

Minutes of the Centerville **City Council** meeting held Tuesday, February 20, 2024, at 7:00 p.m. with participants present at Centerville City Hall, 250 North Main Street.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Cheylynn Hayman
Gina Hirst
Robyn Mecham
Brian Plummer
Spencer Summerhays

STAFF PRESENT

Brant Hanson, City Manager
Lisa Romney, City Attorney
Jennifer Robison, City Recorder
Nate Plaizier, Finance Director
Haley Turner, Community Services Manager
Bryce King, Administrative Services Director
Mike Carlson, Public Works Director
Mike Eggett, Community Development Director
Dave Walker, Utilities Manager
Paul Child, Centerville Police Chief
Whitney Black, Assistant Planner

VISITOR

Tyson Creamer

Mayor Wilkinson called the Council meeting to order at 7:14 p.m.

PRAYER OR THOUGHT Councilmember Hayman

PLEDGE OF ALLEGIANCE

Mayor Wilkinson introduced new Community Development Director Mike Eggett. Mr. Eggett shared his professional background, and said he was excited to be in Centerville.

OPEN SESSION

None

PUBLIC HEARING – VACATE AND ACCEPT PUBLIC UTILITY EASEMENTS – 763 NORTH 700 EAST – TYSON & DANIELLE CREAMER

City Attorney Lisa Romney explained the applicants had a public utility easement on the rear lot line of their property located at 763 North 700 East. They petitioned the City to vacate the public utility easement to accommodate the reconstruction of a residential swimming pool. In accordance with City Code, a new public utility easement on the southern lot line of the property must be dedicated. The applicant represented that no utility facilities were located within the existing rear lot line easement. Ms. Romney said staff recommended the Council approve Ordinance No. 2024-04 vacating the previously recorded easement and accepting the new public utility easement. Tyson Creamer, applicant, thanked the Council for their consideration of the request.

1 At 7:25 p.m., Mayor Wilkinson opened a public hearing, and closed the public hearing at
2 7:28 p.m. seeing no one come forward. Councilmember Hirst **moved** to approve Ordinance No.
3 2024-04 vacating recorded public utility easement and accepting new public utility easement for
4 property located at 763 North 700 East, subject to receipt of signed consent letters from utilities,
5 confirmation of legal description by City Engineer, and signed public utility easement for new
6 location. Councilmember Summerhays seconded the motion, which passed by unanimous vote
7 (5-0).
8

9 **PUBLIC HEARING – FY 2024 BUDGET AMENDMENT**

10
11 Finance Director Nate Plaizier explained proposed amendments to the FY 2024 Budget,
12 and answered questions from the Council. Councilmember Hayman suggested sharing
13 information regarding grants received with residents, and thanked staff for working hard to obtain
14 grant funds for the City.
15

16 Mayor Wilkinson opened a public hearing at 7:42 p.m., and closed the public hearing at
17 7:43 p.m. seeing no one come forward. Councilmember Hayman **moved** to approve Resolution
18 No. 2024-08 amending the FY 2024 Budget. Councilmember Hirst seconded the motion, which
19 passed by unanimous vote (5-0).
20

21 **FEE SCHEDULE AMENDMENTS – CFS 17.010 (STREET AND EXCAVATION PERMIT**
22 **FEES) – REQUESTS TO VACATE MUNICIPAL AND PUBLIC UTILITY EASEMENTS**
23

24 City Attorney Lisa Romney said the City often received requests to vacate a municipal or
25 public utility easement to accommodate development, or when needed to move a utility line. The
26 applications took quite a bit of staff time between Community Development staff, the City
27 Engineer, and the City Attorney. Ms. Romney said the City did not currently charge a fee for such
28 applications, but staff recommended amending the Fee Schedule to add a \$300 application fee
29 plus professional services costs to cover costs in reviewing, noticing, and preparing the required
30 documents.
31

32 Ms. Romney answered questions from the Council regarding staff time spent. She said
33 \$300 was proposed based on a comparison of fees and time spent for other applications currently
34 included in the Fee Schedule, but agreed that \$300 would not completely cover staff time for
35 requests to vacate a municipal or public utility easement. Ms. Romney recommended the Council
36 adopt the resolution as proposed, or with a fee of \$500 (which would still fall within staff time
37 used), and allow staff time for a more comprehensive review of other fees on the Fee Schedule.
38 Mr. Plaizier said the City had not reviewed deposits and refunded unused funds in the time he
39 had worked for Centerville, and agreed the reviews should take place.
40

41 Councilmember Summerhays expressed the opinion that \$500 would be a bargain in the
42 current market. Councilmember Mecham said she would prefer to approve the proposed \$300
43 fee, and wait for the more comprehensive review of fees. She suggested a comparison of fees
44 charged by other cities in the area would be helpful. Councilmember Hayman said she was
45 comfortable with \$500. Councilmember Hirst said she believed \$500 was probably more accurate
46 for staff time spent.
47

48 Councilmember Summerhays **moved** to approve Resolution No. 2024-07 amending
49 Section 17.010 of the Centerville Fee Schedule regarding Street and Excavation Permit Fees to
50 add a fee for requests to vacate a municipal or public utility easement, with the amendment that
51 the fee shall be \$500 for vacation of both municipal and public utility easement. Councilmember
52 Plummer seconded the motion, which passed by unanimous vote (5-0).

AMEND CITY COUNCIL BOARDS AND COMMITTEES APPOINTMENT LIST – AUDIT COMMITTEE

The City Council recently approved a resolution designating City Council appointments to districts, boards, and committees. Staff noticed the Council appointment to the Audit Committee was left off the list.

Councilmember Hirst **moved** to approve Resolution No. 2024-09 amending the City Council appointments to districts, boards, and committees to add a Councilmember appointment to the Audit Committee. Councilmember Hayman seconded the motion, which passed by unanimous vote (5-0).

SUMMARY ACTION

1. Deuel Creek Piping Project – invoice to RP Wetlands & Waterfowl, LLC in the amount of \$60,800.00.

Public Works Director Mike Carlson answered questions from the Council regarding the Deuel Creek Piping Project. Councilmember Hayman **moved** to approve the Summary Action item as listed. Councilmember Hirst seconded the motion, which passed by unanimous vote (5-0).

MINUTES REVIEW AND APPROVAL

Minutes of the February 6, 2024 Work Session, Council Meeting, and Closed Session were reviewed. Councilmember Hirst **moved** to approve all three sets of minutes. Councilmember Mecham seconded the motion, which passed by unanimous vote (5-0).

FINANCIAL REPORT

A monthly financial report for January 2024 was included with the agenda for review.

COUNCIL LIAISON DISCUSSION

Councilmember Mecham updated the Council regarding UTOPIA.

MAYOR REPORT

- Mayor Wilkinson reported on a Legislative Policy Committee (LPC) meeting earlier that day. He spoke of a proposal to provide a State mortgage program for new builds, and asked for Council feedback. Mayor Wilkinson expressed the opinion that the proposed program was outside the portfolio of what the State Treasurers Office Could invest in. Councilmember Hirst suggested perhaps the proposed 5-year occupancy requirement was not long enough. Councilmember Hayman said she agreed. Councilmember Hirst commented that different bills before the Legislature each defined “affordable housing” differently.
- Mayor Wilkinson updated the Council regarding plans for the 4th of July celebration.
- The Council was scheduled to meet next on Wednesday, March 6, 2024.

CITY MANAGER REPORT

None

ADJOURNMENT

At 8:20 p.m., Councilmember Hayman **moved** to adjourn the meeting. Councilmember Hirst seconded the motion, which passed by unanimous vote (5-0).

DocuSigned by:
Jennifer Robison
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Jennifer Robison, City Recorder

4/3/2024 | 4:24 PM MDT
Date Approved

