Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, April 7, 2020, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: City Council: Norm Searle, Mayor
         Braden Mitchell, Councilmember
         Brent Ellis, Councilmember
         Alan Arnold, Councilmember
         Bart Stevens, Councilmember
         Steve Hilton, Councilmember

         City Employees: Rodger Worthen, City Administrator
                         Steve Brooks, City Attorney
                         Mike Eggett, Community Development
                         Scott Brenkman, Police Chief
                         Jared Sholly, Fire Chief
                         Rich Taylor, Community Services
                         Shalee Evans, City Recorder

         Visitors: Dee Hansen

A. Welcome & Roll Call

   The City Council meeting began at 5:58 p.m. Mayor Searle called the meeting to order and welcomed all in attendance, including all Council Members and all members of the public.

B. Pledge of Allegiance

   Mayor Searle invited Shalee Evans to lead the Pledge of Allegiance.

C. Moment of Silence

   Mayor Searle called for a moment of silence and asked everyone to remember our police officers, fire fighters, U.S. Military service members, and members of the City Council as they make decisions this evening.

D. Public Comment

   Mayor Searle invited any member of the public with questions or concerns to address the Council and asked that they keep their comments to approximately three minutes. No action will be taken during public comment. He noted that public can email or text in with questions to be addressed by the council. There were no public comments made.

E. Presentations and Reports

   1. Mayors Report

      Mayor Searle reported that Riverdale City has one confirmed case of Covid-19.

   2. Six Month Report by Chief Jared Sholly.

      Chief Sholly presented an Interlocal Agreement Summary Power Point. Chief Sholly asked if he needs consensus from the council to go ahead and look at what a contract would like if South Ogden approves. Steve Brooks, City Attorney, stated that this item was listed as just a presentation, not an action item.

         MOTION: Councilmember Mitchell moved to put this item on a further agenda.
         Councilmember Arnold seconded the motion.

         ROLL CALL VOTE: All voted in favor.

F. Consent Items

   1. Consideration to approve the City Council meeting minutes from: March 3, 2020 Work Session and Regular Session.

      Mayor Searle invited any corrections or comments regarding the above referenced meeting minutes.
MOTION: Councilmember Mitchell moved to approve the amended meeting minutes. Councilmember Arnold seconded the motion. All voted in favor.

2. Consideration of appointment of Kent Anderson to serve remainder 3-year term from April 2020 to January 2023.

Mayor Searle noted that Kent Anderson is very involved with the City. His dad was the first Mayor in Riverdale. Also, Kent seems excited to join the Planning Commission.

MOTION: Councilmember Hilton moved to approve the appointment of Kent Anderson. Councilmember Arnold seconded the motion.

ROLL CALL VOTE: All voted in favor.

3. Consideration of approving Steve Brooks, City Attorney, as Interim City Administrator.

Councilmember Arnold asked if the wording should be changed to state ‘Co-Administrator’, instead of ‘Interim’. Because, Rodger Worthen will still be working when he can. Mayor Searle stated that he likes ‘Acting’ City Administrator better. Councilmember Stevens noted that ‘Acting’ sounds better in his opinion. Rodger Worthen, City Administrator, stated that he is okay with whatever the council decides to do. He also noted that the Mayor is always available if there is anything that needs to be addressed.

MOTION: Councilmember Arnold moved to approve Steve Brooks as Acting City Administrator. Councilmember Ellis seconded the motion.

ROLL CALL VOTE: All voted in favor.

G. Action Items

1. Consideration of Resolution 2020-07, awarding a bid for the 2020 Water Line Project to Kapp Construction the low bidder in the amount of $167,254.75.

Shawn Douglas, the Public Works Director, summarized the executive summary which explained, we have completed the bid process for the 2020 Water Line Project. Kapp Construction was the low bidder in the amount of $167,254.75. We have worked with Kapp Construction in the past. They have completed past projects in a satisfactory and timely manner. I would recommend approval.

MOTION: Councilmember Arnold moved to approve Resolution 2020-07, awarding the bid for the 2020 Water Line Project to Kapp Construction the low bidder in the amount of $167,254.75; Councilmember Mitchell seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

ROLL CALL VOTE: All voted in favor.

2. Consideration of Resolution 2020-08, the Annual Municipal Wastewater Report.

Shawn Douglas, Public Works Director, went over the executive summary which explained, The Municipal Wastewater Planning Program is required by the State Division of Water Quality. We have completed the report as required by the Division of Water Quality. Our system is in good condition and the maintenance program that we have in place keeps it functioning well. During the last year we did not have any wastewater backups or overflows. I would recommend approval of the resolution.

MOTION: Councilmember Arnold moved to approve Resolution 2020-08 the Annual Municipal Wastewater Report; Councilmember Mitchell seconded the motion.

Mayor Searle invited discussion regarding the motion. Councilmember Mitchell noted that Shawn Douglas does a great job and thanked him for his work.

ROLL CALL VOTE: All voted in favor.
3. Consideration of Ordinance 914, an amendment to the Justice Court Judge salary.

Steve Brooks, City Attorney, went over the executive summary which explained, as part of the process of the selection of the new Justice Court Judge, the starting salary was different than what our code states and from what the previous Judge made. This proposed amendment just cleans this all up.

**MOTION:** Councilmember Mitchell moved to approve Ordinance 914 an amendment to the Justice Court Judge Salary; Councilmember Arnold seconded the motion.

Mayor Searle invited discussion regarding the motion. Councilmember Arnold asked if the dollar amount needs to be added in the motion. Steve Brooks, City Attorney, stated that it does not need to be stated within the motion.

**ROLL CALL VOTE:** All voted in favor.

4. Consideration Ordinance 915, adoption of a new and newest versions of various codes.

Steve Brooks, City Attorney, went over the executive summary which explained, these are proposed updates to the Codes that we use for building/construction, demolition, fire, etc. Updates have all been received and should be adopted in order to stay current with national and regional standards. This happens every couple of years as the Feds update their standards.

**MOTION:** Councilmember Arnold moved to approve Ordinance 915 with 2018 being the correct year, Councilmember Mitchell seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

**ROLL CALL VOTE:** All voted in favor.

5. Mayor Searle invited discussion regarding the fifth action item. Discussion on Suspension of water turn-off actions.

Steve Brooks, City Attorney, went over the executive summary which explained, due to the situation that we find ourselves in with the Corona virus and the impact that it is having on some of our citizens, staff had met and discussed options concerning water shut-offs and what we should do about them. Mayor Searle also asked us to review the issue and report back to him which we did, and he agreed with what we came up with. The proposal was to at least temporarily hold off from doing any shutoffs that were due and set to be performed but also make it clear that it was not a forgiveness of the debt.

Councilmember Arnold stated that by just delaying the shutoff, residents will still need to pay their bill plus all the fees that will have been added and that it doesn’t seem to help relieve any burden or lighten the load. Mr. Brooks noted that this has been a discussion trying to get this worked out, he stated this is the only conclusion he could come up with that is fair to all the residents. Councilmember Stevens stated that if the city waves a $25-$50 turn off fee, then he believes it is fair. Councilmember Mitchell stated that if the shut offs are postponed, residents still receive their water, so it is only fair that residents should pay for the services rendered and that he believes it does help during this hard time. Councilmember Ellis agreed with still charging fees if residents are late. Shawn Douglas, Public works Director, noted that the only time that residents are charged the $50 fee, is when that is the second time that the resident has had their water shut off. He also noted that the fees are there to cover the expense for the time and postage that is used to send more notices. Shawn stated that if residents would just call in and make payment arrangements, they will not get their water shut off. Mayor Searle noted that the city wants to be compassionate during this time and try to help in any way possible. Councilmember Arnold stated that he believes the City should wave all late fees for the 90 days. This way it helps residents out, without kicking the can down the road. Councilmember Hilton noted that he agrees that the late fees should still be added if they are late. Councilmember Stevens noted that with the letter, we are not allowing them to be late. But we are not shutting them off. If you are late, you are late, the extension we are giving is to not shut off water, not to wave fees.

**MOTION:** Councilmember Ellis moved to approve suspension of water turn-off actions. Councilmember Hilton seconded the motion.

**ROLL CALL VOTE:** Motion passes with 4 for the motion, and 1 opposed.
6. Mayor Searle invited discussion regarding the sixth and final action item, Discussion on Covid-19/Updates.

   Steve Brooks stated that the City has been taking the proper precautions to keep residents and staff safe. He noted that all departments have stepped up and helped. He noted that residents can make appointments to come in if they need to come in during hours the city is closed. He stated that employees that can, work from home. And he also noted that the senior center and community center were closed early on to ensure safety.

H. Discretionary Items

   There were no discretionary items.

I. Adjournment.

   MOTION: Having no further business to discuss, Councilmember Arnold made a motion to adjourn. The motion was seconded by Councilmember Mitchell; all voted in favor. The meeting was adjourned at 7:05p.m.

   Norm Searle, Mayor
   Shalee Evans, City Recorder

   Date Approved: 4/21/2020