



## MINUTES OF THE SOUTH OGDEN CITY COUNCIL PRE-COUNCIL WORK SESSION AND SPECIAL CITY COUNCIL MEETING

TUESDAY, APRIL 9, 2019

PRE-COUNCIL WORK SESSION – 5 PM IN EOC ROOM

SPECIAL COUNCIL MEETING – 6 PM IN COUNCIL ROOM

### PRE-COUNCIL WORK SESSION MINUTES

#### COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Sallee Orr, Brent Strate, Susan Stewart, and Mike Howard

#### COUNCIL MEMBERS EXCUSED

Adam Hensley

#### STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Attorney Ken Bradshaw, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, Assistant City Manager Doug Gailey, Finance Director Steve Liebersbach, and Recorder Leesa Kapetanov

#### CITIZENS PRESENT

Walt Bausman, Jerry Cottrell

**Note:** The time stamps indicated in **blue** correspond to the audio recording of this meeting, which can be found by clicking the link

[http://www.southogdencity.com/document\\_center/Sound%20Files/CC190409\\_1604.mp3](http://www.southogdencity.com/document_center/Sound%20Files/CC190409_1604.mp3) or by requesting a copy from the office of the South Ogden City Recorder.

#### I. CALL TO ORDER

- Mayor Russell Porter called the meeting to order at 5:04 pm and called for a motion to open  
00:00:08

**Council Member Strate moved to open the pre-council work session, followed by a second from Council Member Stewart. Council Members Orr, Strate, Stewart, and Howard all voted aye.**

#### II. REVIEW OF AGENDA

Discussion on agenda items 00:00:36

### III. DISCUSSION ITEMS

#### A. FY2020 Budget

- Budget overview by Finance Director Steve Liebersbach and questions by Council  
00:14:24
- Council Members Strate and Howard had already given their approval to Mr. Liebersbach suggesting that the ambulance fund only pay 10% of firefighter's wages rather than 20%. At this point in the meeting, Council Member Orr agreed as well, making it a majority to move forward with the suggestion.  
00:51:26

### IV. ADJOURN

At 6:02 pm Mayor Porter called for a motion to adjourn the work session.

**Council Member Howard so moved, followed by a second from Council Member Strate. The voice vote was unanimous in favor of the motion.**

00:57:50

## COUNCIL MEETING MINUTES

### COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Sallee Orr, Brent Strate, Adam Hensley, Susan Stewart, and Mike Howard

### STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Attorney Ken Bradshaw, Assistant City Manager Doug Gailey, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, Fire Chief Cameron West, and Recorder Leesa Kapetanov

### CITIZENS PRESENT

Jerry Cottrell, Andrea Wikstrom, Wesley Stewart, Walt Bausman, Bruce & Joyce Hartman, Brad Brown, JR Van Dyke, Mitch Preator

**Note: The time stamps indicated in blue correspond to the audio recording of this meeting, which can be found by clicking this link**

**[http://www.southogdencity.com/document\\_center/Sound%20Files/CC190409\\_1706R.mp3](http://www.southogdencity.com/document_center/Sound%20Files/CC190409_1706R.mp3)** or by requesting a copy from the office of the South Ogden City Recorder.

## I. OPENING CEREMONY

### A. Call To Order

- Mayor Porter called the meeting to order at 6:06 pm and asked for a motion to convene  
00:00:07

**Council Member Howard so moved. Council Member Orr seconded the motion. In a voice vote Council Members Orr, Strate, Stewart, and Howard all voted aye.**

Note: Council Member Hensley was not present for this vote. He arrived later in the meeting.

### B. Prayer/Moment Of Silence

The mayor led everyone in a moment of silence.

### C. Pledge Of Allegiance

Council Member Stewart led the Pledge of Allegiance.

## II. PUBLIC COMMENTS

- Andrea Wikstrom 00:01:14
- Wesley Stewart 00:03:32

### III. RESPONSE TO PUBLIC COMMENT

- City manager Dixon responded to some public comments

00:08:44

### IV. RECOGNITION OF SCOUTS/STUDENTS PRESENT

- No scouts or students were present

### V. CONSENT AGENDA

- A. Approval of March 19, 2019 Council Minutes
- B. Declaring Certain Items as Surplus to the City's Needs
- C. Approval of March 2019 Warrants Register
- D. Set Date for Public Hearings (April 16, 2019 at 6 pm or as soon as the agenda permits) to Receive and Consider Comments on the Following Items:

- 1. The Proposed Parks Capital Facilities Plan and Impact Fee Analysis
- 2. Whether South Ogden Should Continue With Its Recycling Program

- Mayor Porter read through the consent agenda asked if there was any discussion. Seeing none, he called for a motion.

00:10:23

**Council Member Strate moved to approve the consent agenda. The motion was seconded by Council Member Howard. There was no discussion on the motion. The voice vote was unanimous in favor of the motion.**

### VI. PUBLIC HEARING

- Mayor Porter called for a motion to enter a public hearing

00:11:06

**Council Member Orr moved to enter into a public hearing, followed by a second from Council Member Strate. All present voted aye.**

Public Comments:

- Wesley Stewart 00:11:40

- There were no more public comments. The mayor called for a motion to leave the public hearing.

00:15:17

**Council Member Strate so moved. Council Member Howard seconded the motion. The voice vote was unanimous in favor of the motion.**

## VII. DISCUSSION / ACTION ITEMS

**A. Consideration of Ordinance 19-05 – Amending SOCC 6-1-5, Including Adding Section K Which Prohibits Parking on Lawn or Landscaping**

- Council discussion 00:15:33
- Motion 00:22:20

**Council Member Howard moved to adopt Ordinance 19-05. Council Member Orr seconded the motion. The mayor asked if there was further discussion, and seeing none, he called the vote:**

<b>Council Member Strate -</b>	<b>Yes</b>
<b>Council Member Stewart -</b>	<b>Yes</b>
<b>Council Member Howard -</b>	<b>Yes</b>
<b>Council Member Orr-</b>	<b>Yes</b>

**Ordinance 19-05 was adopted.**

**B. Consideration of Resolution 19-10 - Approving an Agreement with Weber Human Services for Volunteer Services at South Ogden Animal Shelter**

- Staff overview 00:22:40
- There was no discussion by the Council on this item
- Motion 00:24:15

**Council Member Orr moved to approve Resolution 19-10. The motion was seconded by Council Member Strate. There was no further discussion. Mayor Porter called the vote:**

<b>Council Member Orr -</b>	<b>Yes</b>
<b>Council Member Howard -</b>	<b>Yes</b>
<b>Council Member Stewart -</b>	<b>Yes</b>
<b>Council Member Strate -</b>	<b>Yes</b>

**The agreement with Weber Human Services was approved.**

**C. Consideration of Resolution 19-11 - Approving Amendments To Interlocal Agreements With the South Ogden CDRA for the South Ogden Automall Community Reinvestment Project Area**

- Overview by CDRA Attorney Adam Long  
00:24:39
- Council discussion/questions  
00:26:52
- Motion 00:28:09

Council Member Strate moved to approve Resolution 19-11, followed by a second from Council Member Howard. After determining there was no further discussion, the mayor called the vote:

Council Member Howard-	Yes
Council Member Orr -	Yes
Council Member Stewart-	Yes
Council Member Strate -	Yes

**Resolution 19-11 was adopted.**

**D. Consideration of Resolution 19-12 – Approving Loan to CDRA for Purchase of Taylor Property**

- Staff overview 00:28:28
- Council discussion 00:33:02
- Motion 00:34:22

Council Member Strate moved to adopt Resolution 19-12 with the wording of “up to \$225,000” added. Council Member Howard seconded the motion. There was no further discussion. Mayor Porter called the vote:

Council Member Orr-	Yes
Council Member Strate-	Yes
Council Member Stewart-	No
Council Member Howard-	Yes

**The motion stood. The loan was approved.**

**E. Consideration of Resolution 19-13 – Approving an Agreement With Cutz Trees LLC for 45th Street Road Project**

- Staff overview 00:34:53
- Council discussion 00:36:36
- Motion 00:37:31

Council Member Howard moved to approve Resolution 19-13. The motion was seconded by Council Member Strate. The mayor asked if there was further discussion and seeing none, called the vote:

Council Member Howard-	Yes
Council Member Stewart-	Yes
Council Member Strate-	Yes
Council Member Orr-	Yes

**Resolution 19-13 was adopted.**

**F. Consideration of Resolution 19-14 – Approving an Agreement With Aspen Paving for Road Spot Repairs**

- Staff overview 00:38:11
- Council discussion 00:39:25
- Motion 00:39:56

**Council Member Orr moved to adopt Resolution 19-14, followed by a second from Council Member Strate. There was no further discussion. Mayor Porter called the vote:**

<b>Council Member Strate-</b>	<b>Yes</b>
<b>Council Member Orr-</b>	<b>Yes</b>
<b>Council Member Stewart-</b>	<b>Yes</b>
<b>Council Member Howard-</b>	<b>Yes</b>

**The agreement with Aspen Paving was approved.**

Note: Council Member Hensley arrived at the meeting immediately following this vote.

**G. Consideration of Resolution 19-15 – Approving an Agreement With Allweld Mobile Welding to Create Vent on Water Tanks**

- Staff overview 00:41:56
- Council discussion 00:43:25
- Motion 00:44:14

**Council Member Howard moved to approve Resolution 19-15, approving an agreement with Allweld Mobile Welding to create a vent on the water tanks. Council Member Strate seconded the motion. After determining there was no more discussion, the mayor called the vote:**

<b>Council Member Stewart-</b>	<b>Yes</b>
<b>Council Member Howard-</b>	<b>Yes</b>
<b>Council Member Hensley-</b>	<b>Yes</b>
<b>Council Member Orr-</b>	<b>Yes</b>
<b>Council Member Strate-</b>	<b>Yes</b>

**Resolution 19-15 was adopted.**

## **VIII. PRESENTATION**

**South Ogden Fire Chief Cameron West and Riverdale Fire Chief Jared Sholly – Interlocal Agreements for Fire Services**

00:44:38

The fire chiefs used a visual presentation. See Attachment A.

- Council discussion 01:27:31
- The consensus of the Council during their discussion was that the fire chiefs meet with the city attorneys and move forward with drafting the interlocal agreement

## IX. DISCUSSION ITEMS

### A. Discussion on Fire Services Between Riverdale and South Ogden

- This was covered in the previous presentation

### B. Discussion on Bailiff Services

- Staff overview 01:36:19
- Council questions/discussion 01:42:22
- The consensus of the Council was that the Chief should move forward with hiring out the bailiff services

### C. Discussion on Horizontal Vs. Vertical Mixed Use

- Staff overview 01:45:04
- Council discussion 01:51:56

### D. Discussion on Using Biz Muni for Business License Administration Services

- Staff overview 01:59:43
- Council discussion 02:04:21

## X. RECESS INTO COMMUNITY DEVELOPMENT AND RENEWAL AGENCY BOARD MEETING

- Mayor Porter called for a motion to recess into a CDRA Board meeting 02:17:05

**Council Member Strate moved to enter into a CDRA Board meeting. The motion was seconded by Council Member Orr. All present voted aye. The motion carried.**

See separate minutes.

## XI. RECONVENE AS SOUTH OGDEN CITY COUNCIL

Motion from CDRA Board Meeting:

**Board Member Howard moved to close the CDRA Board meeting and reconvene as the City Council, followed by a second from Board Member Strate. The voice vote was unanimous in favor of the motion. 02:37:56**



## **XII. REPORTS/DIRECTION TO CITY MANAGER**

### **A. City Council Members**

- Council Member Strate 02:20:43
- Council Member Howard 02:26:50
- Council Member Orr 02:27:34
- Council Member Hensley 02:29:00
- Council Member Stewart 02:29:23

### **B. City Manager: 02:30:58**

### **C. City Attorney: 02:37:12**

### **E. Mayor: 02:37:29**

## **XIII. ADJOURN**

At 8:46 pm, Mayor Porter called for a motion to adjourn.

**Council Member Hensley so moved. The motion was seconded by Council Member Orr. All present voted aye. 02:40:37**

I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Pre-Council Work Session and Council Meeting held Tuesday, April 9, 2019.

  
Leesa Kapetanov, City Recorder

\_\_\_\_\_  
April 16, 2019  
Date Approved by the City Council

**ATTACHMENT A**  
Fire Chiefs' Presentation



# *South Ogden & Riverdale*



## Concerns

- Benefits to the cities without Washington Terrace
- Staffing of Fire Engines
- Cost savings and efficiency
- Alternatives to a Fire District/consolidation
- Cost effective staffing model
- Mutual/Auto aid misconceptions



# Proposal

## Interlocal Agreement Between Riverdale and South Ogden

- Combined administrative oversight
- Working towards a single ambulance billing
- All city functions remain the same
- Cities retain assets

# Similar Agreements



Snohomish County Fire Districts 7 and 3 take first steps to merge operations

Both Boards of Fire Commissioners for Snohomish County Fire District 7 and Snohomish County Fire District 3 signed an interlocal agreement in December that allows them to share administrative functions in 2016. The goal of this step to merge operations is to help each agency operate more efficiently, improve service for the community, and eliminate redundancy.



## Response Improvements

- Effective use of the “First Responder” concept
- Staffed Fire Engines at both Riverdale and South Ogden with three each
- Effective use of ambulances
- GPS of closest EMS and Fire units to an incident
- Full Command Staff response  
(Incident Commander, Safety Officer and Support Officer)
- Increased safety for personnel and citizens

# Staffing Proposal

## Current Staffing

- Riverdale
  - Four 24/7
- South Ogden 81
  - Four 24/7
- South Ogden 82
  - Three 24/7

*Departments are struggling with part-time staffing, two person Engines are common, with a few one person Engine situations.*

## Proposed Staffing with Agreement

- Riverdale
  - Three 24/7
  - One 12/7  
*12-hour shift as floater and minimum staffing for both cities*
- South Ogden 81
  - Five 24/7  
*Riverdale Firefighter to work out of Station 81*
- South Ogden 82
  - Three 24/7 as a "Pumpulance"

## Proposed Staffing Model/Response Concept

### • Riverdale 41

- Engine 41 would be the first-responder unit to Riverdale westside of the bridge, Heavy Rescue 41 covering all vehicle accidents, and Engine 41 responding to all reported structure fires.
- Reserve ambulance placed in service once 81 units are busy.

### • South Ogden 81

- Ambulance 81 would be the primary ambulance for Riverdale and current South Ogden response area. Washington Terrace as First Responders to east end of Riverdale.
- Ladder 81 staffed with crews and used to cross staff reserve Ambulance 811.

### • South Ogden 82

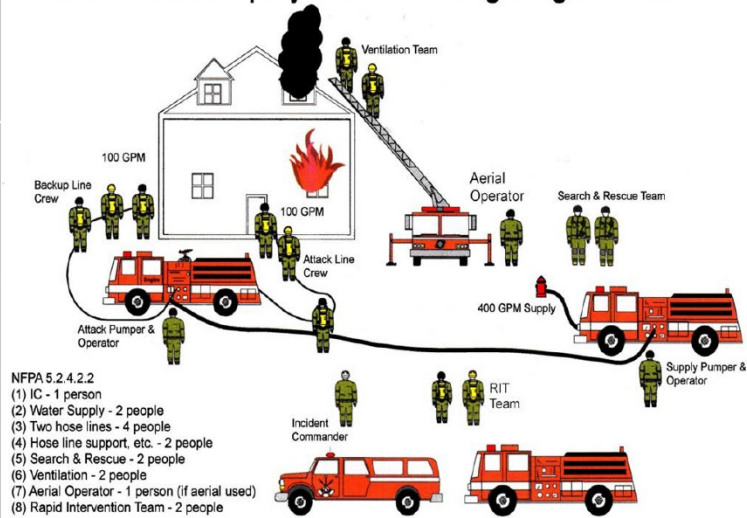
- Three handed transport Engine always in service, with three firefighters from Weber Fire District Engine 64 assisting as a first responding unit.



# Fire Response Standards

- 60 Sec / 1 Minute (90%)  
Turnout Time
- 240 Sec / 4 Minutes (90%)  
Travel time first arriving Engine company
- All Engines assigned arrive within 8 minutes
- 16 personnel minimum initial alarm at a residential fire
- 27 personnel minimum for a Strip Mall or Garden Apartments

## Initial Alarm Deployment of Firefighting Personnel



# EMS Response Recommendations

## NFPA 1710 5.3.3.1 EMS System Functions

- Initial response to provide medical treatment at the location of the emergency (first responder with AED capabilities or higher)
- BLS response
- ALS response

## NFPA 1710 5.3.3.3 Service Delivery Deployment

- The fire department shall adopt service delivery objectives based on time standards for the deployment of each service component for which it is responsible

## NFPA 1710 Travel Time:

- First Responder – 4 min
- BLS and ALS Units – 8 min

# Ambulance Turnaround Concept

*The availability of ambulances to respond to emergency calls is related to their ability to return to service from the hospital. Extended hospital turnaround times decrease the number of available unit hours ambulances are deployed, which in turn can increase coverage costs or sacrifice coverage.*

## Time to Boarder/Area

- Riverdale
  - Ogden Regional – 5 min
  - McKay Dee – 6 min
- South Ogden Station 81
  - Ogden Regional – 2 min
  - McKay Dee -2 min
- South Ogden Station 82
  - Ogden Regional – 1 min
  - McKay Dee – 4 min

## EMS Call Per Day and Hours Out of Service

- Riverdale
  - 2.5 PDA/1.87Hrs OOS
- Station 81
  - 2.3 PDA/1.72 Hrs OOS
- Station 82
  - 2.8 PDA/1.8 Hrs OOS

## Changes Under Agreement

- Riverdale
  - 1.5 PDA/Minimal OOS Time
- Station 81
  - 4.8 PDA/3.6 Hrs OOS
- Station 82
  - 2.8 PDA/1.8 Hrs OOS

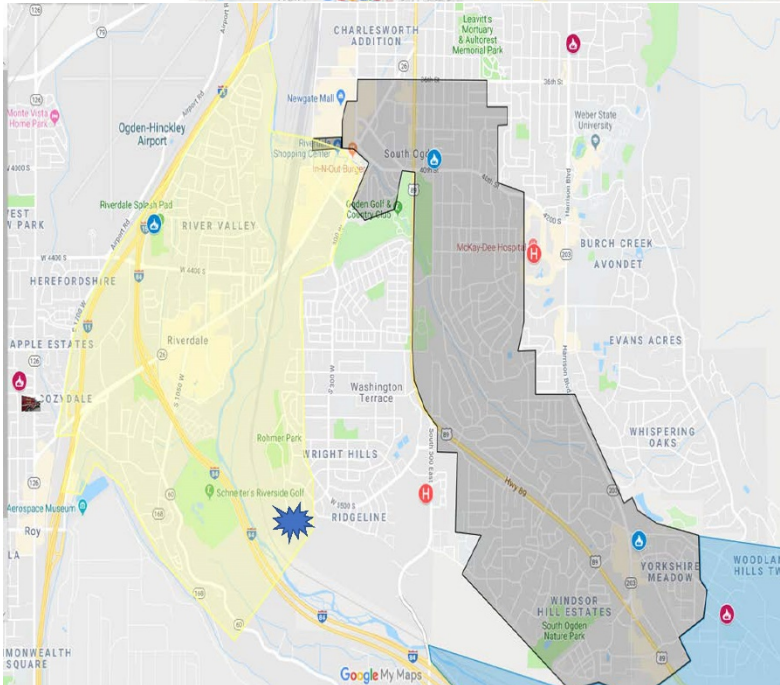
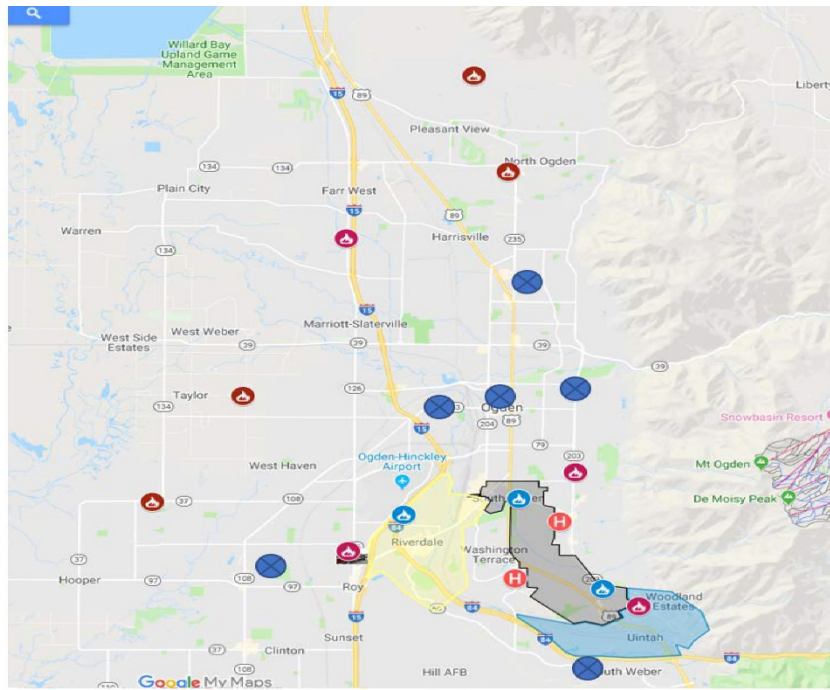
The screenshot shows a dispatch software interface with a menu bar at the top (File, Edit, Search, Screens, CAD, Tools, Help) and a toolbar with various icons. Below the toolbar is a table of active calls. The table has columns for Call#, Nature, Location, City, Zone, Pr/Status, Time, and Units. The calls listed include BLS transfers, natural gas leaks, seizures, falls, illegal burns, crisis responses, unconscious patients, and a traffic accident. Below the active calls table is another table showing unit status, with columns for Unit, Status, Time, Call#, Zone, Agency, Location, and Description. Units listed include CH41, WECHIE, TN65, ROCHIE, RE61, RE5, RE31, and RE3.

Call#	Nature	Location	City	Zone	Pr/Status	Time	Units
701f	BLS TRANSFER	MCKAY INTERFACILITY; ACCESS CENTER	OGD	INTF 2	TPH	39.3m	A1
534f	BLS TRANSFER	MCKAY INTERFACILITY; 5114	OGD	INTF 2	ARRV	2.7H	A51
749f	BLS TRANSFER	MCKAY INTERFACILITY; 3226	OGD	INTF 4	ARRV	18.6m	A4
681f	BLS TRANSFER	MCKAY INTERFACILITY; access center	OGD	INTF 2	TPH	41.0m	A2
652f	NATURAL GAS LK	6700 W 900 S	WCO	WF6	3 ARRV	1.4H	LA66, E103, B103
756f	12B SEIZURE	5554 S 1900 W; WALGREENS	ROY	RF31	2 ARRV	21.1m	A32, LA31, RE31
777f	17B FALL	5424 S 850 E	SOG	SF82	2 PAGED	0.8m	A82
778f	ILLEGAL BURN	3180 N 1000 W	PV	NF21	3 PAGED	0.5m	E21
643f	CRISIS RESPONSE	3039 W 4375 S	ROY	RF32	2 HOLDS	1.2H	MCOT1
774f	ILLEGAL BURN	2720 CHRISTENSEN AVE; S 1650 E	OGD	OF2	3 ENRT	2.6m	E2
757f	31D UNCONSCIOUS	237 26TH ST; E 2600 S; WEBER HUMAN SERV	OGD	OF1S	2 TPH	2.9m	A81
737f	29B TRAFFIC ACC	17TH ST & WASHINGTON BLVD; E 1700	OGD	OF1	4 TC	6.5m	A3, RE1

Unit	Status	Time	Call#	Zone	Agency	Location	Description
CH41	ONDT	13.3d		ST41	RV		(MDC)
WECHIE	ONDT	1.6H		ST61	WF		
TN65	ONDT	18.0d		ST65	WF		
ROCHIE	ONDT	20.7H		ST31	RF		
RE61	ONDT	1.2H		ST61	WF		
RE5	ONDT	0.1m		ST5	OF		
RE31	ENRT	3.2m	756f	ST31	RF	5554 S 1900 W; WALGREENS	
RE3	ONDT	1.2H		ST3	OF		





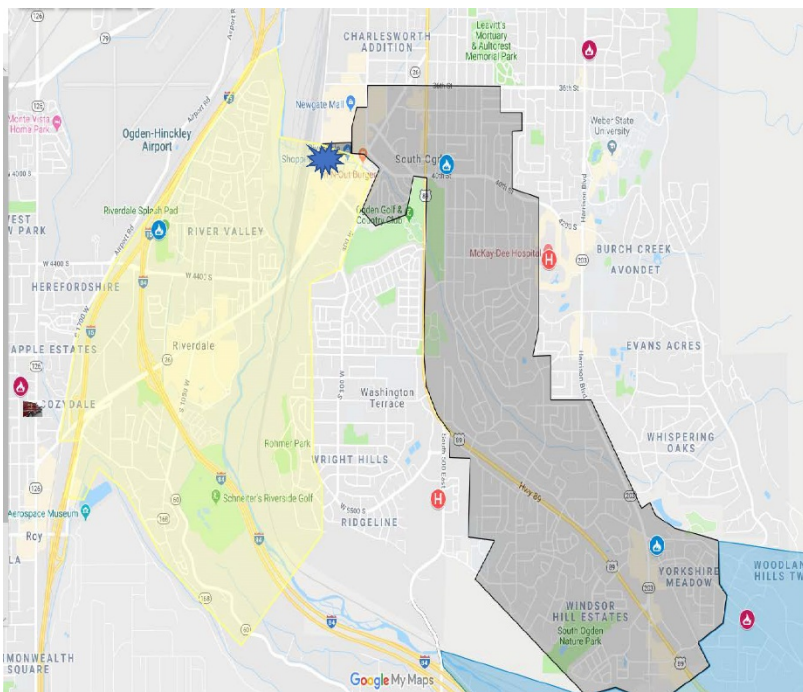
## Incident Address: 5546 S 600 W

### *Current Station Response:*

- Riverdale Ambulance 41- >8 <10 minutes
  - Riverdale Engine 41
  - South Ogden 81 - >6 <8 min
    - Ogden City Fire - Unknown
  - Washington Terrace- <5 min

### *Response with Agreement: (Closest Unit Override)*

- South Ogden 81
  - South Ogden 811
    - South Ogden 82- <8 minutes
    - Riverdale Ambulance 41 minutes
- Washington Terrace First Responder- 4 min



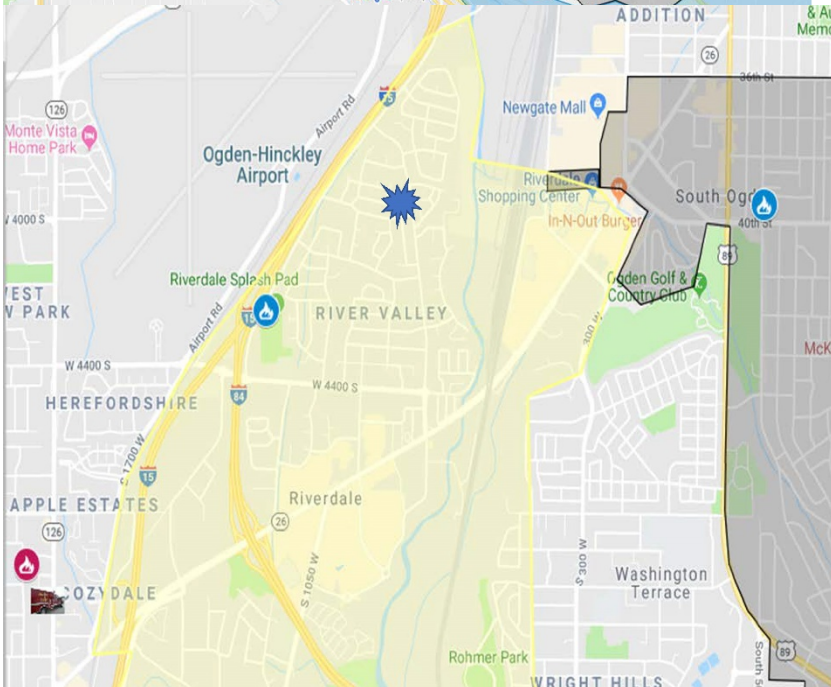
## Incident Address: 4043 Riverdale Road (Ross)

### Current Station Response:

- Riverdale Ambulance 41- >5 <6 min
  - Riverdale Engine 41
    - South Ogden 81 ->2 <3 min
      - Ogden Fire – unknown (Won't be A51 or Engine 5, two closest units)

### Response with Agreement: (Closest Unit)

- South Ogden 81
  - South Ogden 811
    - Ambulance 41



## Incident Address: 3950 S 700 W

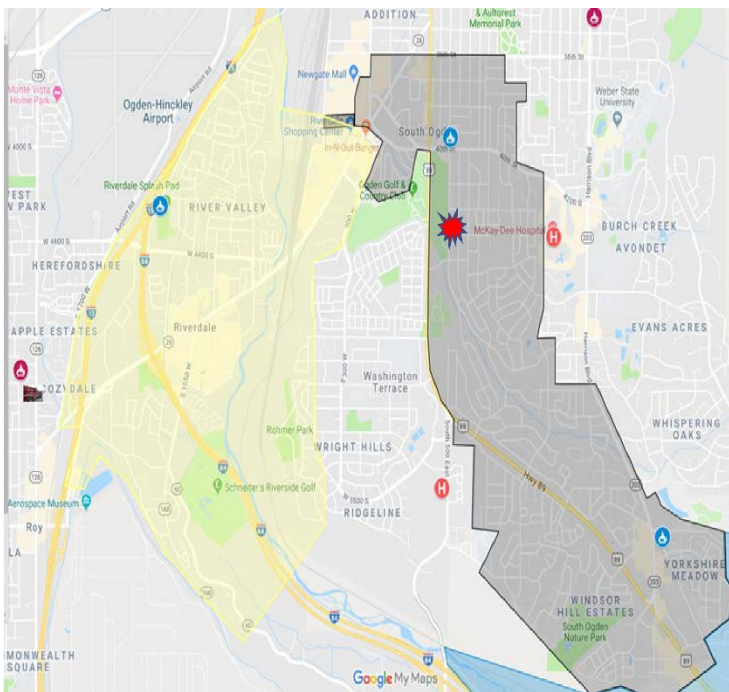
### Current Response:

- Ambulance 41 (2) - <3 min
  - Engine 41 (2)
- Roy Ambulance - <5 min
  - South Ogden 81- <6 min
- Rescue 31 - <5 min

### Response with Agreement: (Closest Unit)

- Engine 41 (3)
- Rescue 31
- Ambulance 81
  - Ambulance 811
    - Roy Ambulance





## Actual Incident:

### 4300 Adams (Structure Fire)

#### Current Response:

- Ladder 81 (1)
  - Engine 41 (2)
  - Engine 5 (3)
  - Engine 82 (3)
  - Rescue 5 (2)
  - Chief 81 (1) Incident Command
  - Chief 82 (1) Safety Officer
- (Did not meet the required response of 16 in 8 min)

#### Response with Agreement: (Closest Unit)

- Ladder 81 (3)
- Engine 41 (3)
- Rescue 5 (2)
- Engine 64 (3)
- Rescue Engine 82 (3)
- Ambulance 81 (2)
- Chief 81 (1) Incident Command
- Chief 41 (1) Support Accountability
- Chief 82 (1) Safety Officer



Q & A