

**Pleasant Grove City
City Council Meeting Minutes
Regular Session
Tuesday, May 2, 2023
6:00 p.m.**

Mayor: Guy L. Fugal

Council Members: Dianna Andersen
Brent Bullock
Eric Jensen
Cyd LeMone
Todd Williams

Staff Present: Scott Darrington, City Administrator
Deon Giles, Parks Director
Kathy Kresser, City Recorder
Denise Roy, Finance Director
Drew Engemann, Fire Chief
Sheri Britsch, Library and Arts Director
Neal Winterton, Public Works Director
Keldon Brown, Police Chief
Kara Kresser, Planning Tech
Megan Zollinger, Recreation Director
Daniel Cardenas, Community Development Director
David Packard, Human Resource Management

Excused: Tina Petersen, City Attorney
Kyler Brower, Assistant to the City Administrator

The City Council and staff met in the Community Room, 108 South 100 East, Pleasant Grove, Utah.

6:00 P.M. REGULAR CITY COUNCIL MEETING

1) CALL TO ORDER

Mayor Guy Fugal called the meeting to order at 6:00 p.m. All City Council Members were present.

2) PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Finance Director, Denise Roy.

3) **OPENING REMARKS**

The opening remarks were offered by Council Member Jensen.

4) **APPROVAL OF MEETING AGENDA**

City Administrator, Scott Darrington, reported that the Public Hearing item was continued.

ACTION: Council Member Jensen moved to APPROVE the Meeting Agenda. Council Member LeMone seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

5) **OPEN SESSION**

Denise Trickler, who serves on the Pleasant Grove Historic Commission, reported that their Walking Tour is scheduled for May 15, 2023, at 7:00 p.m. The tour will begin behind BJ's Market. They will first go to the Dodge Home and highlight other historic homes in the City.

There were no further public comments.

6) **CONSENT ITEMS**

- A. **City Council Minutes:
City Council Minutes for the March 21, 2023, Meeting.
City Council Minutes for the April 11, 2023, Meeting.**
- B. **To Consider Approval of Payment Request No. 3 for Morgan Pavement for the Crack Seal Services 2022-2025 Project.**
- C. **To Consider Approval of Change Order No. 1 and Payment Request No. 3 for Newman Construction for the 1300 West Street and Utility Improvement Project.**
- D. **To Consider Approval of Payment Request No. 1 for BD Bush Excavation, Inc. for the 1300 East Street and Utility Improvement Project.**
- E. **To Consider Approval of Payment Request No. 3 for Great Western Landscape for the Old Cemetery Irrigation Project.**
- F. **To Consider Approval of Payment Reports for April 6, 2023.**

ACTION: Council Member Jensen moved to APPROVE the Consent Items as stated. Council Member Andersen seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

7) **BOARD, COMMISSION, AND COMMITTEE APPOINTMENTS**

There were no appointments.

8) **PRESENTATIONS**

There were no presentations.

9) **PUBLIC HEARING ITEMS**

- A. **Continued Public Hearing to Consider for Adoption a Resolution (2023-015) Authorizing the Mayor to Sign a Development Agreement with “The Boulevard Development, LLC” and McKay Christensen Regarding a Mixed-Use Development located at approximately 220 South Pleasant Grove Boulevard, Pleasant Grove, Utah, and Other Related Matters and Providing an Effective Date. *Presenter: Director Cardenas.* Continued from the April 11, 2023 meeting. **Please note this item will be Continued Indefinitely.**

10) **ACTION ITEMS READY FOR VOTE**

- A. **To Consider for Adoption a Resolution (2023-018) Adopting the Pleasant Grove City Tentative Budget for the Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024, which includes the Comprehensive Fee Schedule; and Providing for an Effective Date. *Presenter: Director Roy.***

Finance Director, Denise Roy, reported that because the budget document is very large, she would be reviewing only the summary documents tonight. The summary pages were identified in a recent email that was sent to the City Council Members and would be posted on the City’s website the following day.

Page 1 included the Consolidated Budget, which contains all of the governmental and enterprise funds and summarizes revenues and expenses.

Page 2 was an Executive Summary containing sales and property tax revenues and proposals that include the following:

- A Property Tax Rate increase;
- A Utility Rate increase for Enterprise Funds;
- A 6% employee wage increase for both full and part-time employees;
- Additional employment positions for both the Streets and Cemetery Departments;
- Bond funding; and
- Capital Projects.

Page 3 featured the “one-pager” that was reviewed previously. It contained no changes. It recaps the information found in the Executive Summary Report and includes a Property Tax discussion identifying things the City would like to do with that tax increase.

Page 4 was General Fund Revenue. It details revenue and contains graphs showing the budget by division.

Page 23 was a Supplemental Summary showing the one-time capital expenses.

Page 32 was the start of the Fee Schedule. The proposed fee changes were identified in green.

Page 48 set forth the proposed utility increases. Overall, the utility increase was 6½%.

ACTION: Council Member Bullock moved to ADOPT Resolution 2023-018 adopting the Pleasant Grove City Tentative Budget for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024, which includes the Comprehensive Fee Schedule; and providing for an effective date. Council Member Jensen seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

B. To Consider for Adoption a Resolution (2023-019) Authorizing the Pleasant Grove City Parks Director to Submit an Application for the 2023 Utah County Commission Municipal Recreation Grant for Improvements to be made to the Veteran’s Memorial Park and Valley Vista Trail System. *Presenter: Director Giles.*

Parks Director, Deon Giles, reported that the Parks Department is seeking to apply for Utah County Municipal Recreation Grant money to replace the 12 wood tables at Veterans Park and obtain two bicycle stations for Phase 3 of Valley Vista Trail at the east and west locations.

Council Member LeMone asked about dates for the Valley Vista Trail volunteers. Director Giles reported that there will be two likely in the last week of May and the first Saturday in June. Those dates would be posted to the City’s website once finalized.

~~**ACTION:** Council Member Andersen moved to ADOPT Resolution 2023-019 authorizing the Pleasant Grove City Parks Director to submit an application for the 2023 Utah County Commission Municipal Recreation Grant for improvements to be made to the Veteran’s Memorial Park and Valley Vista Trail System. Council Member LeMone seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.~~

C. To Consider Authorizing the Mayor to Sign the Special Use Permit Local Consent Request for doTERRA Manufacturing to Manufacture and Store a Small Amount of Ethanol Alcohol to Develop Products for Personal Care, Perfumes, and Hand Sanitizers. *Presenter: Administrator Darrington.*

Administrator Darrington reported that doTERRA will be using ethanol alcohol in the development of some of its products, which requires keeping alcohol on site. A Special Use Permit is required that needs the consent of the City Council. The details were provided in the City Council packets. Council Member Williams asked what amount was considered “a small amount.” Administrator Darrington did not have that detail but thought it might be larger than what they consider to be small. Questions were raised about the amount of alcohol being stored and the

length of time covered by the permit. The matter was tabled for a brief period to obtain that information.

Additional information was provided later. Administrator Darrington stated that alcohol use requested by doTERRA is for “industrial/manufacturing.” No time limit was established on the permit. doTERRA, in their letter requesting consent, indicated that they plan to use a small percentage of alcohol in some of their personal care products. They used the term “small amount” without further description but indicated that most of the alcohol used will evaporate from the final product. The State regulates alcohol so a permit is required.

ACTION: Council Member Williams moved to APPROVE a Permit authorizing the Mayor to sign the Special Use Permit Local Consent Request for doTERRA Manufacturing to manufacture and store a small amount of ethanol alcohol to develop products for personal care, perfumes, and hand sanitizers. Council Member Jensen seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

D. To Consider for Adoption a Resolution (2023-020) Authorizing the Mayor to Sign Property Acquisition and Easement Agreements with Property Owners Along 2600 North in Pleasant Grove, Utah for the Construction of Roadway and Utility Improvements; and Providing an Effective Date. Presenter: Director Winterton.

Public Works Director, Neal Winterton, reported that the packet contains one agreement that is a continuation of other agreements the Mayor has been asked to sign. There will be one more agreement to sign after this one.

~~**ACTION:** Council Member Andersen moved to ADOPT Resolution 2023-020 authorizing the Mayor to sign Property Acquisition and Easement Agreements with property owners along 2600 North in Pleasant Grove, Utah, for the construction of roadway and utility improvements; and providing an effective date. Council Member LeMone seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.~~

E. To Consider Awarding Pronghorn Construction, Inc. the Bid for the Loader Avenue Project from 300 South to 500 South Safe Route to School Projects in the Bid Amount of \$180,753.90 and Authorize the Mayor to Sign the Notice of Award, Notice to Proceed, and the Agreement. Presenter: Director Winterton.

Director Winterton reported that the project has taken additional time because of difficult and unsuccessful right-of-way negotiations. The project, however, will be completed to the extent possible using equal contributions of State and City funds. The corner property, which is not included, may be done at a later time.

ACTION: Council Member Bullock moved to APPROVE awarding Pronghorn Construction, Inc. the bid for the Loader Avenue Project from 300 South to 500 South Safe Route to School Projects in the bid amount of \$180,753.90 and authorize the Mayor to sign the Notice of Award, Notice to Proceed, and the Agreement. Council Member LeMone seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

F. To Consider Awarding RB Construction & Concrete, Inc. the Bid for the 300 East Waterline and Roadway Reconstruction Project in the Amount of \$333,440.00 and Authorize the Mayor to Sign the Notice of Award, Notice to Proceed, and the Agreement. Presenter: Director Winterton.

Director Winterton reported that the above project involves coordination between the roadways and the utilities and will be funded solely from the utility rates. As the infrastructure ages, this type of work will continue. The area on 300 is between 900 North to 1100 North.

ACTION: Council Member LeMone moved to AWARD RB Construction and Concrete, Inc. the bid for the 300 East Waterline and Roadway Reconstruction Project in the amount of \$333,440.00 and authorize the Mayor to sign the Notice of Award, Notice to Proceed, and the Agreement. Council Member Bullock seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

11) ITEMS FOR DISCUSSION

A. Continued Items from the Work Session if needed.

~~Director Giles reported on the following:~~

- He thanked all of the City employees for coming out to volunteer last week at Discovery Park. They did an awesome job and saved them months of work.
- The department completed a large fertilizer job last week.
- The Discovery Park Projects are ongoing. Paint was removed from the pickleball area and they will be painting next week. The courts will be open one week from Saturday.
- The Secondary Irrigation Project is complete and training on the controller was to be done the following week. It is a two-wire system and they have great water pressure, which will help with the watering timeline.
- They are ahead of schedule on the water projects.

12) REVIEW AND DISCUSSION OF THE MAY 16, 2023, CITY COUNCIL MEETING AGENDA

Administrator Darrington reported that the Work Session on May 16 will include introducing new employees and recognizing the new graduates of the Leadership Academy. There will be a Public Hearing on Blossom Hill, a boundary adjustment request, and the budget amendment. Under Action Items, they will have a cell tower lease, an ordinance on upcoming elections, an ordinance changing public hearing notice dates based on a state law change, an update to the Interlocal

Agreement regarding the Utah Local Government Trust, a Cost Recovery Agreement with the U.S. Forest Service on the G Mountain, and a Utah Department of Transportation (“UDOT”) stormwater drainage facility item.

13) MAYOR AND COUNCIL BUSINESS.

Council Member Jensen reported on the following:

- The golf tournament is scheduled for May 12, 2023.
- There are a couple of ribbon cuttings scheduled but no dates set.
- He complimented Chief Brown on the program, which was well done.

Human Resource Manager, David Packard, reported on the following:

- Open Enrollment for employee benefits begins on May 8, 2023, and ends May 25, 2023. No changes can be made after that date.
- Two open-house information meetings were to be held. One is scheduled for May 9 from 2:00 p.m. to 4:00 p.m. The other will take place on May 11 from 10:00 a.m. to noon. He noted that there are no significant changes to benefits or premiums. There were fewer claims this past year, so they were saving \$60 per employee per month depending on the plan.

14) SIGNING OF PLATS.

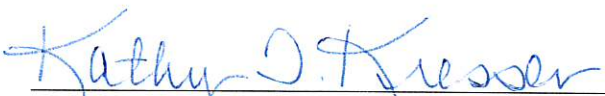
Mayor Fugal reminded the Council all that of the plats need to be signed.

15) REVIEW CALENDAR.

16) ADJOURN.

ACTION: At 6:35 p.m. Council Member LeMone moved to ADJOURN the City Council Meeting. Council Member Bullock seconded the motion. City Council Member vote: Dianna Andersen, Yes; Brent Bullock, Yes; Eric Jensen, Yes; Cyd LeMone, Yes; and Todd Williams, Yes. Motion carried unanimously.

The City Council minutes of May 2, 2023, were approved by the City Council on May 16, 2023.


Kathy T. Kresser, MMC
City Recorder
(Exhibits are in the Recorder’s office.)

