

River Heights City Council
Minutes of the Meeting
September 23, 2014

Present were: Mayor James Brackner
Council members: Doug Clausen
Richard Okelberry
Dixie Wilson
Blake Wright
Recorder Sheila Lind
Public Works Director Clayton Nelson
Finance Director Clifford Grover

Excused Councilmember Geoff Smith

Others Present: Gayle Brackner, David Simmons

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to “adopt the minutes of the September 9, 2014 Council Meeting, Executive Meeting and the evening’s agenda.” Councilmember Okelberry seconded the motion, which passed with Clausen, Okelberry, Wilson and Wright in favor. No one opposed. Smith was absent.

Motion #2

Councilmember Clausen moved to “pay the bills as listed, including a bill to Tech Electric in the amount of \$5,100.” Councilmember Okelberry seconded the motion, which passed with Clausen, Okelberry, and Wright in favor. Wilson opposed. Smith was absent.

Motion #3

Councilmember Clausen moved to “adopt Resolution 8-2014, A Resolution to Update Fees.” Councilmember Wright seconded the motion, which carried with Clausen, Okelberry, Wilson and Wright in favor. No one opposed. Smith was absent.

Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, September 23, 2014.

Opening Remarks and Pledge of Allegiance: Mayor Brackner opened the meeting with a question. He pointed out the city is mostly beautiful, but there are a few properties that need to be cleaned up better. He asked for ideas. Councilmember Wilson suggested charging a large fine.

47 Councilmember Clausen reported that St George City ended up in a lawsuit over a similar issue
48 because they went on private property. Councilmember Clausen led the group in the Pledge of
49 Allegiance.

50 Adoption of Previous Minutes and Agenda: Minutes of the September 9, 2014 Council Meeting
51 and Executive Meetings, were reviewed.

52 **Councilmember Clausen moved to “adopt the minutes of the September 9, 2014 Council
53 Meeting, Executive Meeting and the evening’s agenda.” Councilmember Okelberry seconded
54 the motion, which passed with Clausen, Okelberry, Wilson and Wright in favor. No one
55 opposed. Smith was absent.**

56 Pay Bills: The bills were presented and discussed. Mayor Brackner asked for approval for an
57 additional bill to Tech Electric in the amount of \$5,100 for the installation of the 3 new LED lights in
58 the park. This includes all the adjustments, etc. PWD Nelson remembers this was already approved as
59 a PO at a slightly higher amount. He is under the impression that RMP will pitch in on some of the
60 expense so the cost is less than before. Councilmember Wilson felt it was very costly.

61 **Councilmember Clausen moved to “pay the bills as listed, including a bill to Tech Electric
62 in the amount of \$5,100.” Councilmember Okelberry seconded the motion, which passed with
63 Clausen, Okelberry, and Wright in favor. Wilson opposed. Smith was absent.**

64 Finance Director Report: FD Grover didn’t have a report.

65 Purchase Requisition Requests: Mayor Brackner reiterated that the approved Tech Electric bill
66 will be written up as a purchase requisition in the amount of \$5,100.

67 Public Works Report and Discussion: PWD Nelson reported on the following:

- 68 • The 400 South road project is going well and is running on time. He and the engineer feel
69 everything is going well. Some of the residents are struggling with the mess of it. He guesses
70 they’ll like it when it’s all finished.
- 71 • The larger LED lights are installed in the park. Tech Electric has measured the light to make
72 sure it isn’t polluting other areas and has found it to be acceptable. They automatically dim at
73 10:00 p.m.
- 74 • He discussed a couple dead trees along 700 South on the corner of 400 East. The bid for
75 having them removed came in at \$950. Discussion was held on if the city should pay this
76 expense or the homeowners. Councilmember Wright said the ordinance states homeowners are
77 responsible for landscaping and maintenance to their property and the area adjacent. Mr.
78 Nelson isn’t sure the one tree is going to last through the winter without falling. Once a tree
79 falls in the road it becomes the city’s problem and expense. Mr. Nelson will work with
80 Recorder Lind to draft a letter to the property owner explaining they are responsible for their
81 trees which are causing a risk.

82 Administrative Report: Recorder Lind reported on a League meeting she attended last week in
83 Salt Lake. She went to a class on electronic communication. It was reiterated how important it is that
84 each employee and official have a city email address, separate from their personal email. She also
85 went to classes on sexual harassment, election laws, open and public meetings and GRAMA. Each
86 was very informative. She will attend the UMCA yearly conference this week from Wednesday to
87 Friday.

88 Public Comment: There was none.

89 Discuss Docuware – Paperless Storage and Retrieval System: Councilmember Okelberry has
90 reviewed a Docuware presentation. He feels, because the city already has Microsoft 365, which is
91 very similar, they could save the expense of Docuware, which is much more powerful than a city the
92 size of River Heights needs. He had some questions for Dave Simmons of Les Olsen Company, which

93 were answered. It was determined that the Neatdesk scanner the city recently purchased can be used
94 with Docuware. Mr. Okelberry is concerned that this type of system is not the way businesses are
95 going. He said the university is moving to OneDrive. He asked if there could be offsite storage with
96 Docuware in the future. Mr. Simmons said cloud base storage can always be utilized. It was
97 determined that if the city used Docuware for a year and decided they didn't like it for some reason,
98 the files could be easily converted to another system. They also have an app that will bring files in to
99 Docuware from another system. Mr. Simmons assured their system is built to work with whatever the
100 city wants to do. Mr. Okelberry asked FD Grover if he would trust data being scanned in, compared to
101 a hard invoice. Mr. Grover said he would trust it.

102 Councilmember Clausen asked Councilmember Okelberry if he was going to vote in favor of
103 the city purchasing Docuware. Mr. Okelberry said probably not because he thinks it is overkill and is
104 a dinosaur system. FD Grover explained, the city needs a system that is standardized and easy for
105 people to learn and use. We also want control over who has access to the different areas to retain
106 confidentiality. Mr. Grover feels Docuware covers these areas. He agrees that part of the cost is for
107 convenience, which he feels is worth it.

108 Dave Simmons suggested Councilmember Okelberry have a conversation with the technical
109 guys in his company who can answer his technical questions.

110 Mr. Okelberry reiterated that River Heights doesn't need all that Docuware has to offer. PWD
111 Nelson hasn't been impressed with all the emails Office 365 sends telling it's time to update, resubmit
112 a credit card number, etc.

113 Mayor Brackner suggested Councilmember Okelberry and Councilmember Smith meet with
114 the Les Olson Docuware guys.

115 Dave Simmons said Docuware has been around for 30 years and will continue to be around.

116 Adopt a Resolution to Update Fees: Mayor Brackner explained the one new fee for 'shut off
117 notice delivery' in the amount of \$20.

118 **Councilmember Clausen moved to "adopt Resolution 8-2014, A Resolution to Update
119 Fees." Councilmember Wright seconded the motion, which carried with Clausen, Okelberry,
120 Wilson and Wright in favor. No one opposed. Smith was absent.**

121 Discuss Rocky Mountain Power Assessment for River Heights to Purchase Street Lights:
122 Councilmember Clausen handed out street lighting information. He reminded that they previously
123 discussed having Rocky Mountain Power sell their power poles to River Heights. The city could buy
124 them and hire a company to maintain them. The city could also choose to replace them with LED
125 lights. He asked for the council's permission to have RMP do an assessment of the city poles, at a cost
126 of up to \$2,500.

127 PWD Nelson would like to inventory how many city poles have power and how many are just
128 lights. He'd also like to compare the number of poles RMP says River Heights has (George Humbert
129 has sent him an email with this information) with his own findings before they pay to have the
130 assessment done. Upon doing this, he hopes to find out if River Heights is being charged correctly for
131 what they have.

132 Mayor Brackner suggested PWD Nelson's findings should come before the decision to pay
133 RMP for the assessment. Councilmember Clausen agreed and suggested this be on the agenda for
134 discussion again in one month.

135 Discuss Business Fees: Councilmember Clausen said past mayor Bill Baker suggested the city
136 should consider increasing property tax on businesses. Mayor Brackner will check with the County to
137 see who sets these rates. He will also look at Logan's structure for charging business license fees. He
138 will report at the next meeting.

139 Mayor and Council Reports: Councilmember Wright has been working on the code updates.
140 Councilmember Wilson brought up some good reading in the Powers and Duties book.
141 Councilmember Clausen stated the Logan City sewer system discussions are stalled for now.
142 He reported on the League meetings he attended. There was a lot of discussion about bike trails.
143 Many cities are struggling with not enough money to fix roads. He heard the importance for cities to
144 plan their budgets out a few years so they don't run out of money. He reported on a Logan meeting he
145 attended where they discussed walking and bike trails. Logan is putting together a long term plan they
146 hope their council will adopt.

147 Councilmember Okelberry discussed a few more items about the electronic storage system.

148 Mayor Brackner reminded he is planning on a January budget workshop. He handed out a draft
149 list of capital projects. He asked the council to add their ideas to the list.

150 Mayor Brackner reported that Tony Johnson was sent a letter asking him to clean up his old gas
151 station property on 600 South 400 East. He didn't respond by the deadline so he was sent a second
152 letter. The second deadline has also passed. A few of the vehicles have been moved, but there is still
153 quite a bit of junk left. Mr. Johnson is trying to set up a meeting with Mayor Brackner to talk about
154 this issue, as well as some ideas about the use of the old church. Councilmember Wright explained
155 that when he and Councilmember Wilson toured the old church, at the time the school was going to
156 sell the property, they overheard some ideas for the building by certain individuals. Mr. Wright and
157 Ms. Wilson both decided it was in the best interest of the city for the city to have possession of the
158 building (which is what ended up happening). Mayor Brackner assured he would listen to Mr.
159 Johnson's proposal, but not make any promises in behalf of the city.

160 The meeting adjourned at 7:50 p.m.

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165 Sheila Lind, Recorder

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166 James Brackner, Mayor