

M INUTES OF THE JOINT VERNAL CITY COUNCIL MEETING AND THE UTAH COUNTY COMMISSION MEETING HELD MARCH 11, 2014 at 3:30 p.m. in the Vernal City Planning Conference Room at 374 East Main, Vernal, Utah.

PRESENT:

Uintah County: Commissioners Mark Raymond, Mike McKee, and Darlene Burns.

Vernal City: Councilmembers Samantha Scott, Dave Everett, JoAnn Cowan, Ted Munford, and Mayor Sonja Norton. Bert Clark was excused.

Naples City: Mayor Dean Baker and Councilmember Gordon Kitchen.

Staff and Guests: Ken Bassett, Sherri Montgomery, Tina Williams, Sherry Gines, Keith Despain, Adam Massey, and Jessi Bowden.

WELCOME: Mayor Norton welcomed everyone to the meeting.

ACKNOWLEDGEMENT & APPROVAL OF SPECIAL MEETING: Councilmember JoAnn Cowan moved to approve the special meeting of March 11, 2014. Commissioner Mark Raymond seconded the motion. The motion passed with Commissioners Mark Raymond, Mike McKee, Darlene Burns and Councilmembers Samantha Scott, Dave Everett, JoAnn Cowan, Ted Munford, and Mayor Sonja Norton voting in favor.

APPROVAL OF THE MINUTES OF FEBRUARY 4, 2014: Commissioner Mike McKee asked to add to line 60 that the information on the deficit he reported was based on the Davis County Conference Center. Councilmember JoAnn Cowan moved to approve the minutes of February 4, 2014 with the correction noted by Commissioner McKee. Darlene Burns seconded the motion. The motion passed with Commissioners Mark Raymond, Mike McKee, Darlene Burns and Councilmembers Samantha Scott, Dave Everett, JoAnn Cowan, Ted Munford, and Mayor Sonja Norton voting in favor.

PRESENTATION OF ANIMAL SHELTER PROJECT - TINA WILLIAMS: Tina Williams introduced Keith Despain, engineer for the new building, and Sherry Gines, Shelter Manager. Ms. Williams explained that the Shelter is building a new canine isolation building. The current facility does not have an adequate quarantine or isolation area, which needs to be separate from the other kennels. This will be a 12 kennel building directly behind the shelter, and completely separate with its own air system. The cost of the building is around \$300,000, and the District has secured around \$147,000 in Community Impact Board funding. Sherry Gines explained that the shelter is an open entry shelter, which means they take in all stray animals within the County whether healthy, sick, or injured. The current air system at the shelter circulates around the entire building, so if there are any airborne illnesses, all the animals can get sick. Owners who come in to claim their animals are not very happy when their pet has become sick at the Shelter. Ms. Gines explained that the main priority of this new

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facility is to house dogs. Cats are not a priority at this point, and do not get claimed as often as dogs. Ms. Gines stated that they feel the adoption rate will increase with healthier animals. The new facility will also have a bathing unit to clean the animals. Everyone agreed that this project is a great idea.

FOLLOW-UP ON ELECTRONIC SIGN: Jessi Bowden presented a slideshow of the current electronic sign that resides on Main Street and the proposed sign with the LED lighting system similar to what Davis Jubilee currently has in front of their store. Ken Bassett asked what the difference is with the proposed sign compared to the current sign. Ms. Bowden explained that the sign visually looks the same; however, the pixel size is different and has blue LED lighting. Adam Massey mentioned that it has been enhanced, so it can be seen further away. Ms. Bowden explained that YESCO suggests that the sign be changed to either a 20 millimeter or 16 millimeter pixel distance. The 16 millimeter is better, and the 20 millimeter is LED industry standard for all billboards. As part of the proposal, YESCO will remove the existing double face electronic message center display and transport it to the new proposed location. Mr. Bassett asked where the new proposed location would be. Ms. Bowden explained that it would be where the “Welcome to Vernal City” concrete triangle is next to the green dinosaur. Mr. Bassett asked if the proposed sign would be double sided. Ms. Bowden answered yes, and it would be angled. Councilmember Ted Munford asked if the proposal is keeping the pole part of the sign and just replacing the LED bar. Ms. Bowden answered yes, and they would also be angling the sign, so it can be seen from both stop lights. The software to manage the sign would be included and installed on a specific laptop, and the sign would be equipped with a cellular communication modem. This would allow changes to be made from any location with the laptop, as well as allow for any necessary troubleshooting without having to have someone physically come to the location of the sign.

Ms. Bowden explained that there are two exclusions to the bid. The removal of the existing “Welcome to Vernal City” sign and the power to the location of the sign is not included in the pricing. Councilmember Munford asked if the monthly cellular agreement would require a data plan. Ms. Bowden explained that it would require a 4G data plan. Mayor Sonja Norton asked if the changes could be made from someone’s cellular phone. Ms. Bowden explained that changes can only be made from the specific laptop that has the software installed. Councilmember Munford stated that it would be a great feature, but would be expensive. Councilmember JoAnn Cowan asked where the laptop would have to be located to make changes to the sign. Ms. Bowden explained that it could be located anywhere. She added that if a cellular module is not installed into the sign, the changes would have to be made within 100 feet of the sign. Mr. Massey stated that if the sign was installed at the Convention Center, the changes could be made from a local office. Councilmember Munford stated that there would need to be a lot of updates to the sign regularly to justify the cost of a monthly cellular agreement. Ms. Bowden explained that they have five to ten people a week asking if they could broadcast on the sign. Councilmember Munford asked if they are currently charging for

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the advertising on the sign. Ms. Bowden stated not at this time. Mr. Massey added that if it is a community event, there is no charge.

Mayor Norton asked how many pixels the sign has at Davis Jubilee. Ms. Bowden answered 20. Ms. Bowden explained that there are two different warranty options. The first one is a five year parts only warranty that does not include service, which is what YESCO recommends. The other warranty is 90 days unconditional parts and labor and three year parts only. YESCO also recommends a maintenance agreement. Mr. Bassett asked how much the maintenance agreement would cost. Ms. Bowden stated around \$60 to \$80 a month. Commissioner Mike McKee asked if there was a warranty that is included with the sign. Ms. Bowden stated that there is a 90 day warranty. Councilmember Munford asked if they have considered just moving the sign or does the LED part need to be replaced. Mr. Massey explained that they are currently having problems with one side of the sign. Councilmember Munford asked how long the current sign has been there. Commissioner Darlene Burns said around 10 to 12 years. Councilmember Cowan asked what the cost would be to upgrade the LED, but leave the sign in its current location. Ms. Bowden stated that she does not have the cost broken down individually.

Commissioner McKee asked if an RFP (request for proposal) needs to be done in order to move forward. Mr. Bassett answered no, because this is an artistic professional service. The City has never done an RFP on any of the billboards or signs. Commissioner McKee stated that the County has to do an RFP on anything that costs more than \$20,000. Mr. Bassett stated that the City could take care of the sign without an RFP. Mayor Norton stated that she likes the idea of leaving the sign where it is currently located, but updating the LED if it is not currently working. Councilmember Cowan asked if there was power to the current sign. Commissioner Burns stated that the power was disconnected for the sprinkling system. Councilmember Munford stated that it should still have power there. Councilmember Cowan suggested keeping the current sign where it is located now and upgrading the pixels. Councilmember Dave Everett asked if the Chamber would be able to operate the sign. Mr. Massey stated that the Chamber has one computer dedicated exclusively to the sign. Commissioner Burns stated that it needs to be analyzed as to where the sign will be viewed the most and if it is worth the expense to move it. Councilmember Munford asked how long the bid is valid. Ms. Bowden explained that the bid is good for 15 days. Councilmember Cowan voiced her concern over moving the sign to the corner by the dinosaur due to a safety hazard. Councilmember Munford stated that the sign would look better there, but agrees that it would be a safety hazard. He added that he agrees with Councilmember Cowan to leave the sign at its current location and upgrade the pixels. He also suggested inviting YESCO to the next meeting to discuss numbers. Mr. Massey stated that he would send everyone a new proposal on fixing the sign without moving it, before the next meeting.

AIRPORT PROJECT UPDATE: Commissioner Mike McKee stated that SkyWest started their flights from Vernal on March 2, 2014. He explained that it started out slightly slow, but it

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has continued to grow with Sunday's flight seating 19 passengers. Everything is working out well, and people are pleased. It takes one half hour to get to Salt Lake City, and passengers can get a connecting Delta flight. There is still a desire and need for people to be able to fly into Denver, and that is still being evaluated. Commissioner McKee explained that a terminal upgrade is on the CIB list this year.

UPDATE ON CONFERENCE CENTER / 200 SOUTH VACATION AND/OR REROUTE REQUEST: Commissioner Darlene Burns explained that they meet with the architects on the new Conference Center regularly. The first bid package was sent out for the excavation work, foundations, footings, and underground electrical work. The second bid package will be sent out in a month for the electrical, structural, and building. Commissioner Burns stated that they have had meetings on the AV / IT going into the building to determine the needs. Commissioner Burns stated that the County placed a notice in the paper and held a public meeting to see if there was any interest on purchasing some of the land that is available around the Conference Center. She stated that there were no public comments. Commissioner Burns explained that once it has been decided where the parking will go, then they can see if there is any additional space that could possibly be used for a hotel. Councilmember JoAnn Cowan asked the status of the Children's Justice Center. Commissioner Burns stated that the center will be moving to the triangle piece of property that is directly across from the Golden Age Center.

Commissioner Burns explained that Uintah County is asking the City for a possible vacation or reroute of 200 South from 200 East to 400 East to accommodate the needs of the new Conference Center. Commissioner Burns explained that they might not need the whole street, but would like to have the availability to do what they need to if necessary. They would like to put in larger walkways going across to Western Park. Commissioner Burns explained that it would not mean that people would not be able to drive through the road; however, it might not be straight through as it will be curved. The plan is to couple up the parking with Western Park. Councilmember Ted Munford stated that his concern is that he used to live in that area and going around the Western Park parcel is a long drive. Commissioner Burns explained that there will be access to drive through it, but it will be more like going through a parking lot. Commissioner Burns stated that it may not even happen, but they are hoping it can be considered. Commissioner Burns explained that it would not necessarily be a vacation, but more of a walk way to encourage walking between Western Park and the Conference Center. Councilmember Munford asked if it would be possible to get some design concepts of possibilities of the County plan to do with the road. Commissioner Burns answered yes, and added that she is just trying to get the process started. Ken Bassett explained the process involved in vacating a road including notice in the newspaper along with a public hearing. He added that if the City is not going to vacate the road, then that process is not necessary. Commissioner Burns stated that is why the County asked for a vacation or reroute. Mr. Bassett explained that in order for the City to make a decision, they need to know exactly what the

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County wants to do. He added that if there is not going to be any structures on the roadway, there is no reason to vacate it. Mr. Bassett stated that a prime example of what the County is trying to accomplish would be between Temple Square and the Family History Center in Salt Lake City. Councilmember JoAnn Cowan suggested asking for input from Glade Allred, Streets Superintendent, and Dylan Rooks, Chief of Police, on how this will impact emergency vehicles, snow removal, maintenance of the sidewalks, etc. She added that temporary barricades in the roadway with blinking lights during an event might accomplish the needs of the County. Commissioner Burns asked if it possible to shut down a City road for an event. Mr. Bassett answered yes; the City closes roads for parades and events all the time. Commissioner Burns stated that the County would like to withdraw their letter.

ROUND-ABOUT ON WEST MAIN STREET: Ken Bassett explained that he received a call from the Utah State University regarding the area where the round-about is landscaped. For a couple of years now, no one has been maintaining that round-about where there is landscaping. Mr. Bassett explained that he was having the gentleman who was doing the maintenance on the grass strips, go in and weed that area and make it look presentable. USU was being billed for it. However, USU feels that all three entities should be responsible for the maintenance of the area, because they do not own the property. The actual round-about is in both the City and County, half in the City and half in the County. USU would like to re-landscape the area with some type of drought landscaping. Mr. Bassett explained that he has still not received a proposal from USU on what they would like to do; therefore, he suggested tabling this issue until the proposal has been received. Commissioner Mike McKee stated that the whole area is a centerpiece for the community that needs to be kept attractive. Commissioner Darlene Burns suggested placing flower pots there. Councilmember JoAnn Cowan explained that it would be hard to get the water truck in there to water the flowers. Mayor Sonja Norton stated that there is a sprinkling system there. Councilmember Cowan stated that there are a lot of people who take pictures in that area; therefore, it needs to look nice with some type of low maintenance landscaping, but not gravel. The consensus was to table the issue until next month.

MEETING SCHEDULE: The elected officials discussed several dates and times to hold the joint City / County meetings. Commissioner Mike McKee stated that either the first or third Monday of each month would be better for the County. The consensus was to meet on the first Monday of every month, beginning on April 7, 2014 at 3:30 p.m. The next meeting will be held at the County.

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

Ken Bassett, City Recorder