



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

TUESDAY, JANUARY 18, 2022

WORK SESSION – 5 PM IN COUNCIL ROOM

COUNCIL MEETING – 6 PM IN COUNCIL ROOM

### WORK SESSION MINUTES

#### COUNCIL MEMBERS PRESENT

Mayor Russell Porter, Council Members Sallee Orr, Brent Strate, Susan Stewart, and Jeanette Smyth

#### COUNCIL MEMBERS EXCUSED

Mike Howard

#### STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Assistant City Manager Doug Gailey, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, Fire Chief Cameron West, Communications and Events Specialist Jamie Healy, and Recorder Leesa Kapetanov

Note: Fire Chief West joined the meeting via the Microsoft Teams App

#### MEMBERS OF THE PUBLIC PRESENT

No one else attended this meeting in person

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

[https://www.southogdencity.com/document\\_center/Sound%20Files/2022/CC220118\\_1706.mp3](https://www.southogdencity.com/document_center/Sound%20Files/2022/CC220118_1706.mp3)

**or by requesting a copy from the office of the South Ogden City Recorder.**

### I. CALL TO ORDER

- Mayor Porter called the work session to order at 5:08 pm and entertained a motion to open the meeting 00:00:00

**Council Member Smyth so moved, followed by a second from Council Member Stewart. Council Members Orr, Strate, Stewart, and Smyth all voted aye.**

- The mayor excused Council Member Howard who was out of town 00:00:20

## II. REVIEW OF AGENDA

- Council Member Stewart asked questions about the survey  
00:00:25
- Council Member Orr had questions about the CDBG public hearing  
00:04:08

## III. DISCUSSION ITEMS

### A. Strategic Plan Review

00:18:32

## IV. ADJOURN

- Mayor Porter called for a motion to adjourn the work session  
00:51:41

**Council Member Orr so moved, followed by a second from Council Member Strate. All present voted aye.**

The work session ended at 5:59 pm.

## COUNCIL MEETING MINUTES

### COUNCIL MEMBERS PRESENT

Mayor Russell L. Porter, Council Members Sallee Orr, Brent Strate, Susan Stewart, and Jeanette Smyth

### COUNCIL MEMBERS EXCUSED

Mike Howard

### STAFF MEMBERS PRESENT

City Manager Matthew Dixon, Assistant City Manager Doug Gailey, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, Fire Chief Cameron West, Communications and Events Specialist Jamie Healy, and Recorder Leesa Kapetanov  
Note: Fire Chief West attended the meeting via the Microsoft Teams App

### MEMBERS OF THE PUBLIC PRESENT

Kent Gardner, Wesley Stewart, Patricia Alatrasta, Rod Layton

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

[https://www.southogdencity.com/document\\_center/Sound%20Files/2022/CC220118\\_1803.mp3](https://www.southogdencity.com/document_center/Sound%20Files/2022/CC220118_1803.mp3)

**or by requesting a copy from the office of the South Ogden City Recorder.**

## I. OPENING CEREMONY

### A. Call To Order

- At 6:02 pm, Mayor Porter called the meeting to order and entertained a motion to begin  
00:00:00

**Council Member Smyth so moved. The motion was seconded by Council Member Strate. In a voice vote, Council Members Orr, Strate, Stewart, and Smyth all voted aye.**

### B. Prayer/Moment of Silence

The mayor led those present in a moment of silence.

### C. Pledge Of Allegiance

- Council Member Smyth led everyone in the Pledge of Allegiance.

## II. PUBLIC COMMENTS

- Kent Gardner 00:01:11
- Wes Stewart 00:04:00

## III. RESPONSE TO PUBLIC COMMENT

00:08:00

## V. PRESENTATION

### Children's Justice Center

- Patricia Alatrasta and Rod Layton asked the council for monetary support for a new building. They gave a handout to the Council; see Attachment A.

00:08:28

- Mayor Porter checked to see if there had been any online public comments

00:38:56

## VI. CONSENT AGENDA

### A. Approval of January 4, 2022 Council Minutes

- The mayor read the consent agenda and asked if there were any comments; seeing none, he called for a motion to approve the consent agenda.

00:39:10

**Council Member Smyth so moved. Council Member Strate seconded the motion. Council Members Orr, Strate, Stewart, and Smyth all voted aye.**

## VII. PUBLIC HEARING

### To Receive and Consider Comments on Possible Community Development Block Grant Projects

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

00:39:23

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

- The mayor gave an overview of what the public hearing was for and explained how those online could comment. At this point in the meeting, there was no one beside Council and staff in the council room, so the mayor called for a motion to close the public hearing, but leave it open until 6:55 pm for anyone online who wished to comment.

00:40:16

Council Member Strate so moved. Council Member Smyth seconded the motion. The vote to close the public hearing was unanimous.

## VIII. DISCUSSION/ACTION ITEMS

### Discussion on Adding Lead Accountant Position

- Staff overview 00:40:31
- Discussion 00:44:39
- Motion 01:00:43

Council Member Strate moved to open a full-time position in the finance department and fund it. The motion was seconded by Council Member Smyth. Mayor Porter called the vote:

Council Member Orr-	Yes
Council Member Strate-	Yes
Council Member Stewart-	Yes
Council Member Smyth-	Yes

The motion stood.

- The mayor reported an online comment had been received, but it did not pertain to the public hearing, so staff would respond to the comment.

01:01:18

## VIII. ANNUAL DEPARTMENT REPORTS

### A. Public Works- Director Jon Andersen

01:04:03

- Mr. Andersen used a visual presentation. See Attachment B.

### B. Assistant City Manager Doug Gailey- Courts, HR, Special Events

01:52:02

- Mr. Gailey's presentation can be seen in Attachment C

### C. Fire Chief Cameron West

- Chief Parke was not able to be present, so his report was scheduled for a different time

## IX. REPORTS/DIRECTION TO CITY MANAGER

### A. City Council Members

- Council Member Strate - 02:02:05
- Council Member Orr - 02:03:12
- Council Member Stewart - 02:05:05
- Council Member Smyth - 02:08:20

B. City Manager 02:09:11


C. Mayor Porter 02:19:16

## X. ADJOURN

- At 8:26 pm, the mayor called for a motion to adjourn city council meeting  
02:19:47

**Council Member Smyth so moved. The motion was seconded by Council Member Orr. Council Members Orr, Strate, Stewart, and Smyth all voted aye.**

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, January 18, 2022.

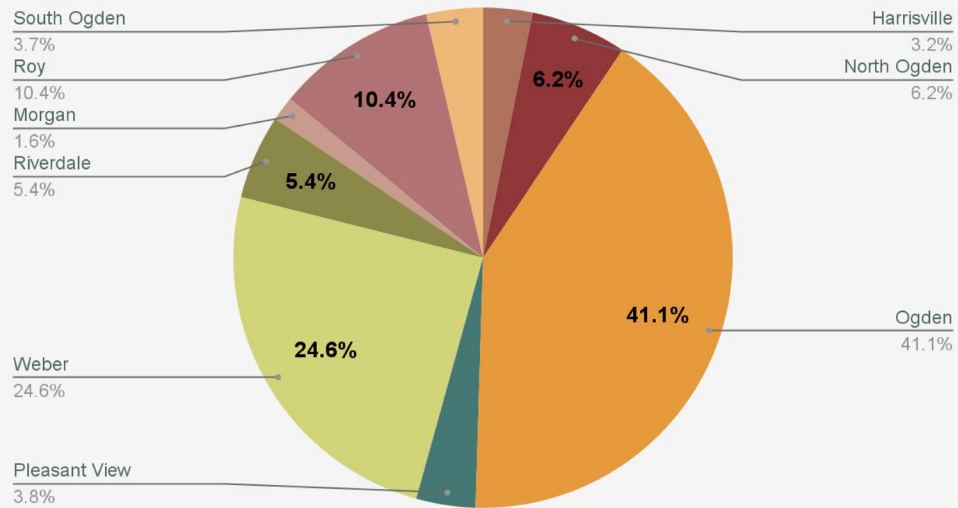
  
Leesa Kapetanov, City Recorder

February 1, 2022  
\_\_\_\_\_  
Date Approved by the City Council

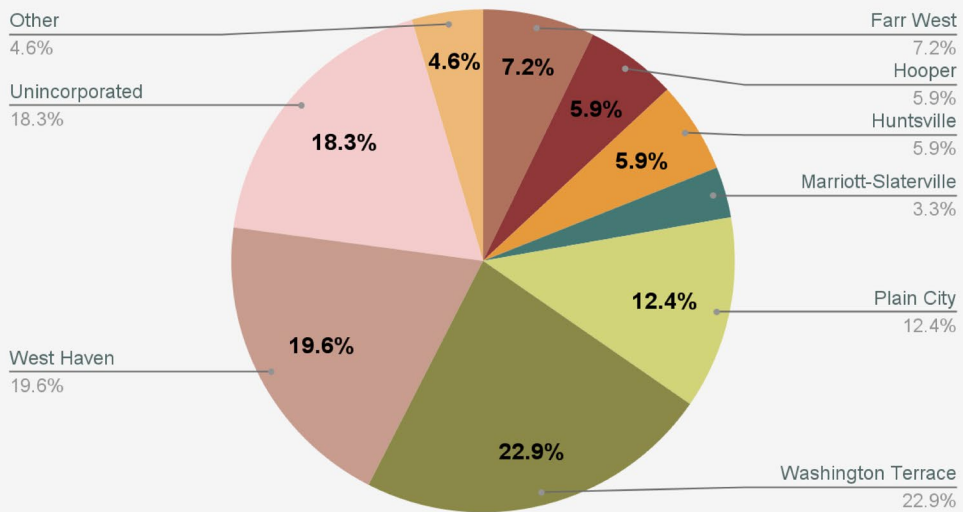
## ATTACHMENT A

Handout from Children's Justice Center

## 2019 Cases

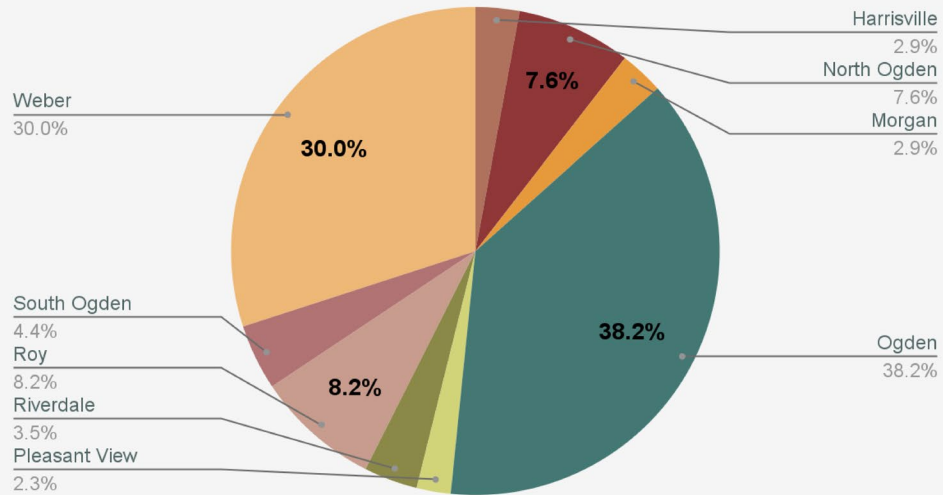


## 2019 Weber County Cities

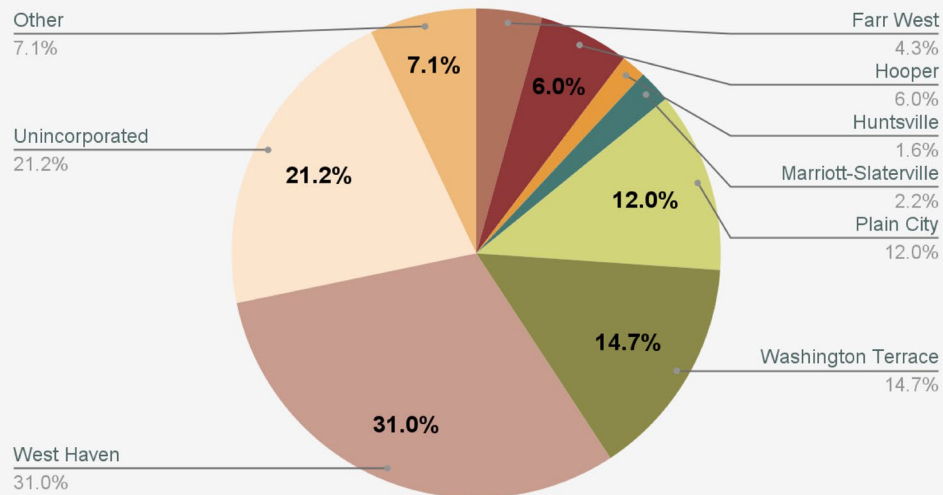




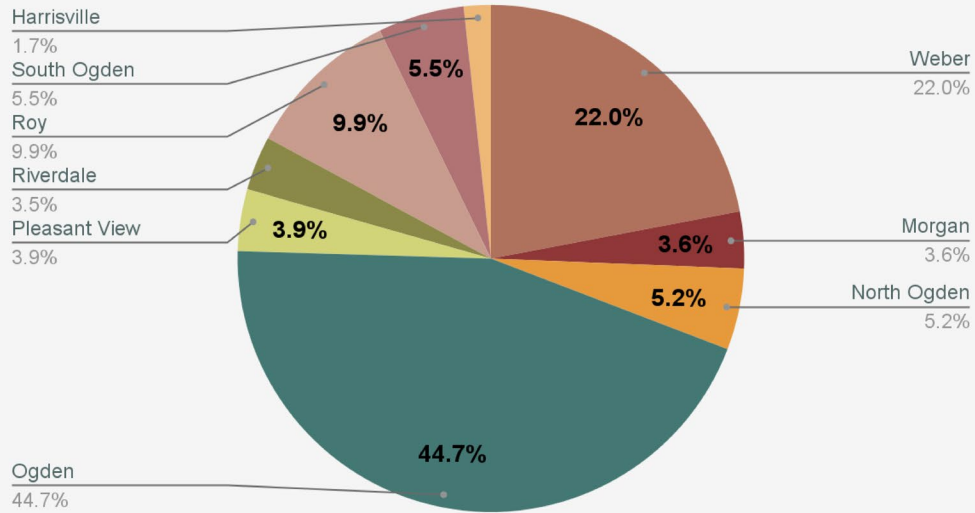
## 2020 Cases



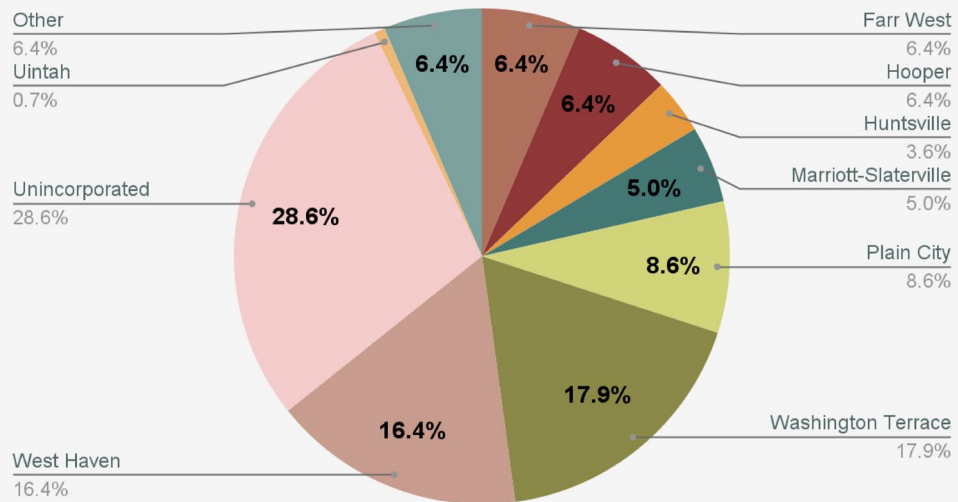
## 2020 Weber County Cities

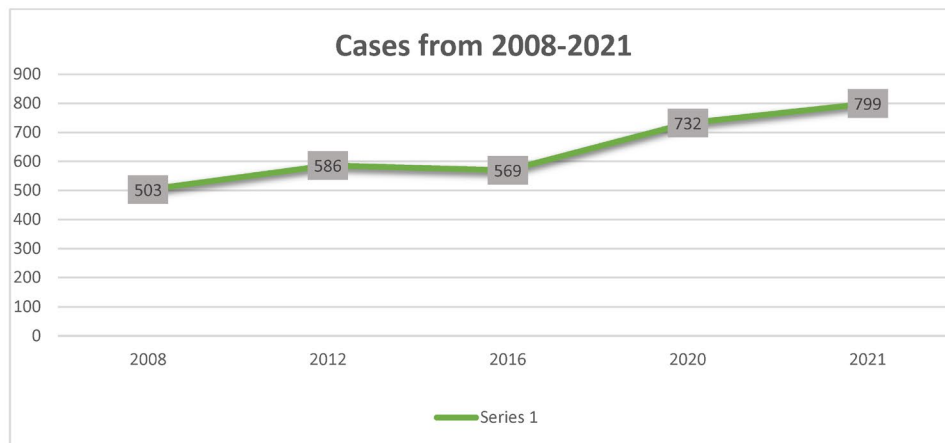
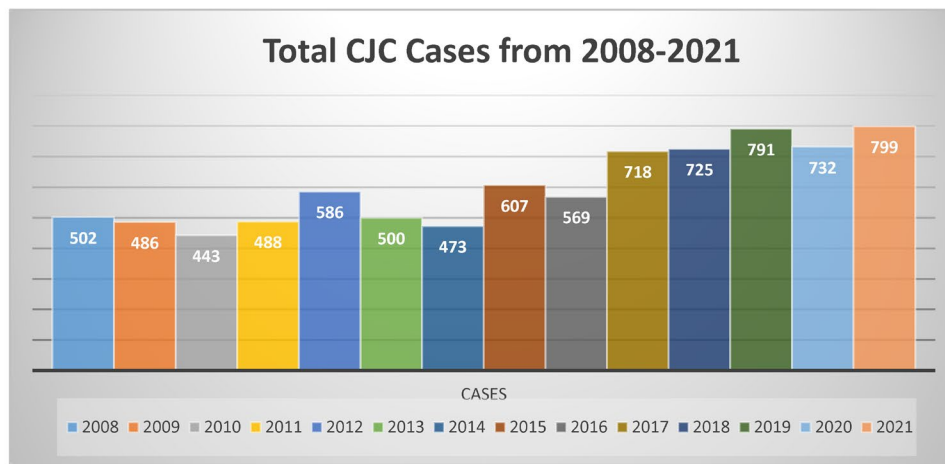


### 2021 Cases (as of 12/14/2021)



### 2021 Weber County Cases (as of 12/14/2021)





Disclaimer: During 2019, COVID-19 Pandemic decreased our case load. However, we anticipate that our case load will increase during 2022 and subsequent years as a result of COVID.

The Data shown includes Interviews and Medicals conducted at the Weber Morgan CJC

In addition, starting in 2018 we added mental health assessments which significantly increased the workload of our advocates.

Jurisdiction	3			Year Total	3 Year Average	Percent of 3 Year Total	Percentage of 1.5 Million	Percentage of 2.5 Million
	2021	2020	2019					
Morgan	23	18	10	51	17.0000	2.7142%	\$40,713.15	\$67,855.24
North Ogden	33	47	39	119	39.6667	6.3332%	\$94,997.34	\$158,328.90
Ogden	284	237	257	778	259.3333	41.4050%	\$621,075.04	\$1,035,125.07
Pleasant View	25	14	24	63	21.0000	3.3528%	\$50,292.71	\$83,821.18
Riverdale	22	22	34	78	26.0000	4.1511%	\$62,267.16	\$103,778.61
Roy	63	51	65	179	59.6667	9.5263%	\$142,895.16	\$238,158.59
South Ogden	35	27	23	85	28.3333	4.5237%	\$67,855.24	\$113,092.07
Harrisville	11	18	20	49	16.3333	2.6078%	\$39,116.55	\$65,194.25
Farr West	9	8	11	28	9.3333	1.4902%	\$22,352.32	\$37,253.86
Hooper	9	11	9	29	9.6667	1.5434%	\$23,150.61	\$38,584.35
Huntsville	5	3	9	17	5.6667	0.5000%	\$7,500.00	\$12,500.00
Marriott-Slaterville	7	4	5	16	5.3333	0.5000%	\$7,500.00	\$12,500.00
Plain City	12	22	19	53	17.6667	2.8206%	\$42,309.74	\$70,516.23
Washington Terrace	25	27	35	87	29.0000	4.6301%	\$69,451.84	\$115,753.06
West Haven	23	57	30	110	36.6667	5.8542%	\$87,812.67	\$146,354.44
WC - Unincorporated Weber County	40	39	28	107	35.6667	5.6945%	\$85,417.78	\$142,362.96
Uintah	1	0	0	1	0.3333	0.5000%	\$7,500.00	\$12,500.00
WC Other - reassigned new jurisdiction	9	13	7	29	9.6667	1.5434%	\$23,150.61	\$38,584.35
	636	618	625	1879	626.3333	100.0000%	#####	\$2,492,263.17
				0	0.0000	0.0000%	\$0.00	\$0.00
				0	0.0000	0.0000%	\$0.00	\$0.00
Weber County Flat Contribution				0	0.0000	0.0000%	#####	\$0.00
				0	0.0000	0.0000%	\$0.00	\$0.00
Weber + contracted cities & Other	140	186	154	480	160.0000	25.5455%	\$383,182.54	\$638,637.57

## **ATTACHMENT B**

Presentation on Public Works by Director Jon Andersen



## PUBLIC WORKS 2021-2022

WATER  
SEWER  
STREETS  
STORM WATER  
FLEET

## WATER ACCOMPLISHMENTS 2021

### WATER 2021

REBUILT ALL PRV'S - NEW COMPONENTS & CRD & FITTINGS

EXERCISED & FLUSHED FIRE HYDRANTS THROUGHOUT THE CITY & LUBED CAPS

EXERCISED VALVES THROUGH OUT THE CITY

WATER SAMPLES - 15 BAC. T WATER SAMPLES MONTHLY

180 COMPLETED FOR THE YEAR

16 DBP ( DISINFECTION BY PRODUCT) 4 PER QUARTER PER YEAR

(GOING TO 8 PER QUARTER)

IPS (IMPROVEMENT PRIORITY SYSTEM) SCORE DIVISION OF DRINKING WATER 0-200 TOTAL

SOUTH OGDEN SCORE IS 15

VENTS DO NOT MEET REQUIREMENTS (42<sup>ND</sup>)

NO WATER & LOW PRESSURE CALLS & BLOWN METERS

1 NO WATER & 8 LOW PRESSURE, & 11 BLOWN/LEAKING METERS

CITY MAIN BREAKS 26 (22) REPAIRED

SERVICE LEAKS 16 (13) REPLACED

FIRE HYDRANTS 3 REPAIRED 1 REPLACED

VALVE REPLACEMENT 5 REPAIRED

8 CITY STAFF CERTIFIED TO THE LEVEL 4 DISTRIBUTION



# WATER ACCOMPLISHMENTS 2021 & 2022 GOALS

## RADIO READ CONVERSION:

REPAIRED/REPLACED METER REGISTERS 71

99% METERS ON RADIO READ

METER REGISTERS NEED TO BE UPDATED TO HANDLE  
VF4 ANTENNAS

8 COMMERCIAL METERS NEED TO BE CONVERTED.

CONVERTED 3 OUT OF 11 TO RADIO READS

## SCADA PROJECT 2021

5 SCADA SITES - PANELS UPGRADED WITH SUN  
SHADES (OVER HEATING)



## WATER GOALS 2022

- OAK DRIVE WATERLINE PROJECT \$430,476
  - INSTALL NEW 8" WATER LINE ON OAK DRIVE
- PANARAMA DR. PRV RELOCATE \$239,390
  - MOVING A PRV OUT OF A CITIZEN DRIVE WAY IN TO RIGHT OF WAY
- 42<sup>ND</sup> STREET RECONNECT(HARRISON BLVD)
  - NEED TO INSTALL PIT, VALVES AND SCADA TO RUN 42<sup>ND</sup> STREET RESERVOIR (\$813,600)
- DISCONNECT/RELOCATE SERVICE LINES OFF OF FEEDER LINE \$50,000
- CONTINUE GIS OF THE CITY FIRE HYDRANTS & WATER METERS
- VALVE & FIRE HYDRANT EXERCISE REPAIR & REPLACEMENT
- SCADA - IMPROVE THE EFFICIENTLY & USE
  - INSTALL ANTENNAS FOR RADIO READ \$10,000 EACH

## VALVE BREAK & MAIN LEAK



## WATER LEAKS 2021





## **SEWER ACCOMPLISHMENTS & GOALS 2021-22**

### **TWIN D SOUTH OGDEN CONTRACTOR FOR SEWER CLEANING**

ANNUALLY CONTRACT WITH CONTRACTOR

### **CITY RESPONDED TO 13 CALLS**

4 - CITY'S MAIN ISSUES (BLOCKAGE, SMELLS, NOISE)

9 - HOMEOWNERS SEWER LATERALS & MISC. CALLS

1 - HENRY MILLERS MANHOLES FOUND & RAISED

### **SEWER LINE CLEANING**

CLEANED VARIOUS AREAS IN THE CITY

3RD YEAR OF THE 4 YEAR PROCESS

CONTRACTOR CLEANED 41,500FT. OF SEWER LINE (7.8 MILES)

CAMERA 54,424FT. OF SEWER LINE (10.3 MILES)

REPAIRED/FIXED 1 PROBLEMS FOUND FROM VIDEO

### **MANHOLE INSPECTIONS**

CITY CREWS INSPECTED 1238 SEWER MANHOLES FOR PROBLEMS AND CONDITION. (COMPLETED ANNUALLY FOR INSURANCE)

### **SEWER GOALS 2022**

### **CONTINUE SEWER CLEANING CONTRACT**

2018 WAS THE FIRST YEAR THIS CYCLE

4<sup>TH</sup> TIME THROUGH THE WHOLE CITY

### **SEWER PROJECTS 2022**

REBUILD SEWER FROM H-GUY CHILD TO 5450 S.

(THROUGH FRIENDSHIP PARK)

MANHOLE INSPECTIONS/REPAIR AS NEEDED

RELIN/REPAIR/RE-ROUTE SEWER MAIN FROM

COUNTRY CLUB TO 40<sup>TH</sup> STREET

REBUILD SEWER LINE DROP 5250 S.

REPAIR TROUBLE SPOTS AS NEEDED

## **STREET ACCOMPLISHMENTS 2021**

### **PUBLIC WORKS CREWS USED:**

120 GALLONS OF TRAFFIC PAINT

306 TONS OF ASPHALT (\$13,204.00)

64 TONS OF WINTER MIX (\$8,405.63)

618 TONS ROAD SALT (\$17,683.31)

66 TONS ICE SLICER (\$3411.58)

65 SIGNS CHANGED OR REPLACED

THROUGHOUT THE CITY

4 SOLAR, DRIVER FEEDBACK, RADAR SIGNS (\$18,429.72)

73 LANE MILES OF ROADWAY CLEANED

W/ NEW LEAF VAC.

CITY SWEEP 3 TIMES -

752 GALLONS - CONTRACTED THE STRIPING OF THE ROADS

CRACK SEAL BY CITY CREW 20,286 LINEAL FEET -

8.2 LANE MILES - 5 TONS OF MATERIAL

WIND EVENT - FEMA APPLICATIONS COMPLETED FOR REIMBURSEMENT FOR ELIGIBLE EXPENSE'S

## STREET ACCOMPLISHMENTS 2021

### EDGE-MILL & OVERLAY PROJECTS

RIDGELINE/SKYLINE - \$445,377.00

31,100 SQ YDS - ASPHALT

36<sup>TH</sup> ST - \$57,781.47

4,660 SQ YDS - ASPHALT

44<sup>TH</sup> ST - \$56,797.50

2,333 SQ YDS - ASPHALT

ADDITIONAL OVERLAYS- \$304,189.77

25,700 SQ YDS ASPHALT

CHIP SEAL VARIOUS ROADS \$187,721.46

APROXIMATELY 8.2 LANE MILES

### STREET LIGHTS UPGRADE

7 LIGHTS REPLACED TO OUTAGES

8 POLE REPLACED DUE TO WIND OR AGE

WARRANTY PERIOD STARTED 10-1-13

ENDS 10-1-23

18 MONTH WARRANTY ON LABOR ENDED 4-1-15

\$140.00 PER HOUR

\$143-\$184 37 WATT OR 64 WATT LED  
\$300.00

NO LONGER MAKE THE INDUCTION LIGHT -  
\$500.00

## STREETS 2021





## STREETS GOALS 2021

### POSSIBLE ROAD PROJECTS

#### EDGE MILL & OVERLAY

OAK DRIVE 785 & 875 - \$400,000  
36<sup>TH</sup>-37<sup>TH</sup> PORTER & JEFFERSON  
COUNTRY CLUB DRIVE 40<sup>TH</sup> TO Y  
BRIER POINT MAIN LOOP (6100 S.) WATER LEAK AREA  
REPAIR SIDEWALK & CURB & GUTTER AS NEED THROUGHOUT THE TO THE CITY

#### CRACK SEAL & CHIP SEALS

CHIP \$300,000  
CRACK \$50,000  
SPOT REPAIR \$50,000



## STORM WATER ACCOMPLISHMENTS & GOALS 2021-2022

### MAINTENANCE PROGRAM – 5TH YEAR OF THE PROGRAM

2ND TIME GOING THROUGH THE CITY

### WEBER COUNTY STORM WATER COALITION

8<sup>TH</sup> YEAR WITH COALITION FEE  
PUBLIC OUT REACH COMPLIANCE

- REGISTERED STORM WATER INSPECTORS – 3 ON STAFF
- ILLICIT DISCHARGES/SPILLS - 7

### GOALS 2022

RELINE BURCH CREEK HOLLOW

BETWEEN - 4841 AND 4831

ADAMS AVE STORM DRAIN PROJECT (40TH TO 42<sup>ND</sup>)

- KEEP IN COMPLIANCE WITH THE DWQ
  - STORM WATER MANAGEMENT PLAN

## STORM PROJECT 2021

45<sup>TH</sup> & JEFFERSON – \$46,500.04

REPAIRED DRAIN ISSUE IN RESIDENTS BACK YARD

SPOT REPAIRED DRAIN AND INSTALLED 1-5' MANHOLE

45<sup>TH</sup> S. EAST OF MONROE - \$172,778.60

COMPLETE PROJECT SPRING 2022

PORTER 36<sup>TH</sup>-37<sup>TH</sup> STORM DRAIN - \$ 271,912.27

700' 18" RCP STORM DRAIN PIPE

110 15" RCP STORM DRAIN PIPE

3 MANHOLE

3 NEW CATCH BASINS



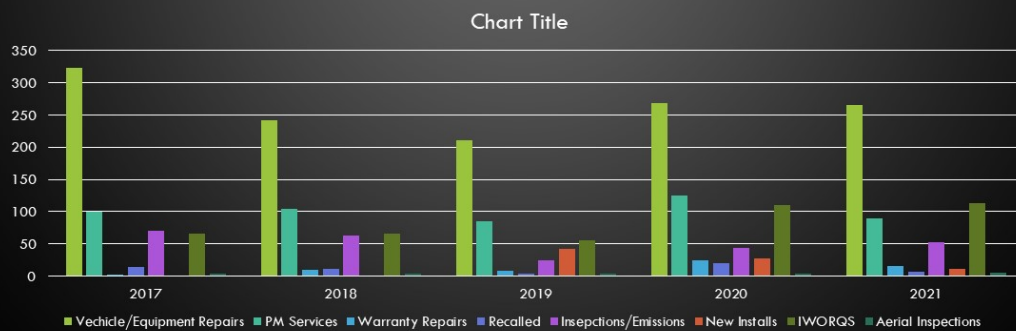
## STORM WATER 2021-22



## STORM WATER AUDIT & SWPP COMPLIANCE

- DEPARTMENT OF WATER QUALITY COMPLETED AN AUDIT – STORM WATER MANAGEMENT PLAN IN LATE APRIL 2021
- TWO MS4 PERMITS - MUNICIPAL SEPARATE STORM SEWER SYSTEMS
  - 1- GENERAL PERMIT 2- CONSTRUCTION GENERAL PERMIT
- 6 MIN. CONTROL MEASURES REVIEWED
  - 1- PUBLIC EDUCATION & OUT REACH
  - 2-PUBLIC INVOLVEMENT/PARTICIPATION
  - 3-ILLICIT DISCHARGE DETECTION & ELIMINATION
  - 4-CONSTRUCTION SITE STORM WATER CONTROL
  - 5-LONGTERM STORMWATER MANAGEMENT
  - 6-POLLUTION PREVENTION & GOOD HOUSEKEEPING
    - 44 DEFICIENCY'S ITEMS REPORTED TO SOUTH OGDEN CITY LATE AUGUST
    - AS OF DECEMBER 31, 2021 3 DEFICIENCIES WORKING WITH THE STATE TO CLEAR

## FLEET 2021





## **FLEET ACCOMPLISHMENTS 2021 & GOALS 2022**

### **FUEL SITE FOR CITY FLEET**

REMOVED THE SITE , COMPLETED CONTAMINATED TESTING AND SITE CLOSED BY THE STATE

LOOKING FOR FUEL SITE OPTIONS FOR THE SHOP

### **CONTINUE TO IMPROVE THE EFFICIENCY OF THE CITY'S FLEET**

LOOKING AT DIFFERENT TYPE OF FUEL OPTIONS  
NATURAL GAS VS HYBRIDS

### **NEW PROGRAM FOR FLEET MANAGEMENT – IWORQS**

PROGRAM PURCHASED CURRENTLY WORKING WITH VENDOR TO GET ALL INFORMATION CONVERTED TO NEW PROGRAM

**CONTINUE TO IMPROVE AND UPGRADE THE FLEET AS FUNDING BECOMES AVAILABLE**

**LOOKING INTO THE POSSIBILITY OF LEASING SOME FLEET VEHICLE'S IN HOUSE**

- TRUCK SPECS & PRICING NEW LADDER TRUCK (2 YEAR BUILD)
- NEW AMBULANCE
- EQUIPMENT PURCHASING – 6-8 MONTHS
  - NATIONAL SHORTAGE
- KEEP FLEET RUNNING
  - PARTS & FILTERS – BACK ORDER MONTHS
  - LADDER TRUCK BRAKES TO OVER A MONTH TO GET
- GARTH WANTS TO MAKE 18 TO 24 MONTHS FOR HIS RETIREMENT

## **FLEET EQUIPMENT INSTALL 2021**



QUESTIONS ?



## **ATTACHMENT C**

Presentation by Assistant City Manager Doug Gailey



# 2021 COUNCIL PRESENTATION

DOUG GAILEY ASSISTANT CITY MANAGER



## DEPARTMENTS

- Information Services
- Special Events
- Court
- Human Resources
- Planning Commission



## **COURT**

Court Supervisor Tristine Toyn,  
Clerk Cydni Gutierrez,  
Part-Time Clerks Jody Grose, Tisha Dodgen

### **Job Overview**

- Court Functions
- Passports
- Utility Payments/Applications
- Building Permits
- Phone Calls
- Reservations
- Mail/Supplies



## **INFORMATION SERVICES**

David Martin

- Part-Time
- TecServ Still providing advanced technical support



## **SPECIAL EVENTS**

Communications and Events Specialist Jamie Healy

### **South Ogden Events**

- Social Media Stories
- Branding
- Employee Appreciation Dinner
- Easter Egg Hunt
- South Ogden Days
- Veterans Memorial
- Christmas Traditions



## **HUMAN RESOURCES**

### **Turnover**

- 9 Full-time (12 in 2020)
- 5 retired, 1 Resigned, 3 other job
- (2020) 1 death, 4 retire, 7 other job
- 18 Part-time (26 in 2020)

