

Minutes of the Work Session meeting of the Syracuse City Council held on February 11, 2014, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Brian Duncan  
Mike Gailey (arrived at 6:03 p.m.)  
Craig A. Johnson  
Karianne Lisonbee  
Douglas Peterson

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
Finance Director Steve Marshall  
Public Works Director Robert Whiteley  
City Attorney Clint Drake  
Parks and Recreation Director Kresta Robinson  
Utilities Manager Holly Craythorn

The purpose of the Work Session was to review the agenda for the business meeting to begin at 7:00 p.m.; review agenda item 9, a proposed resolution appointing a member of the Governing Body as the City's representative on the North Davis Sewer District (NDSB) Board; review agenda item 12, Proposed Resolution amending the Syracuse City Consolidated Fee Schedule; review agenda item 13, Proposed Resolution to amend Syracuse City Engineering Standards; review agenda item 14, Proposed resolution regarding Wastewater Planning Program; and discuss Council business.

[6:00:21 PM](#)

**Agenda review**

Mayor Palmer briefly reviewed the agenda for the business meeting to begin at 7:00 p.m.

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**Public comments**

Ryan Furniss stated he is a Sunset City Councilmember and he understands the Council plans to try to remove Councilmember Peterson as a member of the North Davis Sewer District (NDSB) Board. He expressed his support for Councilmember Peterson and stated there have been times the Board had needed a voice of reason and it has been Councilmember Peterson that has served in that capacity. He stated he considered Councilmember Peterson a dear friend and has talked to him several times about issues related to the NDSB that impact the City and he has been nothing but an advocate for the citizens of Syracuse; he is at a loss as to why the Council would try to remove a seated member of a Board for no cause. He stated if Councilmember Peterson was not doing his job there would be reason to remove him, but of all members of the Board Councilmember Peterson is very diligent and he would like the Council to consider that.

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**Review agenda item 9, Proposed Resolution appointing a member of the Governing Body as the City's representative on the North Davis Sewer District (NDSB) Board.**

Mayor Palmer led the Council in a discussion regarding the City's appointee to the NDSB Board. Input was provided by City Attorney Drake throughout the discussion. Mayor Palmer stated he would support any member of the City Council being appointed to the position. Councilmembers Lisonbee and Peterson both expressed their desire to be appointed as the City's representative, while Councilmember Gailey noted he felt it would be more appropriate to appoint a member with four years left in their term of office in order for their term on the NDSB Board to be concurrent with their term as a Councilmember. At the conclusion of the discussion, which included heavy debate regarding the position, the Council concluded to determine the appointee to the NDSB Board during the business meeting scheduled for 7:00 p.m.

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**Review agenda item 12, Proposed Resolution amending the Syracuse City Consolidated Fee Schedule**

A memo from Finance Director Steve Marshall explained staff periodically reviews and recommends changes to the consolidated fee schedule. I am recommending the following changes outlined in red in Exhibit A. Most changes are minor with the exception of the parks, trails, and recreation impact fee update. If you remember, the council approved in November 2013 by ordinance the parks, trails, and recreation impact fee analysis and also the parks, trails, and recreation impact fee facilities plan. By law, there was a 90 day waiting period before the fee could be enacted. The 90 day waiting period expired on February 10, 2014. Therefore, I have included this change in the consolidated fee schedule. This fee is consistent with the recommended fee in the impact fee analysis plan that was adopted.

Mr. Marshall reviewed his staff memo.

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Council discussion regarding the proposed changes to the fee schedule began; there was a brief focus on the implementation of impact fees and how the City's impact fees compare to fees charged by other entities or by Syracuse City in the past. Councilmember Lisonbee expressed her concern that the fee may discourage development in the City. It was necessary to end the discussion in order for the Council to adjourn and convene in their business meeting; the consensus was to continue discussion regarding the item during the business meeting.

**Review agenda item 13, Proposed Resolution to amend Syracuse City Engineering Standards.**

A staff memo from Public Works Director Whiteley explained in keeping with the good practice to maintain current engineering standards, we have carefully reviewed our current standards and are recommending a few updates, as summarized.

**Roads**

1. Standard cross sections and utility locations have been updated.
2. High Density Mineral Bond Seal is the new seal coat standard. Slurry seal is no longer an acceptable form of surface treatment.
3. All sidewalks shall be 6" thick where a site plan is not provided.
4. To meet the minimum International Fire Code Standard, the cul-de-sac radius has been increased from 40 feet to 50 feet to TBC.
5. ADA Ramp detail has been updated to meet current ADA standards.
6. Updated moratorium on roads to match current ordinance.
7. Street Light updated to include induction. A new drawing sheet was added.

**Culinary Water**

1. Restrained joints are required on all fittings and hydrants.
2. All fire hydrants shall have a Copperhead Industries, LLC Snake Pit 14" Magnetized Tracer Box with blue cast iron top (CHLD14B) installed a minimum of 12" from the front of each fire hydrant. The top of the tracer box shall match the top back of curb elevation. Tracer wire shall be run from the main with the fire hydrant lead and connected to the Test Station.
3. Valve stem risers are required on all culinary valves.
4. All culinary water line 12" and smaller in diameter shall be a minimum of DR-14 C-900.

**Secondary Water**

1. All secondary water line 12" and smaller in diameter shall be a minimum of DR-14 C-900.
2. Restrained joints are required on all fittings and hydrants.
3. Copperhead Industries, LLC Snake Pit 14" Magnetized Tracer Box with purple cast iron top (CHLD14P) shall be installed at the nearest secondary service to each fire hydrant. The top of the tracer box shall match

the top back of curb elevation. Tracer wire shall be run from the main with the service and connected to the Test Station.

**Sewer & Land Drain**

1. Clarified all sewer manholes shall be vented and stamped “Sewer”.
2. Clarified all land drain manholes shall be non-vented and be stamped “Land Drain.”

The memo concluded detailed discussion regarding the proposed changes can take place during the February 11, 2014 work session meeting. An enacting resolution will be drafted for consideration during the February 11, 2014 business meeting.

There was not sufficient time to discuss this issue during the work session meeting.

**Review agenda item 14, Proposed Resolution regarding Wastewater Planning Program.**

A memo from Public Works Director Whiteley explained the Utah Department of Environmental Quality, Division of Water Quality has established the Utah Sanitary Sewer Management Program for the purpose of monitoring wastewater facilities throughout the State. In order to meet the reporting requirements of the Utah Sanitary Sewer Program the Division of Water Quality has implemented the Municipal Wastewater Planning Program which enables the State, with the help of municipalities, to identify and solve potential problems before they become serious and costly. As a participating member of the Municipal Wastewater Planning Program, the State requests that the City submit an annual Municipal Wastewater Planning Program Self-Assessment Report. In addition to helping to identify potential problems before they become serious and costly, completing the self-assessment forms offer three additional benefits to the City.

1. The self-assessment forms meet the reporting requirements of the mandatory Utah Sanitary Sewer Management Program.
2. Submitting the self-assessment gives the City points on the Utah Wastewater Project Priority List/System which is used to allocate funds under various grant and loan programs.
3. Certified wastewater operators who complete the forms will be given operational continuing educational units for each form returned.

Staff recommends the Council adopt the proposed resolution indicating that the City Council has reviewed the assessment and will establish a process for submitting annual reports in the future to the Division of Water Quality.

There was not sufficient time to discuss this issue during the work session meeting.

**Council business**

There was no Council business

The meeting adjourned at 6:55 p.m.

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Terry Palmer  
Mayor

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Cassie Z. Brown, CMC  
City Recorder

Date approved: March 11, 2014