

ALPINE CITY COUNCIL ELECTRONIC MEETING
Held at various locations including Alpine City Hall and Councilmember or Staff homes
April 14, 2020

I. CALL MEETING TO ORDER: The meeting was called to order at 7:00 pm by Mayor Troy Stout

A. Roll Call: The following were present and constituted a quorum.

Mayor Troy Stout

Council Members: Lon Lott, Jason Thelin, Carla Merrill, Greg Gordon.

Council Members not present: Judi Pickell submitted her resignation on April 6, 2020 due to change of employment.

Staff: Shane Sorensen, David Church, Charmayne Warnock, Austin Roy, Bonnie Cooper, Police Chief Gwilliam,

Fire Chief Reed Thompson, Marla Fox

Others: Brandon Johnson, Mark Anderson

B. Prayer: Lon Lott

C. Pledge of Allegiance: Troy Stout

II. CONSENT CALENDAR

A. Approve City Council minutes of March 10, 2020

B. Purchase of Parks Utility Vehicle: John Deer Company, \$20,981.86. Shane Sorensen said this was included in the budget as part of the vehicle replacement plan.

C. Bond Release #1, Montdella: \$9,665.75

D. Bond Release #4, The Ridge at Alpine, Phase II: \$14,350.00

E. Bond Release #5, The Ridge at Alpine, Phase II: \$33,152.25

F. Approval of 300 North Well Pump – Widdison Turbine Service: \$73,057.00.

Shane Sorensen said the Council previously approved funds for the development of the 300 North well. This expenditure was to install a new pump in the well.

G. Resolution No. R2020-05, Interlocal Agreement for Central Utah 911. Shane Sorensen said Pleasant Grove was joining Central Utah 911, so the Agreement needed to be amended to include them. The amendment also added a provision that when other cities joined in the future, they wouldn't have to amend the agreement each time.

MOTION: Lon Lott moved to approve the Consent Calendar. Seconded by Greg Gordon. Ayes: 4 Nays: 0. Motion passed.

Ayes

Lon Lott

Carla Merrill

Greg Gordon

Jason Thelin

Nays

None

III. PUBLIC COMMENT: There was no public comment.

IV. REPORTS AND PRESENTATIONS

A. Electronic Public Meeting Discussion

David Church said that under the Public Meetings Act, cities were authorized to hold public meetings electronically. Alpine City had already adopted their own ordinance allowing electronic participation in a public meeting. However, the City ordinance required an anchor location and provided for the public to attend that location. But due to COVID-19, Governor Herbert issued an emergency order waiving the requirement for an anchor location for public meetings.

Shane Sorensen said cities were required to provide a way for public meetings to be broadcast so the public could view it simultaneously and participate electronically. This City Council meeting was being broadcast live on Alpine City's YouTube channel at <https://www.youtube.com/watch?v=aIXnz9fellw>. The public could participate under Public Comment for items not on the agenda by emailing their comments to admin@alpinecity.org up until 5 pm on the day of the meeting. Comments on agenda items could be emailed during the meeting when they were called for. He asked that the Council remain muted unless they had something to say. Mayor Stout asked that roll call votes be taken to avoid confusion.

B. Introduction of City Recorder in Training: Bonnie Cooper

Shane Sorensen introduced Bonnie Cooper who was training as the new City Recorder since Charmayne Warnock was retiring. Mayor Stout said he was sad to see Charmayne go and thanked her for her years of outstanding service. He said he had met Bonnie Cooper and felt she would be a good addition to the staff.

C. Judi Pickell Resignation/Council seat vacancy

Shane Sorensen said Judi Pickell resigned her Council seat on April 6th because her husband obtained employment in another city and the family was moving. The vacancy had been posted in the Newsline and on the webpage and in various locations. Applications would be accepted until April 23rd at 5 pm. Applications and resumes would be included in the City Council packet so the Council could review them prior to the meeting of April 28th when the selection would be made. Charmayne Warnock said Lori Qian and Caroldeen Neves had applied for the seat.

D. Emergency Operations Plan (EOP)

Shane Sorensen said Alpine City had adopted an Emergency Operation Plan several years ago. In light of the COVID-19 pandemic, they would be making some adjustments to it. Section 3.1.4.5, which dealt with Public Health Emergencies and the possibility of a pandemic stated, *Planning for these events is well beyond the ability of Alpine City, but if an outbreak were to occur, the City will be expected to provide accurate information in an immediate fashion.*

Lon Lott said that in reading the EOP, he felt it would be critical for everyone to know their role. The mayor was the incident commander who would work with the city administrator and other officials. He said that as mayor pro tem, he would like to be aware if the mayor was leaving town in the event something did happen so he would know if he needed to step in. Mayor Stout said he was considering appointing an emergency event coordinator, but they would discuss that in a later meeting.

Chief Reed Thompson said that both FEMA and Texas A & M Extension Service offered a really good management course for emergencies. It was a four-day course taken at your location or their location. The cost of the course was completely covered for elected officials and public works and public safety personnel. The training would be very beneficial and he suggested they talk about getting some people into it.

E. Financial Report

Shane Sorensen said the City was 75 percent of the way through the budget year. Things had been going very well until they ran into COVID-19. They wouldn't know the true effect of the outbreak until next year. There was a two-month lag on revenue from sales tax and Class C road funds (gasoline tax) so they would know later how that was shaping up. They had already received the bulk of the property tax revenue, which was one of the City's biggest sources of revenue.

Greg Gordon asked how they would plan for the next year with the uncertainties and suggested they be conservative in planning. The projection was that the country would be amid a recession by fall. Shane Sorensen said that even after the budget was adopted, the Council could open it throughout the year and amend it as needed.

V. ACTION/DISCUSSION ITEMS

A. Resolution No. R2020-04, Authorizing the Issuance of Water Revenue and Refunding Existing Bonds

Shane Sorensen welcomed Mark Anderson with Zions Public Finance and Brandon Johnson, acting Bond Counsel to the meeting. He said the City needed to take out a bond for a few projects, the first one being construction of the CUP pump station, which was discussed in the previous meeting. The Central Utah Water District would pay 50% of the cost of the pump station; Alpine's share was estimated at \$600,000 for everything including engineering. The water would have to be filtered before entering the PI system which be an additional \$300,000. They were also including a pump for the 300 North well in the bond amount. Other items in the Capital Facilities plan may also be added.

This particular agenda item was a parameter resolution to set the limits of the bond, grant authorization to execute the bond, and set the public hearing. The principal amount of the bond would not exceed four million dollars. Part of that principal was the original three-million-dollar bond which would be refunded at a lower interest rate. Up to another 1.5 million dollars would be added to the bond. The bond maturity period would not exceed 12 years with an interest of rate of no more than 4%.

Mark Anderson said he had been involved in other bond openings and had seen higher than expected costs so it would be good to have some built-in flexibility. He expected the bonds to close in June. They were hoping to get an interest rate of 1.5%. He believed Alpine's type of bond would not be as susceptible to the fluctuations in the economy as some.

Shane Sorensen said they would have a public hearing on May 12th. Bids would be due by May 27th. They were proposing to maintain the same bond payment they currently paid. This reissuance would extend the life of the bond out another couple of years depending on the final amount. He said it would be a good idea to firm up the water supply for residents in the future.

MOTION: Lon Lott moved to approve Resolution No. R2020-04 Authorizing the Issuance of Water Revenue and Refunding Existing Bonds. Carla Merrill seconded. Ayes: 4 Nays: 0. Motion passed.

Ayes

Lon Lott

Carla Merrill

Greg Gordon

Jason Thelin

Nays

None

B. Approval of Amended Lone Peak PSD Interlocal Agreement

Troy Stout said the Lone Peak PSD Interlocal Agreement was being amended after the departure of Cedar Hills from the District. The Board had a lot of discussion about the potential makeup of the Board since Highland had a larger population and was providing more revenue, but they had come to an agreement.

Shane Sorensen reviewed the Board composition, which would have five members. Each city would have two regular members on the board, then each city would have an alternate member selected by a majority vote of the respective council. The fifth member would alternate year to year from each city and would be the chairman. Any action of the board had to be approved by three votes. The chair would vote only in the event of a tie or in the appointment or dismissal of a chief. The Agreement also included clarification about the population data, which was how assessments were calculated.

If a proposed budget for the Lone Peak PSD District exceeded the average property tax revenue for both cities for the previous fiscal year, both Councils would have to vote to approve it, excluding any new revenue increase.

Jason Thelin, as a board member, said he was present at the discussion on the amended agreement. He said the alternate member position was very important and he/she needed to be knowledgeable about the issues and step into the role. Judi Pickell was to be Alpine's alternate, but she had resigned so they needed to select a new alternate.

David Church said the alternate would be appointed by the mayor with the advice and consent of the council.

MOTION: Lon Lott moved to approve the Lone Peak Public Safety District Interlocal Agreement as amended. Greg Gordon seconded. Ayes: 4 Nays: 0. Motion passed.

<u>Ayes</u>	<u>Nays</u>
Lon Lott	None
Carla Merrill	
Greg Gordon	
Jason Thelin	

C. Ordinance No. 2020-06, Amendment to the Sign Ordinance

Austin Roy said the amendment to the sign ordinance grew out of concerns about the Altabank sign. The City had received numerous complaints about it obstructing the view at the intersection of Main Street and 100 South. The Council had discussed reducing the allowed height of signs and the item was tabled so staff could evaluate other signs in Alpine. Austin Roy said he had measured other signs in Alpine and included the list in the packet of different signs throughout Alpine and their various heights.

Lon Lott said it was critical when measuring the height of a sign that they consider where they were measuring from. A six-foot high sign sitting on a two-foot berm would be considerably higher. To be uniform, he suggested measuring from the level of the curb rather than the ground.

Shane Sorensen said a pedestal increased the height and people needed to include the pedestal in their measurements.

The Council discussed the problems related to signs and visibility along with possible solutions which included increasing the size of the sight triangle, increasing the required setback, taking into consideration natural terrain and the curb radius, and reducing the allowed height for a sign.

Carla Merrill pulled up a photo of the old Bank of American Fork sign. There had been no complaints about the old sign because it had not created a sight problem like the new sign. She pointed out that the old sign had a large space between the base of the sign and the actual sign. The space was at least three and half feet wide which allowed motorists to see oncoming traffic. The sign was also set farther away from the building. The new Altabank sign was a solid monument set on a solid base.

After a lengthy discussion, the issue of the sign ordinance was tabled, and staff was directed to come back with an ordinance that addressed their concerns. Shane Sorensen asked the Council if they wanted to reduce the height of the signs or stay at six feet. Jason Thelin said he thought they should consider reducing the height.

In response to a question about whether this needed to go back to Planning Commission, David Church said that it did not since they'd already made a recommendation on the sign ordinance.

MOTION: Lon Lott moved to ask staff to address the concerns raised that evening and return with their findings. Jason Thelin seconded. Ayes: 4 Nays: 0. Motion passed.

<u>Ayes</u>	<u>Nays</u>
Lon Lott	None
Carla Merrill	
Greg Gordon	
Jason Thelin	

D. Ordinances No. 2020 -02 and No. 2020-04, Short-term Rentals

Austin Roy said the Council had discussed the ordinances relating to short-term rentals in terms of allowing them if they were owner occupied. He had tweaked the language accordingly. He also added that if the owner was out of town for an extended period and had a rental unit in their home, they would be allowed to have an operator run the

rental in their absence. He said that putting a cap on the allowed number of short-term rentals could limit the number. Cities like Sandy that were near ski resorts capped the number allowed in their cities.

Troy Stout said that Hurricane had capped the number of short-term rentals which shifted the type of homebuyer. Before the number was capped, lots of investors were scooping up houses to turn them into Airbnbs which shut regular people out of the market who were looking for homes.

Greg Gordon said he was concerned that short term rentals would affect the availability of moderate income housing. He was also concerned about the language that allowed operators to run a rental while the owner was away.

Carla Merrill said she would be more inclined to pass the ordinance if there wasn't a provision allowing an operator to run a rental in place of an absent owner. Lon Lott said that was designed for someone like a mission president who went on a mission and had their kids to watch over their home. Austin Roy said the owner would have to provide proof that it was their legal residence. It could not be a second home.

Greg Gordon said the challenge would be identifying the short-term rentals and having a transient room tax that applied to the entire city. That would leave the burden on staff to inspect everything.

David Church said that if the City was going to allow short-term rentals, they should require a transient tax. Or the City could clearly ban short-term rentals and recognize that the ordinance had not been clear in the past; if the owner could prove they were operating a short-term rental prior to adoption, they could go through a process to seek grandfather status. If there was a problem, the City could pull their license. He noted that short-term rentals did drive up home prices and did have a negative effect on moderate income housing availability.

Mayor Stout said he didn't want to affect moderate income housing but would like to collect a transient room tax for short-term rentals that already existed.

MOTION: Carla Merrill moved to adopt Ordinance No. 2020-02 prohibiting short-term rentals. Greg Gordon seconded. Ayes: 3 Nays: 1. Motion passed.

Ayes

Lon Lott
Carla Merrill
Greg Gordon

Nays

Jason Thelin

When asked about grandfathering rights, David Church said that if someone believed they had a right to be grandfathered, they would need to prove it. If the City wanted to adopt a transient tax, they would need to pass a formal ordinance and send a notice to the State Tax Commission.

E. Budget Discussion

Shane Sorensen said there would be an increase in the budget to health, dental and solid waste costs. With all the revenue questions, the PSD budget meeting was cancelled to see if they could get more information. It would be helpful to have a tentative PSD budget when the City set their tentative budget. Sales tax revenue and Class C road funds were an unknown. The city was at almost 100 percent with property tax collections. The fourth quarter cent tax that went toward transit should give them a little less than \$100,000, but it would be affected as well.

Shane Sorensen said they would have to prioritize projects. Some projects that were in the first phase would need to be evaluated to see if they could do the second phase. Non-essential projects would be postponed. The improvement of 600 North and 800 South were planned for the upcoming budget year and they may still be able to do them since the upgrades were based on funds they had. Those funds were earmarked for transportation projects and could not be used for something else. Park projects from the General Fund may have to be put on hold. He said he'd had request from Wasatch Mental Health for \$25,000 a year for three years to build a North Utah County facility.

He said there were requests to Governor Herbert to push back the deadline for adopting the budget. However, once the budget was adopted, it could be amended anytime during the fiscal year. Usually cities had a merit increase for

employees but many were looking at increased insurance costs so they may not be giving a merit increase. They should have more information in the next few weeks.

Police Chief Brian Gwilliam said their costs were not going down. They were watching to see what happened. Fire Chief Reed Thompson said they had kept their operational budget pretty flat.

David Church said that under state law, the city would present the tentative budget then hold a public hearing and adopt a final budget in June. Because the budget can be amended, nothing should prevent them from moving forward in the process.

VI. STAFF REPORTS: Mayor Stout asked the Chiefs to report on how COVID-19 was affecting their departments.

Police Chief Brian Gwilliam

- He said they did have person protective equipment (PPE). They were short on some items but were expecting a new shipment.
- Two of their officers were quarantined. One tested positive and the other was his partner. It was not contracted at work but from a family member.
- With the minimum staff they had, they were still able to keep officers out on the road. With school out, they were able to utilize those officers that were normally at the school.
- The call volume was down since people were staying home. They did get some complaints about people going to the park and not maintaining social distance. Most of the offenders were teenagers. The officers had asked them to comply with the social distancing requirement and most of them were compliant. For the time being.
- Chief Gwilliam said he had contracted with a company that disinfected the vehicles and the building once a week. They were still under an obligation to look out for each other.
- The principal at Alpine Elementary, Dave Purdew was planning to have the teachers line up on 300 North and invite the kids to come by in cars and wave to their teachers.

Fire Chief Reed Thompson

- They had a part-time employee that was positive for strep with a pending COVID-19 test. The employee had a roommate that was a fulltime employee so that posed a challenge. They were both on isolation until they had the results.
- The virus had affected how the EMTs interacted with the public and how they acted when responding to calls at homes. If possible, they asked them to come outside to be evaluated, and if necessary, they sent in only one EMT unless it was a critical patient.
- Each of the hospitals they dealt with had different interaction policies, so staff had to be up to speed on each policy.
- In relation to disinfection, they had a process similar to the police department. If they had patients that were symptomatic, they disinfected the vehicles and apparatus. The disaster cleanup company did it at no cost.
- The Governor may shorten the open burn window from May 30th to May 1st to avoid the possibility of a fire. A wildfire would make social distancing even more difficult.

Shane Sorensen

- The staff at City Hall was on a split schedule so they worked in the office every other day and at home on the off day. They hadn't received any complaints, so things seemed to be working out okay.
- The Memorial Day program would be canceled. Possibly they would have a program on Veterans Day.
- Alpine Days would be a scaled back version if they had one at all. They were waiting to see what happened.
- The Dunn transfer station was closed so people were having to use the North Pointe landfill if they had a truckload of trash. North Pointe charged \$22 a load because the City did not have a contract with them. The front office had received a lot of complaints from citizens. Possibly the City could give citizens a \$7 voucher if they used North Pointe.
- Regarding streets sweepers, it was cheaper to drive the trucks to Fairfield than use North Pointe.

- T-Mobile and Sprint had merged and wanted to renegotiate their fees for their towers in Alpine. It would most likely be more in line with what Verizon paid.
- There were complaints about closed restrooms in the park but the temperature was still below freezing at night, so they hadn't opened them up. Plus, there were issues with cleaning them with COVID-19. They also had a shortage of toilet paper from their supplier.
- The projects on the Healey parking lots, the 800 South waterline, Moyle Drive improvements and 600 North were underway.

Austin Roy said the City had an application for a new subdivision at the north end of Whitby Woodlands and an application for the plat amendment for Summit Point.

VII. COUNCIL COMMUNICATION

Mayor Stout

- They were talking about providing greater protection for the staff at City Hall.
- In Utah County they had 328 cases with 18 hospitalized, six in ICU and three deaths. The proliferation was less in Utah County than Salt Lake County, but they still had a long way to go. People were still congregating too close together, particularly the teenagers.
- There was a question about the volleyball nets in the parks. People playing tennis were more likely to maintain their distance, but they may have to take down the volleyball nets.
- He was putting together a Mayor's Advisory Committee on COVID-19 which would include both the chiefs, an EMT, a local hospital CEO, an ER Physician, and a local family doctor. Shane Sorensen and himself and other members of the City Council would also serve on the advisory committee. They would do what they could to protect citizens and stay abreast of standard procedures.
- Reed Thompson recommended that the Mayor use Dr. Cowan who was the medical director in their district rather than an EMT.

Greg Gordon asked if anything had been done about a safety grate over the culvert on Village Way and Alpine Boulevard. The property owner who was concerned about it said he would check it and make sure it didn't plug. Shane Sorensen said he was aware of the problem and would talk to him about it.

Carla Merrill asked about the timeline for building a trail on the Pack property. Shane Sorensen said he would look into it.

Jason Thelin said the kids were putting up slack lines in Creekside Park that were hurting the trees. Shane Sorensen said they were looking at installing some pipes where they could install their lines and not hurt the trees.

VIII. EXECUTIVE SESSION: None held.

MOTION: Jason Thelin moved to adjourn. Lon Lott seconded. Ayes 4. Nays: 0. Motion passed.

The meeting was adjourned at 10:08 pm.