

MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD
NOVEMBER 16, 2016 at 7:00 p.m. in the Vernal City Council room, 374 East Main,
Vernal, Utah 84078.

PRESENT: Councilmembers, Dave Everett, Samantha Scott and Bert Clark. Councilmembers Travis Allan and Ted Munford and Mayor Sonja Norton were excused.

APPOINTMENT OF MAYOR PRO TEMPORE: The Council selected Dave Everett to serve as the Mayor Pro Tempore.

INVOCATION OR UPLIFTING THOUGHT: An invocation was given by Councilmember Bert Clark.

PLEDGE OF ALLEGIANCE: The pledge of Allegiance was led by Councilmember Samantha Scott.

WELCOME: Mayor Pro Tempore Dave Everett welcomed everyone to the meeting.

APPROVAL OF THE MINUTES OF NOVEMBER 2, 2016 REGULAR MEETING:
Councilmember Bert Clark moved to approve the minutes of November 2, 2016. Councilmember Samantha Scott seconded the motion. The motion passed with Councilmembers Everett, Scott, and Clark voting in favor for a unanimous vote.

LAW ENFORCEMENT APPRECIATION EVENT - ELIZABETH MATTHEWS:
Elizabeth Matthews explained that January 6, 2017 is National Law Enforcement Day and events are scheduled for Duchesne County in celebration. This has not been done before in the Uintah Basin, and it is important to show appreciation to benefit the community and local law enforcement officers. The first project will be tying ribbons on the street poles starting in Duchesne City all the way to Ballard. Gift bags are being prepared for the officers and will be handed out at a dinner for them and their partners where the Union High Band will perform. Ms. Matthews stated she met with Sheriff Norton and Chief Rooks back in September to see if Uintah County would also like to participate. They were supportive, but no final decision was reached. She asked the Council if Vernal City would be interested in participating for their officers. Councilmember Samantha Scott asked the Youth Mayor, Jake Abrams, if the Youth Council would be interested in tying the ribbons. Mr. Abrams answered yes. Elizabeth Matthews indicated that a Facebook page has been set up dedicated toward this event. Ken Bassett asked if the activities are exclusively in Duchesne County and asked why they are not in both areas. Elizabeth answered that is why she is here tonight to see if there is interest in having activities in both Counties. Councilmember Clark stated that the cost for advertising will be \$300. Elizabeth Matthews answered that the total cost is \$1500 so the cost split between all the agencies would be \$300 each for advertising. Donations have been received in Duchesne County to help cover their costs for the dinner, gift bags and breakfast. Councilmember Dave Everett asked who organize the activities in Uintah County. Elizabeth Matthews stated that Bryce from the Rotary Club is willing to be over the Uintah County events. However, the schools will not be doing the balloon release so that would have to be a community event with Air Gas donating the helium for the balloons. Councilmember Dave Everett stated this would be a wonderful event and Mayor Norton should be involved. Ken Bassett suggested

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Mayor Norton and Councilmember Allan look at it and what events they are interested in participating in along with Sheriff Norton and Naples City. He asked if there is a cost per officer. Elizabeth Matthews indicated that the dinner is \$24 per person. She noted that they do not want to interfere with Christmas so most of the planning needs to be in place quickly. Councilmember Samantha Scott asked if Naples City was supporting this event. Sergeant Cox stated they are. After further discussion, Mayor Pro Tempore Dave Everett stated the Mayor and Councilmember Allan will be asked to contact Ms. Matthews to finalize plans.

YOUTH CITY COUNCIL REPORT - JAKE ABRAMS, YOUTH MAYOR: Jake Abrams explained that the Youth Council has been busy with over fifty volunteers helping with the Halloween Carnival and scheduled to serve hot chocolate at Holly Days and decorate the Christmas tree in City Hall. Also, a Town Hall meeting is being planned with local leaders to answer questions about the economy and what the students can do to help prevent this drop in the economy in the future. A Facebook page has been developed to keep track of the Vernal Youth City Council events. Councilmember Bert Clark asked when the Town Hall meeting will be held. Jake Abrams answered possibly around 1:30 pm during an assembly, or possibly after school. The student participation will be higher if it is done during school hours. No firm date has been set yet, possibly January 3rd or 4th. Councilmember Samantha Scott stated Mayor Norton will be a guest speaker. The Council voiced their appreciation for the work the Youth Council is doing.

REQUEST TO AMEND THE VERNAL CITY MUNICIPAL CODE, CHAPTER 2.80 - PERSONNEL SYSTEM - ADDING AN APPEAL HEARING OFFICER & PROCEDURES - ORDINANCE NO 2016-16: Ken Bassett explained that this Ordinance would change the process for appeals of certain disciplinary actions taken against City employees. The appeal could be heard by an appeals officer rather than the City Council, at the choice of the City. The language for this Ordinance was drafted by the City Attorney and outlines the procedure with time frames. Councilmember Dave Everett stated this was a good way to handle these types of appeals. Ken Bassett stated that Mike Dreschel is the City’s appeal officer for land use issues and this can be added to his contract. Councilmember Bert Clark suggested the “statement” be clarified as “written statement”. Councilmember Samantha Scott asked about the hearing officer doing the written finding of fact. Ken Bassett stated he can request the prevailing party draft it or he can do it himself. *Councilmember Bert Clark moved to approve Ordinance No. 2016-16 with that one change. Councilmember Samantha Scott seconded the motion. The motion passed with the following roll call vote:*

- Councilmember Everettaye;*
- Councilmember Scottaye;*
- Councilmember Clark.....aye.*

REQUEST TO AMEND THE VERNAL CITY PERSONNEL POLICIES AND PROCEDURES - SECTION 12.05.050 - PRE-DISCIPLINARY HEARING WITH EMPLOYEE - RESOLUTION NO. 2016-13: Ken Bassett explained that the Personnel Policy manual of the City indicates how the staff conducts a hearing with an employee prior to making any decisions regarding discipline. Resolution No. 2016-13 clarifies and provides more direction as to how that process is taken care of at the administrative level in compliance with

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State law. *Councilmember Samantha Scott moved to approve Resolution No. 2016-13. Councilmember Bert Clark seconded the motion. The motion passed with the following roll call vote:*

Councilmember Everettaye;
Councilmember Scottaye;
Councilmember Clark.....aye.

REQUEST TO AMEND THE VERNAL CITY MUNICIPAL CODE, CHAPTER 5.60 - RESIDENTIAL SOLICITATION AND CHAPTER 5.74 - TAXI SERVICE - ORDINANCE NO. 2016-17:

Ken Bassett explained that there are several codes on the books dealing with business licenses for door-to-door solicitors or taxi cabs that need amended. The door-to-door solicitor code needs to add the revocation of a license to the appeal procedure so the applicant has that avenue if their license is revoked. Also, Chapter 5.74 deals with taxi cab drivers. The code does not include an appeal process if the business license is not approved or is revoked or suspended. This ordinance adds the procedure the applicant has to go through to appeal the decision of the business license clerk. The most common reason to deny a license deals with the applicants criminal history. If the person believes that a disqualifying event should not be considered, it would go to the Council which is the same procedure for door-to-door solicitors. Councilmember Samantha Scott asked why the disqualifying event is duplicated. Ken Bassett stated that administratively as long as someone satisfies the requirements of the code, the license is issued unless they have a disqualifying event which must be outlined in the code. The City code requires an applicant to not have any disqualifying items in their background for ten years. Councilmember Dave Everett asked if there was a statute of limitations. Ken Bassett stated there is not one for licenses, and the ten year time limit was suggested by the City Attorney. *Councilmember Dave Everett moved to approve Ordinance No. 2016-17 as presented. Councilmember Samantha Scott seconded the motion. The motion passed with the following roll call vote:*

Councilmember Everettaye;
Councilmember Scottaye;
Councilmember Clark.....aye.

ADMINISTRATIVE REPORTS:

Special Service Districts:

Councilmember Samantha Scott reported that the Recreation District has closed some properties for the winter and has chosen a new golf pro. Budgets are being cut, and the hope is that services will not have to be cut. Councilmember Dave Everett stated the Animal District has also been concerned with the budget, and the County has secured their funding, at least for the next year.

UBOC Concert:

Ken Bassett reminded the Council that the Christmas concert is scheduled for December 3rd and there are four tickets available as a sponsor of the event.

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Law Enforcement Appreciation:

Elizabeth Matthews stated that they only have three weeks to put this event together and if they wait for the Mayor to contact them there will not be enough time. She asked for a final answer if the City will help sponsor this event by Friday. Also, raising money at Christmas time will be tough. Ken Bassett stated the Mayor will not be back before Friday. He indicated he would contact her and Councilmember Allan. Elizabeth Matthews asked for a commitment at least for purchasing and putting up ribbons and balloons as the breakfast and dinner are provided by the community. Ken Bassett stated the City can handle the ribbons and advertising expenses. *Councilmember Bert Clark moved to support the Law Enforcement Appreciation Day with balloons, ribbon and advertising. Councilmember Samantha Scott seconded the motion. The motion passed with Councilmembers Clark, Scott and Everett voting in favor.*

Ken Bassett asked if fund raising efforts will begin for all officers in Uintah County. Elizabeth Matthews answered yes, and all officers will receive an e-mailed invitation.

ADJOURN: There being no further business; *Councilmember Bert Clark moved to adjourn. Councilmember Samantha Scott seconded the motion. The motion passed with a unanimous vote and the meeting was declared adjourned.*

Mayor Pro Tempore Dave Everett

ATTEST:

Roxanne Behunin, Deputy Recorder

(S E A L)