this as there was no agreement in writing but the City is honoring this arrangement. The City asked that Mr. Hansen pay for this up front, provide the receipt, and then the City would reimburse the cost after the fact.

Council Member Wright asked about a payment to Rocky Mountain Valves. Shanna Johnson and Greg Westfall advised that these are parts for the Wastewater Treatment Plant. Council Member Lewis asked if this is a maintenance item. Greg said yes.

MOTION: Council Member Taylor made a motion to approve all warrants, except for voided check (#20214), dated 9/27/16, in the amount of \$54,110. Council Member Wright seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Tueller, Yes
Council Member Montgomery, Yes Council Member Taylor, Yes
Council Member Lewis, Yes

Motion Approved. 5 Yes, 0 No.

Mayor Cronin explained that there is an additional warrant for the purchase of a new (2015 Chevy Cruze) vehicle in the administration department. She said that the vehicle itself was in budget which was \$15,000 but once they added on licensing, registration, and extended warranties it was about \$1200 over budget. Mayor Cronin stated we are looking to sell some of our older vehicles and Jay Bywater is confident that we can cover this additional amount. Greg said this is great vehicle, it is safe, and even though it is a 2015 it only has a little over 8,000 miles on it. Mayor Cronin said the City got an extended warranty on the vehicle so it is covered bumper to bumper for 5 years. She said that this vehicle will also be used by City staff to travel to training. She said whoever needs the vehicle and is going the longest distance will be driving the car. Council Member Lewis asked if we are mandated by the State to purchase off of State bid. Greg Westfall said we are not required to but it is an option for the City. He explained that we purchased a used vehicle which does not apply to State Bid; the state bid is a process for new vehicles. He said that Jay Bywater did research the State bid process as an option but there was nothing in our budget. Council Member Lewis asked where we are purchasing the vehicle from. Greg and Shanna answered Heritage Chrysler Dodge in Brigham City.

MOTION: Council Member Wright made a motion to approve the warrant for the purchase of a 2015 Chevy Cruze. Council Member Montgomery seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Tueller, Yes
Council Member Montgomery, Yes Council Member Taylor, Yes
Council Member Lewis, Yes
Motion Approved. 5 Yes, 0 No.

ITEM 5: DISCUSSION ITEMS

A. GENERAL PLAN OPEN HOUSE

Mayor Cronin said that Zac Covington from the Bear River Association of Government (BRAG) attended last Thursday's, October 6th General Plan Town Hall meeting and expressed how impressed he was with how many residents attended and were participating in the meeting, stating that participation was higher than what he has seen in other communities. Mayor Cronin asked Shanna how many people total participated on Wednesday and Thursday. Shanna stated 82 people participated in the meetings.

Mayor Cronin reviewed the Green Dot results from the October 5th and 6th General Plan Town Hall meetings (see attached presentation). She noted that in both meetings the top 5 initiatives for citizens were the same:

- Well maintained roads
- Bike lanes, connecting trails, and access to healthy lifestyle options
- Safety features (i.e. streetlights, crosswalks, sidewalks, pedestrian overpass, signage)
- Availability of clean water
- Parks and green spaces

Mayor Cronin said the first night there were a lot of people concerned with safe access to highway 89. She said one resident brought a petition that was signed by about 80 people who were concerned with safety in regards to Hwy 89. Mayor Cronin said that the City will be making an appointment with Utah Department of Public Safety to bring forth these concerns, as Highway 89 is not within the jurisdiction of the City to control. She said we can advocate and pass along the concerns but all improvements must be initiated by UDOT.

Mayor Cronin reminded the Council that the Green Dot survey was to identify items of which the citizens would be willing to pay a little extra money toward in order to get those services. She said if the citizens were not willing to pay extra money but wanted to provide input the City provided a Prioritization Sheet (which listed different projects/initiatives that could be prioritized by importance). Mayor Cronin asked Shanna Johnson to explain how she organized this data.

Shanna Johnson explained that she reviewed each item and looked at the number of votes at that priority level or higher. She then totaled these numbers at each level and listed the highest for that priority level i.e. Availability of Clean Water had 13 people who listed this as their #1 priority, and this was the highest number of votes at this priority level; the #2 priority was Safety Features, of which 7 people listed as their second priority. Shanna said that she then looked votes listed at #1 and totaled priority levels 1&2 for each initiative. She reported that Safety Features had 16 votes between priority 1 and 2, still the highest of all initiatives at that level, the next highest combined total being 14, which told her that Safety Features was the true second overall priority. She stated she used this same process for priority level 3; totaling not only priority 3, but levels 1 thru 3 and using this total to determine the third in priority and so on until all priorities were identified. She advised that she was able to determine priority on items that had votes that tied by looking at how many people had listed items in their top 5, or top 10, and so on. She said that the goal was to not only look at the number of votes on an item as this does not determine priority it only showed how many people prioritized the item somewhere within the survey. She explained this further by

stating that although 46 people may have prioritized Safety Features somewhere within the survey, which put this third on the list that is not where the majority listed the item in priority. Greg Westfall asked if it was safe to say that the top 5 items listed from the Prioritization Sheet and the Green Dot Survey were the same. Mayor Cronin summarized that yes they are the same. Shanna stated they are the same top 5, but listed in a different order.

Mayor Cronin reported that the City will be trying to gather more input by including the Prioritization Sheet in the next City newsletter. She said that we will allow for these sheets to be returned thru November. She said that December is a holiday month so we will most likely not get too into the General Plan until January. Council Member Tueller said if there are individuals that are not able to get the Prioritization Sheet back to the City to let him know so he can go and pick these up. Shanna said that if they are unable to mail this back, they can also always scan and email this to the City. Mayor Cronin said that in the newsletter they will instruct anyone who is unable to return the survey to contact the City.

Mayor Cronin said that there are a couple different ways to update the General Plan, we can start fresh and build a new one, which will cost anywhere from \$25,000 to \$90,000. Council Member Tueller asked what this cost includes. Mayor Cronin said that this would include the creation of a transportation plan (which we already have), affordable housing plan, etc. Greg Westfall said that this also includes studies and demographics, etc. Mayor Cronin said that the other option is to take what we already have and the new information we gather and update the plan. She said that this could be done with the help of staff and BRAG. Council Member Taylor asked how the current General Plan compares to the new data. Mayor Cronin said that this will be provided to the Council to review. Council Member Taylor asked if our current General Plan consistent with other cities. Mayor Cronin said she believes it generally is, but there are a few new initiatives that need to be added to update the plan such as adding healthy lifestyle options, etc. Council Member Lewis asked for some history on our current plan. Mayor Cronin said that the current plan was created in 2005, she said the City held a meeting of which people came and were divided into groups of 5-10 people and those groups went and talked amongst themselves about what they felt was important and came back and reported to all participants. She said that the current plan addresses transportation, and 2 years ago we updated the transportation plan. Mayor Cronin said that some cities get really detailed in their plans, but according to BRAG it is better to keep it simple. She said that she thinks that having the Planning Commission involved will be helpful as it will help us to identify what is beneficial for them to refer back to and what they may need more guidance on. Council Member Montgomery stated that she would prefer to build upon what we have. Greg stated that if you hire professionals to update the plan you can get this done for approximately \$40,000 and there are grants available to help with the costs. He agreed with the Mayor that if we want to begin with our current plan and just update it then we can accomplish this in house. He said that the biggest key is to make the General Plan usable. The Mayor and Greg explained that the Planning Commission recently reviewed a zone change application and when looking at the ordinance it referred them to the General Plan.

Mayor Cronin said that if the City is looking at the \$40,000 route, we would probably need to wait until next budget year. If we want to move forward and try to get grants, we can try for grants. Council Member Tueller said that he felt a lot of great creative people in the community who have helped to lay the ground work for our General Plan and he would like to see us build upon this groundwork and update the plan. Greg said that the organizations that help with these plans help structure the content. Council Member Tueller said his point is to not white wash what we already have for the budgeting purposes and also to preserve the history of the plan. Mayor Cronin said if she understands the feel of the Council we want to update what we have using the data we have received. Council Member Taylor said he is really interested to see what other responses we receive from the public and stated that we need to be responsive and keep the community

informed. Mayor Cronin advised that when we send the Prioritization Sheet out in the next newsletter we will address this to people who were not able to make it. She said that within the sheet there is an opportunity to make suggestions under the option of "other". Council Member Taylor said he is aware that some residents listed cemetery and he agreed that we do need a cemetery. Mayor Cronin said we have had a cemetery committee in the past and would like to have another committee to look into this. She said the question comes down to where we put our priorities, not only financial but also staffing priorities, but welcomed a volunteer committee.

Mayor Cronin asked the Council if they were supportive of the plan to put the Prioritization Sheet out in the newsletter, allow time for citizen response, and then start working on the General Plan in January, updating our current General Plan rather than starting from scratch. All Council Members were in favor of this plan. Mayor Cronin encouraged the Council to attend the next Planning Commission meeting to discuss the General Plan update together with the Planning Commission. She asked Shanna to send out a meeting notice for the City Council.

B. CITY CENTER PROJECT UPDATE

Greg Westfall gave an update on the City Center project. He reported that water and sewer has been stubbed out to all the properties. He said Pineview has been stubbed to all the property on the school side, Power conduit has been brought in. He advised that we are still in the process of getting Questar and Century Link. He said that there are just a few paperwork items to be finalized and then the property can go out for sale to the public hopefully within a week. Mayor Cronin said that our City Attorney has suggested getting an appraisal so that we know the value of the property and set that as the minimum bid and have a closed bid for a period of time for those interested in the property, we would then open the bids and award the property to the highest bidder. The council was in support of this method. Mayor Cronin asked the Council if we want to allow back and forth bidding. Craig Hall said that this could be done, bringing in the 2 highest bidders and allowing them to bid against each other. He said that we will need to draft and notice this a little differently but it was possible. Craig Hall said another option is to set up a public auction. Mayor Cronin said she is more comfortable with a bid process with a time period. The Council was in agreement with this.

C. GUN RANGE EXPANSION

Mayor Cronin reported that Council Member Tueller, Chief Arbon, a representative of Jones and Associates, Chief Range Safety Officer Eric Halter, and herself recently attended the NRA Range Planning & Development conference. She said her purpose in going was to see what it would take to continue to develop the range and if this was a viable option. She asked Council Member Tueller his thoughts about the conference. Council Member Tueller said the conference entailed three 8 hour days and went through everything needed for range development. He said the group was fairly small with 60 attendees, most of which were looking at setting up a private range. He said the Perry was unique in the fact that our range is a public range, and this was impressive to the NRA. Council Member Tueller said the meeting had experts from all over the country to help with range development and start up. He said there was a presenter named Don that spoke the first day and within minutes the Perry Team realized that he was a person the City needed to connect with. He explained that Don has experience at all levels. Don took time to talk with the City in terms of the potential of the range with the land that is available, what is already developed, and potential future development. Council Member Tueller said that he loves the Constitution and the 2nd Amendment and he feels the gun range is a great opportunity for Perry City to lead out and for the State to lead out. He said with some of the brainstorming regarding the expansion of the range magnified this great opportunity for the City. Council Member Tueller stated that he is often asked why the City would put money toward a gun range, and he answered for the same reason you put money into a swimming pool, or a tennis courts, etc. He said that this is for education. He said this happens to be in our lap, the land is available, and the development has already begun. He said the City had 1800

signed waivers; the Mayor clarified from this season. He said that it is projected that there were up to 6,000 visits to the range. He said that the City received feedback on the preliminary plan for the facility. He stated there were some pretty impressive individuals and we should take advantage of our opportunity and he is certainly excited about the possibilities. Council Member Tueller declared of all of the meetings to attend that was the right meeting to be at with where we are at, and what we have, and with who we met.

Mayor Cronin said upon their return they met with some of the State representatives about leasing land around the gun range. She reported that the City has already leased land 188 acres to the north and to the west to use as a buffer zone and we would like to use this land to put permanent structures on and expand the gun range to include trap and skeet and sporting clays, etc. She said the people they met with on October 5th indicated that the City needs a business plan for the gun range, which means to her that they are interested. She said usually if you are developing a gun range you would go to a bank, and they would investigate to see if this was a viable investment. Mayor Cronin said the State is not looking to give us money but to provide us the use of the land. Council Member Tueller said they were also concerned with encroachment of Federal land, State land, and Private property. Mayor Cronin said that after the meetings the City wanted to make sure that if we were to move forward we had the support not only from the bottom up, but also from the top down. She said in an effort to ensure this she made call in to the Governor's Office and asked if she could meet with the Chief of Staff. She explained that Craig Hall and she attended a meeting with the Governor's Chief of Staff and showed him the concept plan. She said that he was very supportive and said he would talk with the necessary people at the State and inform them that the Governor's office has been involved with this for over a year and if possible the Governor would like to see this move forward.

Mayor Cronin stated the next step is to put together a business plan and wanted to confirm with the council that they are in support of staff moving forward in this effort. She stated that she has always been of the mind that this should not be developed on the backs of the citizens. She said that she wants to make sure that the fees that are generated from this facility go back into it. Mayor Cronin asked the Council for their thoughts. Council Member Lewis asked what kinds of expansion items the City was planning for future development. Mayor Cronin stated the concept plan includes trap, skeet, indoor tactical and indoor archery. Council Member Tueller said that these venues would satisfy law enforcement agency needs, the general public and open the ability for different types of competitions. He said improvements will include an indoor range, and educational center. Mayor Cronin said that in the State of Utah you go to a class for concealed weapons permits and you do not have to show the ability to handle the weapon. Craig Hall stated that he had to. Council Member Tueller and Greg Westfall stated that they did not. Greg added that certain instructors may require this but it is not a State requirement. Mayor Cronin said this is like giving someone a driver's license without a driving test. She said that this range would allow for a concealed weapon permit class with a tactical piece to it. Council Member Tueller said that people would naturally want to participate in a tactical portion of this class if the facility is available.

Council Member Taylor noted that there are people in our community that are not excited about having a gun range in the community. He said that he has heard from many of them and there is some concern that Perry City is generating tax dollars for a facility that these individuals will never use and they are opposed to the facility. He said he needs to know how to respond with how this facility will benefit them. Greg said that this is a great question and it goes back to cities with public facilities that certain groups do not use i.e. public pools, golf courses, etc. He said the City he previously worked for had these facilities and he had two groups that fought against each other regarding the venues. He said that there were golfers that did not utilize the swimming pool and younger residents that had kids who swam and did not want tax dollars going to the golf course. He said if we tried to satisfy everyone we would never have anything. Council Member Montgomery

pointed out that a very minimal amount of tax dollars goes to this facility and it is almost self supporting. She said that people who come and use the facility pay a fee and these fees are used to operate this, along with generous donations and grants. Council Member Wright said that there are a lot of parks in Perry, he does not use any of them, yet he pays taxes on all of them. Council Member Tueller said that this is one of these things is that it is self sustaining and there are hundreds of examples of things that tax dollars go to the he does not use. Council Member Lewis said that with this facility we also bring interest to Perry City. Council Member Tueller said that this brings tax dollars. Council Member Lewis said this could also attract growth.

Mayor Cronin stated we closed down the long range shooting on September 30th (due to the request from the State reps to not allow long-range shooting during the duck hunt season) and when she returned after the conference on October 4th numerous calls had come into the office with people wanting to know where they can shoot and they have asked if they can shoot in the hills and we have no choice but to tell them yes. She said that this is a safety issue due to other people recreating. She said she feels that this facility makes Perry a safer place as it is contained. Council Member Tueller said he suspects that there are a very small number of Perry residents that use the facility. Mayor Cronin disagreed stating that our youth program brought about 2 or 3 scout groups a week using the range. Council Member Taylor indicated he is just representing the other side of this topic, as those feelings are out there. Mayor Cronin said the reasons for this facility provides a safe venue for shooting and keeps our mountain safe from fire, etc. It provides education regarding fire arm safety, and it provides a location for law enforcement training. Mayor Cronin said there are youth programs interested in the range for training and competitions. She said that there is a component in the concept plan for wounded warriors including a canal access which will allow more convenient access of our veterans to hunting grounds. She stated that this facility will bring economic development opportunities and increases sales tax revenue. She said there is also a tourism aspect bringing people into the area and into the State. Mayor Cronin said that it is now with the Council as to whether the City moves forward. Council Member Montgomery expressed her support of moving forward. Council Member Lewis said he has heard the comments made by Council Member Taylor and appreciates those comments. He said he for one is someone who likes to shoot and appreciates his second amendment rights, but he feels we need to be sensitive to those who have concerns with the facility and we need to properly justify improvements, make business sense of the facility, minimize the tax burden, and be responsible, if so he is in support. Council Member Tueller agreed. Mayor Cronin asked if there was anyone who had concerns. Council Member Taylor said he believes we just need to be transparent with the communities in regards to the budget and fees associated with the facility, as long as we are transparent he is in support. Mayor Cronin asked how we can be more transparent. Council Member Taylor said tell them their tax dollars are not being used for the facility. Council Member Lewis said that there will always be a small amount of tax dollars going toward it. Council Member Wright said that this is okay, if it is giving the citizens options, bringing the citizens growth if they want to see growth, but it also keeps the rural nature of the City that we have now. Council Member Lewis said the key is being inclusive with the citizens and being transparent. Mayor Cronin asked the Box Elder News Journal representative how the City can be more transparent. Nelson Phillips suggested publishing the numbers. Council Member Tueller stated that there are tax dollars going to operations and maintenance but they are very minimal. Shanna stated that the budget may have increased this year as compared to the last but only equal to grant monies and additional revenue received at the range. Shanna said that this is sensitive issue but as long as we are explaining grants that have been received, the small amount of money the city is putting towards it, and what the benefit of the facility is you are probably being as transparent as possible.

Mayor Cronin reiterated how helpful people at the conference were and they want to help us in our efforts. Council Member Tueller agreed. Mayor Cronin said that it is in the best interest for us to be transparent and asked for suggestions of how we can be more transparent. She said that it sounds

like we do want to move forward. She explained that we are also working with other entities to try to develop a pathway from Willard Bay along the west side of I-15 through Pointe Perry to the Bird Refuge in an effort of making this an outdoor recreation hot spot.

ITEM 6: MINUTES & COUNCIL/MAYOR REPORTS

A. APPROVAL OF CONSENT ITEMS

- **August 11, 2016 City Council Meeting Minutes**
- **August 25, 2016 City Council Meeting Minutes**
- **September 22, 2016 City Council Meeting Minutes - Tabled**

Council Member Wright advised that he sent Shanna some grammatical changes and a missing Council Member's name.

MOTION: Council Member Wright made a motion to approve the August 11, 2016 and August 25, 2016 City Council Meeting Minutes as amended. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Wright, Yes Council Member Tueller, Yes
Council Member Montgomery, Yes Council Member Taylor, Yes
Council Member Lewis, Yes

Motion Approved. 5 Yes, 0 No.

B. MAYOR'S REPORT: Mayor Cronin reported that we had a great General Plan activity and we will continue to seek information from the residents. She said that we have meetings set up to update the inter-local agreements out at Pointe Perry. She said that we have also been busy with the Gun Range expansion plans. Mayor Cronin said staff will be working to organize the Holiday Movie and will put something out in the newsletter regarding this.

C. COUNCIL REPORTS: Council Member Montgomery was impressed with the General Plan meeting, and with all that participated from the Council and Planning Commission. Council Member Tueller said he also received a lot of positive feedback regarding the meeting from the citizens. The Mayor and Council discussed the green waste. They suggested possibly changing/extending hours of operation on Saturday and listing the times open on the website.

D. STAFF COMMENTS: Greg Westfall advised some equipment in need of replacement at the Wastewater Treatment Plant that will total approximately \$20,000 and will be coming to the Council for warrant approval. He said that he does not have all the details but will get this to the Council once this is available. Council Member Tueller asked if this is a maintenance item. Mayor Cronin said yes, and if this goes over budget there are emergency funds that can be utilized. Council Member Montgomery reported that she met our new public works employee. Shanna added his name is Jay Elwood and reported that we also have part-time employee, Officer Freeze that just moved to Full-Time.

E. ITEMS FOR NEXT NEWSLETTER:

- General Plan Prioritization Sheet
- Green Waste Close Date (Second Week in November)
- Holiday Movie

ITEM 7: EXECUTIVE SESSION – None.

ITEM 8: ADJOURNMENT

MOTION: Council Member Montgomery made a motion to adjourn the council meeting.

Motion Approved. All Council Members were in favor.

The meeting adjourned at 8:31pm.

Susan O Bray, City Recorder

Karen Cronin, Mayor

Shanna Johnson, Chief Deputy Recorder