

**M**INUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD  
**OCTOBER 7, 2020** at 7:00 p.m. in the Vernal City Council room, 374 East Main,  
Vernal, Utah 84078.

**PRESENT:** Councilmembers Nicholas Porter, Dave Everett, Ted Munford, Travis Allan and Bert Clark and Mayor Doug Hammond.

**WELCOME:** Mayor Doug Hammond welcomed everyone to the meeting.

**INVOCATION OR UPLIFTING THOUGHT:** The invocation was given by Councilmember Dave Everett.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Councilmember Nicholas Porter.

**APPROVAL OF CITY COUNCIL REGULAR MEETING MINUTES OF SEPTEMBER 16, 2020:** *Councilmember Dave Everett moved to approve the minutes of September 16, 2020. Councilmember Nicholas Porter seconded the motion. The motion passed with Councilmembers Everett, Munford, Allan, Porter and Clark voting in favor.*

**REQUEST FOR APPROVAL OF AMENDMENT TO THE VERNAL CITY MUNICIPAL CODE – SECTION 6.20.010 – DOG LICENSING REQUIRED – ORDINANCE NO. 2020-11:** Councilmember Dave Everett explained that this issue came up several times during the Animal District meetings and the staff does not think it is fair to require someone to license a new pet in November and then have to license again in December as the dog licensing is on an annual basis to the end of the year. The thought is to change the licensing to a rolling calendar year. Mike Davis asked if they have tracking software. Councilmember Everett stated the staff indicated they can do this. After further discussion, *Councilmember Ted Munford moved to approve Ordinance No. 2020-11. Councilmember Dave Everett seconded the motion. The motion passed with the following roll call vote:*

*Councilmember Munford.....aye;*  
*Councilmember Allan .....aye;*  
*Councilmember Everett .....aye;*  
*Councilmember Porter .....aye;*  
*Councilmember Clark.....aye.*

**REQUEST FOR APPROVAL OF INTERLOCAL AGREEMENT WITH UINTAH FIRE SUPPRESSION SSD FOR FIRE SERVICES AT THE AIRPORT – RESOLUTION NO. 2020-11:** Allen Parker explained this is the first reading of this agreement as he has not been able to meet with the Director of the Fire District to review it. The current interlocal agreement for fire services at the airport is between the Uintah Transportation Special Service District and the Fire District and it needs to be changed to the City. The primary purpose is to address the after hours fire services and training. The City Attorney also reviewed the agreement and is suggesting several changes. Councilmember Dave Everett clarified that fire fighters only need to be at the airport for commercial flights. Quinn Bennion answered yes and explained that the

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payment to the fire fighters comes out of the airport fund. *Councilmember Bert Clark moved to postpone this item. Councilmember Ted Munford seconded the motion. The motion passed with Councilmembers Clark, Munford, Porter, Everett and Allan voting in favor.*

**REVIEW OF POTENTIAL CDBG PROJECT SUBMITTALS:** Quinn Bennion reminded the Council that this is a federal program with the main purpose of helping citizens that meet the low to moderate income threshold. The City has used this funding in the past for the crisis shelter and senior housing. One project that may qualify is fixing streets where there are low income residents. The City would need to do a residential survey to see if a percentage of the citizens on that street meet the guidelines. There are several streets such as 200 East from 200 South to 500 South and 100 East from 300 South to 500 South that may qualify. Once the survey is completed, it is good for 5 years. He noted that there is a mandatory CDBG meeting in November and the application is due in January. If multiple streets are qualified, the City could apply for funding over a three year period if there are matching funds available. The consensus of the Council was to complete the survey.

**PUBLIC HEARING: DOWNTOWN MASTER PLAN APPLICATION FOR FUNDING WITH THE COMMUNITY IMPACT BOARD:** Quinn Bennion explained that this project is a planning process to attract more people and tourists to the downtown area with safe pedestrian ways, place making and welcoming parking. He stated this is the right time to look at a master plan for downtown. Once the plan is completed, then the City will look at how to implement it. This hearing is for the application that has been submitted for the Community Impact Board funding which uses mineral lease funds. There is a 50% match requirement for planning grants and the City is asking for \$30,000 from the CIB Board. Uintah County committed \$15,000 and Vernal City will pay \$15,000. In addition, the UDOT planning group has allocated \$100,000 to this plan for a total of \$160,000. The plan is to use UDOT's procurement process as they already have prequalified firms. There are other programs and grants that may match up with the master plan such as the local sourcing of food from farmers, the UDOT Small Urban grant for Vernal Avenue and setting up a Community Development Area to investment in downtown. Mayor Doug Hammond opened the public hearing.

Laura Chynoweth, chair of the Chamber Downtown Revitalization Committee, stated that she is fully supportive of this process. She stated that she has lived in Vernal for 3 years and wants to stay, and a vibrant downtown is essential. She noted that the downtown area has so much potential with the historic theatre, library and Cobblestone Park. It does need something to connect and attract a variety of businesses. Like an environment for people to gather and businesses to thrive, where people want to hang out, go shopping and eat for a 4 to 6 hour time period.

Councilmember Bert Clark stated that when the decision was made to relocate City Hall, they looked for property on the east side of downtown to pull people this direction.

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Quinn Bennion explained that this plan will require some investment in downtown Vernal so the City will need to work on creating an environment where developers will want to invest downtown.

There being no further public comment, Mayor Doug Hammond closed the public hearing.

**REVIEW OF THE AIRPORT CAPITAL IMPROVEMENT PLAN:** Allen Parker presented the document showing the airport and FAA project plan. He noted that this document is submitted to the FAA and the State who reviews it and returns it to the airport with what they are willing to do off of this list. The purpose is to help the FAA proceed with their planning and funding for the next 10 years. The first items are reimbursements for projects that have already been completed. Quinn Bennion stated that the 2019 project is actually being paid for out of CARES Act funds. Allen Parker stated he would make that correction. Mr. Parker reviewed the list of projects with the Council. He noted that the largest project is a new terminal building which is very expensive. This project has been approved by the FAA at the 95% / 5 % cost which reduces the local burden considerably. The next step is to present this plan to the County. *Councilmember Ted Munford moved to approve the airport plan as presented with the one correction. Councilmember Bert Clark seconded the motion. The motion passed with the following roll call vote:*

*Councilmember Munford.....aye;*  
*Councilmember Allan .....aye;*  
*Councilmember Everett .....aye;*  
*Councilmember Porter .....aye;*  
*Councilmember Clark.....aye.*

**REQUEST FOR APPROVAL OF AGREEMENT WITH IWORQS FOR FLEET MANAGEMENT SOFTWARE:** Allen Parker reminded the Council at the last meeting they approved the contract with Iworq for business licensing software. Now the staff is asking for approval for fleet management software through this same company. The proposal is prorated for this year at a cost of \$1200 to the end of June then full price next year. Mike Davis asked what items will be managed. Allen Parker stated this software manages parts, inventory, personnel costs for each vehicle, work order generation, and analyzes the workloads and life cycles for each piece of equipment. Quinn Bennion stated the lead mechanic has committed to using this software. The Motorpool department is down to one person and this software will help him manage the needs of the equipment. Allen Parker stated the employees will be users of the system to let him know what is happening with the vehicles and generate a work order. After further discussion, *Councilmember Nicholas Porter moved to approve the agreement with Iworqs for fleet management software, Councilmember Travis Allan seconded the motion. The motion passed with the following roll call vote:*

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*Councilmember Munford*.....aye;  
*Councilmember Allan* .....aye;  
*Councilmember Everett* .....aye;  
*Councilmember Porter* .....aye;  
*Councilmember Clark*.....aye.

**DISCUSSION REGARDING WATER & SEWER LATERAL SERVICE LINE**

**WARRANT PROGRAM:** Quinn Bennion explained the City received information from the Utah League of Cities and Towns regarding a utility service line warranty program. Currently the homeowner is responsible to take care of any problems with their utility service lines from their home to the main line or lateral. In some cases the line goes across a street making the repair very expensive. This program offers a warranty to help pay those costs. The homeowner has the option to pay a monthly fee to have this warranty that will cover costs up to \$8500. Councilmember Bert Clark asked if this applied to businesses. Quinn Bennion stated it is just for residential property. Councilmember Dave Everett asked if there is any data on how quickly they respond. Quinn Bennion stated their response time is really good and impressive. Councilmember Ted Munford stated it could cost over \$10,000 and yet this service only pays up to \$8500. Quinn Bennion explained the standard rate for Utah for a water line \$5.25 a month or \$63 a year, and for a sewer line it is \$7.25 or \$87 a year, and the in home plumbing is \$113.88 a year. Mayor Doug Hammond asked if a homeowner has to take both warranties. Quinn Bennion answered that they pick which one they want to pay for. Councilmember Ted Munford asked about areas that are known to be in rough shape. Quinn Bennion stated they have to be a member for at least one month before the service is available. Councilmember Travis Allan asked if they have a business plan. Quinn Bennion stated he is not aware of one, however he will check. He stated that it is a Utah law that a utility has to notify users twice a year that they have to manage their own service line and this company would send a letter twice a year to take care of this requirement. He noted that rarely does a City get involved in endorsing a certain company, however there is not a private entity offering this service in Vernal. Councilmember Ted Munford stated he liked the idea, yet is nervous about promoting and endorsing a company they have no knowledge of. He stated he would like to see any letters before they are sent out. Quinn Bennion stated the City does have that option. Councilmember Bert Clark stated he thought this was a good idea. Quinn Bennion stated the City has the option to charge 50 cents per month administrative fee. Councilmember Ted Munford stated only if the City has staff time involved. Councilmember Bert Clark asked how they deal with joint lines as there are still a few of those in the City. Quinn Bennion stated that is a good question and he would get with Home Serve to answer the Councils questions.

**ADMINISTRATIVE REPORTS**

Main Street:

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Councilmember Bert Clark asked the staff to remind public works to clear the drain lines with all the leaves falling down. Also, when will the crews be removing the flowers. Quinn Bennion stated they are taking the flowers down right now and are taking the dirt out to Buckskin Hills who asked for it.

Homeless shelter.

Quinn Bennion stated he verified with the County that the homeless shelter will officially be closing November 15<sup>th</sup>. Councilmember Ted Munford stated there was a verbal agreement that the County would take care of the homeless shelter and the City would take care of the crisis shelter and victim advocate. Councilmember Dave Everett asked where this puts the City with the taxation for homeless. Quinn Bennion stated the City budget will be hit in two ways. First, the \$18,500 a year homeless tax will now apply, and the mitigation grant dealing with the homeless will not be funded in the amount of \$38,000.

Weed update:

Quinn Bennion stated there will be 5 citations going out this week mostly for vacant lots or out of town property owners who are not responding. Councilmember Ted Munford asked if the next step is to take care if it and bill them. Quinn Bennion agreed, the City will hire a contractor to mow and if they do not pay the bill that amount is added to their taxes. There are a few residents with health issues who the City is working with to clean up their areas. Councilmember Dave Everett stated this is having positive impact on the community.

**ADJOURN:** There being no further business; *Councilmember Dave Everett moved to adjourn. Councilmember Travis Alan seconded the motion. The motion passed with a unanimous vote and the meeting was declared adjourned.*

\_\_\_\_\_  
Mayor Doug Hammond

ATTEST:

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Roxanne Behunin, Deputy Recorder

( S E A L )