

City of Green River

460 East Main Street, Green River, Utah

City Council Minutes
Special Meeting
Monday, June 11, 2012

ATTENDING: Mayor Pat Brady, Council Members Kathy Ryan, Penney Riches, Philip Engleman and Gary Riches; Employees Conae Black

ABSENT: Kent Johnson

CONDUCTING: Mayor Pat Brady, the meeting began at 6:12 p.m.

ORDER OF BUSINESS:

1. Budget Work Session.

Penney Riches asked about the negative number showing on the budget worksheets for the Balance – Beginning of Year. Conae Black said it looks like a negative but she thought that Pelorus, the company who developed the governmental computer software system, had changed all negatives to a positive. Gary Riches said Fire Chief Howard Burnett would like to look at how much it would cost to build a shed. Penney Riches had some concerns about the sprinkling system at the museum. She doesn't feel that they are working properly and would like to make some changes to the sprinkling system. Mayor Brady said the Council would like to hire an employee who would serve as Deputy Recorder and Code Enforcement Officer. Mayor Brady asked how much budget money was suggested. Conae Black said \$15 an hour full time for a Code Enforcement officer and \$12 an hour full time for a Deputy Recorder. She also included other expenses such as a phone, computer and desk for this position. Mayor Brady said he cannot see hiring a new employee for more than what the lowest paid public works crew member is getting paid. Penney Riches asked about city crew members taking on animal control duties. Gary Riches explained that Roy Pfander has some training on animal control but no longer wants to take on that responsibility. Gary Riches felt the code enforcement would only be a part time position. There was some discussion on how best to post for an animal control officer. Should this position be part time, on call or paid by the animal? Conae Black said it worked out well when the previous animal control officer called into the city office when he went out on a call and then called in when he came back from that call even though the office is not open all day every day the phone lines are and he would leave a message. Gary Riches felt that it would not be a full time position for an animal control officer. Conae Black said with the system that she just explained this person could be paid by the animal. Philip Engleman felt if the animal control officer called in at the beginning and end of his call that would make him/her more accountable and being paid by the animal could work. He said this person could take a photo of the animal for documentation. Gary Riches said that should be happening any way according to our code. Mayor Brady said other communities in Emery County pay their animal control officer by the animal. If this person does not document correctly then they shouldn't get paid for that animal. Conae Black said that is an awful lot of training for one person to be a code enforcement officer and an animal control officer. Penney Riches said a deputy recorder could help with writing grants. Mayor Brady felt that the code enforcement officer could also do animal control and possibly become part of the crew to make that position full time. The discussion led to the needs at the airport. Mayor Brady said the new requirement for the airport is if it has fuel tanks then there needs to be an operator with an AB operator license. This requires some classes and testing. He wants to find out if the tanks are decommissioned would that requirement still be necessary. Mayor Brady asked if any pay increases had been put in the working budget. Conae Black said no. Philip Engleman brought up the step and grade system. Conae Black asked Gary Riches and Kathy Ryan if the State still uses the step and grade system. They both said no. Philip Engleman said that is all he knows. The federal government has been using that for years. Penney Riches was not sure if she liked the step and grade system. Philip Engleman said dedicated long serving employees should be compensated for in their wages. Penney Riches asked how many employees the city has that just coast through. Gary Riches said coasting happens in any industry. Penney Riches said when she has an employee that doesn't do anything she does not give them a raise. If they work really hard during the year and help make

the business make money then they get a raise. She would like to implement employee evaluations. Conae Black said she is hearing Philip Engleman wanting to implement the step and grade system and Penney Riches wanting to give raises on the employee's merits. Philip Engleman said with the step and grade system an employee is judged on their merits also. He has to have a good evaluation in order to get his step raise. Penney Riches said again that she would like to evaluate the employees. Gary Riches said if the employee is meeting the standard job requirements then they still need to look at how much of a raise they will be getting. Philip Engleman said with the step system that is automatically determined. Philip Engleman explained that a grade is determined by an employee's experience and qualifications and what they were hired at. Kathy Ryan explained how evaluations work at the UDOT shed. Mayor Brady asked Kathy Ryan to bring an example of her evaluation form. Gary Riches said he would like to see employees evaluated on their off duty actions also. Penney Riches asked Philip Engleman if the federal government, who is his employer, paid all of his insurance premiums. Philip Engleman said he pays for some of the premiums. He reminded the other Council Members that the city pays for 100% of the employee's insurance premiums. The discussion led back to how the Council would like to hire the new employee positions. Mayor Brady felt that the first decision they need to make is if they would like to hire two full time employees. He felt the office could use some help. Philip Engleman would like to terminate the grounds maintenance contract and hire an employee to take care of all of the grounds which would include maintaining the sprinklers, take care of the ball fields, help out city crew where needed and be animal control officer. Mayor Brady wondered if this same person could also be the code enforcement officer. Philip Engleman felt that a person who would be interested in code enforcement would not do the other duties. The budget amount for the discussed new employee was brought up. The current grounds maintenance contract is for \$20,000 but a new employee would cost more than that due to the cost of employment. Both Philip Engleman and Gary Riches felt the deputy recorder and code enforcement officer could be put together to make one full time position. Penney Riches questioned the city crew members work load. She suggested better organization and management of their time. After some more discussion on the creation of new employees it was decided to budget for a full time deputy recorder/code enforcement officer with all benefits for \$12.00 an hour. The second position would also be full time crew member with benefits whose responsibility would be all grounds maintenance, cleaning the park restrooms, weed control, crossing guard and other duties as assigned at \$10.00 an hour. For this second position there was concern that there was not enough work for another city crew member and during the winter there would not be enough work for all five public works employees. Philip Engleman felt this second position should be full time but subject to furlough during the winter. Penney Riches asked if insurance benefits should be provided while on furlough. Philip Engleman said there should not be any insurance benefits or any other benefit provided by the city during the furlough time. There was some discussion on vacation and sick leave benefits. Mayor Brady said for clarification on the budget felt the final decision on the second newly hired city employee it would be full time, subject to furlough during the winter, at \$10 an hour. Again the first position would be full time deputy recorder/code enforcement officer with all benefits for \$12.00 an hour. There will be a lot of training for this position which the city pays for. Penney Riches felt that if a newly hired employee attends trainings and then quits after a short period of time of employment that person should pay the city back all training expenses. Gary Riches agreed with that and said that was a policy of the State of Utah. It was agreed that some policy should be in place. Conae Black said looking at the potential future for Green River and the growth that we may have the city will need a full time deputy recorder and a full time code enforcement officer and the city will be paying for training on one person for the two jobs. Gary Riches suggested the hire rate should be \$11.50 an hour for the deputy recorder/code enforcement officer to begin with and then look at the progress after the probation period for a possible pay increase. Penney Riches felt that due to the nature of the work for a code enforcement officer it should be a higher paying job than a newly hired public works crew member. Philip Engleman felt the newly hired wage should be \$12.00 an hour and after some of the training is complete then the wage could increase. Mayor Brady felt the wage should be left at \$12.00 an hour. Conae Black said all wage increases need to be disclosed at the public hearing and so should all city donations including museum gift shop donations.

Penney Riches said the Museum nonprofit organization is asking for \$9,000. Conae Black asked what they are going to use the funds for. Penney Riches said part of it is to finish up

the dinosaur exhibit and some for fossil point. Philip Engleman made a phone call to find out how much money it would cost to put in some gates at the city shop and was told 2 to 3 thousand dollars.

Mayor Brady said that even though Kent Johnson could not be here he is requesting a \$25,000 increase in the Parks and Recreation department. This money will be used for a new fence around the tennis court at the O.K. Anderson Park. He also would like to move the electrical panels at the park. He would like to install some surveillance cameras. He wants to remove the large rocks at the ball park on Pirate Avenue. Mayor Brady said Kent Johnson did not break this down to estimated costs on each project. Philip Engleman would like to see the ball park lights upgraded.

Penney Riches brought up the Friends of the PACT budget request. Some community members do not feel the city should be funding anything for the Epicenter. Gary Riches said he has heard the same thing. Penney Riches said the people that she spoke with feel the city shouldn't be paying for the Epicenter's utility bills. Conae Black asked if these people have any idea what the Epicenter does for the city. Penney Riches said a lot of businesses do a lot for the city also and these businesses pay their utility bills. Conae Black said the Epicenter is a non-profit organization. Penney Riches felt they should come up with the funding for their own expenses. She said 50% of their income goes towards their wages. That is what they presented to the City Council. She said most businesses only pay out 13% towards wages. Conae Black said there is a difference between a business and a nonprofit organization. She said what was presented to the City Council was for all the PACT employees. There is only one paid employee at the Epicenter which is part time for management of the apartments. Penney Riches said if the Epicenter does so much for the city then why doesn't the city just hire an employee to do the things they are doing. Philip Engleman said the Epicenter does not charge the city for any of their services. Penney Riches said they asked for \$15,000 this year. Conae Black said that is to pay utility bills for the Community Center and the Epicenter buildings. The utilities being paid are power, phone, water and sewer. City Sanitation does not charge PACT for garbage services. Philip Engleman said most cities help out with community centers. Mayor Brady said any town that he has ever lived in there has been a community center but he does not know how they are operated. Penney Riches said all other community centers bring something into town that helps make money. Gary Riches said he is yet to see the museum make money. Penney Riches said the Epicenter is supposed to help out with small businesses but any time she has asked them for help they just tell her to look at a web site. She thought they were getting a lot of government handouts. Conae Black said most of the funding that is received by PACT is private funds. Penney Riches wants to know which one of our Senior Citizens was starving before the community center started taking free meals to them. It is a good service but it is something that does have to be done in Green River. Mayor Brady said the senior citizens center no longer delivers meals. Penney Riches said the senior citizens charged for the meal. Conae Black said one reason for not charging is the community center gets free food from Utah Food Bank and it would be wrong to charge for that. Penney Riches asked if there was a need for the food bank. Conae Black suggested she visit the community center. Penney Riches said as soon as the food bank came into town she felt it at her doors. Conae Black said there are people in town that really need this assistance. She feels that the only people the Epicenter help are those that can get government assistance. Mayor Brady said what they are trying to accomplish is getting people out of poverty and into better living conditions. Some times that takes government help. He doesn't look at it as a hand out; he sees it as a hand up. Penney Riches said she knows of someone who got new windows in a trailer that is considered depilated. Mayor Brady asked if it helped with the heating bill. Penny Riches said she didn't know because he moved out of town. Philip Engleman said if we paid better wages then maybe this wouldn't be a problem. Conae Black said she didn't think that anything she said to Penney Riches would change how she felt about the community center or the Epicenter but wanted her to know that she disagrees with her. Conae Black said last year the city paid out \$13,431 to PACT for their utilities, the year before that they paid \$9,980 which is for part of the year. Mayor Brady said every year the city cuts back the amount given to PACT. The money is not given directly to them, they bring in the bills and the city pays the bills. He feels that PACT offers services to the community that the city would eventually have to offer if they were not available.

Penney Riches asked why the Solid Waste fund is showing a negative. Conae Black explained it was due to the bulk waste transfer station expenses. Penney Riches suggested

charging all the customers a fee on their bill to offset that expense. It was explained that is already being done. The council discussed raising that fee. It was also discussed looking into the city providing garbage services rather than contracting it out.

Gary Riches would like to look into a car port to put the old ambulance and fire truck under. Conae Black does not understand why the city owns those vehicles. Others definitely disagreed with her.

2. Adjourn. The meeting adjourned at 7:54 p.m.

Pat Brady, Mayor

Conae Black, City Recorder

Approved: _____