

**CITY OF GREEN RIVER
CITY COUNCIL WORKSHOP PROCEEDINGS
November 30, 2010**

The Governing Body of the City of Green River met in workshop session at 6:00 pm in the City Hall Council Chambers. Mayor Castillon called the meeting to order. The following Council Members were present: Pete Rust, Tom McCullough, Jim Boan, and Lisa Maes. The following were present representing the City: City Administrator Barry Cook, Director of Public Works Mike Nelson, Director of Finance Jeff Nieters, Director of Community Development Laura Hansen, Director of Human Resources Debbie Klein Robertson, Chief of Police John Love, Fire Chief/Emergency Services Mike Kennedy, Parks, Facility, and Project Manager Allan Wilson.

Council Members Elect Gene Smith, Gary Killpack, and Adam Coppolo were also present.

6th Penny Project and Programs

Mr. Cook received a memorandum from Freudenthal and Bonds, P.C. who is the bond counsel for the 6th Penny bonds that were passed in November of 2005. The total bond initiative is \$52,721,353 and this was divided up amongst the cities, the county, and the improvements of the Memorial Hospital of Sweetwater County.

The percent the City of Green River was going to be receiving is 24.02%. What the council will be considering tonight is the amount the city will be receiving back in bond payment and the excess held by the county treasurer that will be paid after January 1, 2011. The City of Green River will be receiving \$2,566,619.47. The excess amount is \$550,000. The two amounts total \$3,116,619.47.

There are restrictions on how these funds can be used. These funds can only be used for the same items the voters agreed on, which were Water, Sewer, Streets, and Bridge improvements within the community. Completion of any of the projects designated by the 6th Penny Tax does not make the money available to be used in any way the municipality might desire. Municipalities are restricted to use these funds for only what was authorized in the elections.

Mr. Cook reported the city has received the \$2,566,619.47 and will be receiving \$550,000 after January 1, 2011.

He said the city staff has recommended projects they would like to be considered for the use of the 6th Penny monies.

The Mayor asked for clarification on how we are getting the resources out of the bond money and what we are going to do with the monies.

Mr. Cook said city staff was asked if we can exchange out current local dollars out of the Capital Projects that have been utilized by the city i.e. the 5th Penny optional sales tax. Members of the governing body wanted to know if this can be done and if so, how much can be exchanged. The 5th Penny tax is a general purpose tax and not a special purpose tax.

Mr. Cook said the total amount that can be exchanged from the 5th Penny Tax is \$2,032,919.03. These funds come from three major Capital Projects: Spur Road Improvements, FMC Bridge Replacement Project, and the Southeast Water Expansion Project. These are the three items that can be used to exchange dollar for dollar.

Council Member Boan asked why there was a \$1 million difference in what can be exchanged.

Mr. Cook said it is the Southeast Water Expansion Project. This project is a Capital Improvement project and can be paid with the 6th Penny money.

Mr. Coppolo asked for clarification on why the Green River Water Crossing Project and the Southeast Storm Drain Project were not included.

Mr. Nieters said the projects were not included in the calculations because the city has done streets, sidewalk, curb, water, and sewer projects so, these two did not fit in the scheme of things compared to the projects the city has done before.

Mr. Coppolo asked why these could not be added since they were a water and sewer project.

Council Member Rust said Mr. Coppolo has a valid point since these projects are over \$1 million.

Mr. Cook said it would be another \$500,000 for both projects.

The Mayor asked if the water crossing was funded through the state.

Mr. Cook said yes, the city asked the state for an emergency grant to complete the Green River Water Crossing Project.

Mr. Nieters said the numbers you see on the report in the 5th penny column is money that can potentially be exchanged. The Green River Water Crossing Project total is \$673,552 with the grant included and only \$233,225 could be considered as 5th penny money that could be added. The Southeast Storm Drain Project total is \$189,623 and all of it is 5th penny money and could be added.

Council Member Boan stated if the city added those two in, then it would add more funds that could be exchanged and spent as they wished.

Mr. Cook said there would only be \$3.1 million. This would not add more to your grand total.

Council Member Rust asked for the total.

Mr. Nieters said the total would be around \$2.5 million.

Council Member McCullough said they have \$3.1 million right now with \$2 million used and \$1 million for the Water Project. If they choose, they could put \$500,000 towards the water project and have \$500,000 left but they would still have only \$3.1 million to use.

Council Member Boan said they should try to exchange as much money as they can. If the money goes into the General Fund then they can spend it how they choose.

Mr. Nieters said another reason he did not include those two projects was he spoke to Barbara Bonds and she thought they were on the bubble.

Council Member Rust asked who makes the decision on what can be used and what cannot be used.

Mr. Nieters said he feels the decision would be the voters.

The Mayor said to move forward and include the two projects into the total.

Council Member Boan clarified that if for some reason these two projects do not fall into the improvement project then the city can just put the money right back into where they came from.

Mr. Nieters said the money can be moved back, but the problem is, keeping track of it and making sure the money is used for what it was supposed to be used for.

Mr. Cook said he thinks the opinion of Barbara Bonds is all the money should be used for infrastructure projects because that is what was told to the voters. The other extreme is to say we want the greatest latitude possible to exchange out as many dollars as we can and use that money for something that is not infrastructure. In his opinion the city should stay somewhere in the middle, but it is the opinion of Barbara Bonds to stay within the area of which the voters agreed.

Council Member McCullough says he thinks the bottom line is the city has \$3.1 million no matter how they look at it.

The Mayor said this is why he asked Mr. Cook to explain everything. He wants to know if they can exchange these funds and if the council feels comfortable doing so.

Council Members Boan and McCullough feel that these fall under infrastructure, and they should exchange as much money as they can, and worry about how to spend it later. Council Member Boan said as long as they stay within the guidelines when they spend it they should be fine.

Mr. Cook said that is true, it is up to the council. The stipend for full and part time employees, energy grant, police vehicles, software, Fire Department vehicles, and the Parks and Recreation vehicles are not infrastructure. The council would have to come up with dollars to exchange out in order to do any of these.

Council Member McCullough said they have \$2.5 million that can be exchanged out.

Mr. Cook said the bottom line is there is \$3.1 million total. The key is how the council chooses to spend the money.

Council Member McCullough said Mr. Cook gave his recommendations for the stipend, energy grant, Southeast Water Expansion project at \$500,000, the public safety vehicles \$400,000, accounting software \$650,000, and the Parks and Recreation vehicles \$100,000. The total for all of these is \$1,125,000. As you look at the Southeast Water Project was \$1,000,000 but is now \$500,000 with \$500,000 going to the Risk Management Fund.

Mr. Cook said he would have staff come forward with their recommendation of the projects they would like to have funded.

Employee Stipend

Council Member Boan asked if both the bonus and the stipend were being considered.

Mrs. Robertson said the city employees are incredibly valuable resource to the City. Without the employees, the daily services that our citizens have come to expect would not be provided. Without the employees, the projects the Governing Body wishes to do would not be planned or implemented.

These economic times have impacted all City employees. Annual wage increases were eliminated for all employees. For full time employees uniform allowance was reduced and insurance options were expanded to make up for the increased cost of the old plan. A hiring freeze was instituted. Part time hours were reduced, assets were eliminated, and all employees were required to do more work with fewer resources.

These stipends will show the City's appreciation for the employees' hard work and devotion to the City and for the sacrifices they have made during these depressed economic times.

A stipend is a onetime payment of money that does not affect the base pay of an employee. The only increase to the budget will be the amount for the one time payments.

Council Member Boan asked if this was two payments of money being made.

Mrs. Robertson said no it is a onetime payment.

Council Member Boan asked if the longevity was still going to be paid out.

Mrs. Robertson said it is not staff's recommendation but is one of the options. The longevity pay provision that is in the budget was already distributed this month to full time employees.

Mr. Cook said the longevity stipend is \$25 for each year for up to \$500 per year for full time employees and was budgeted in salaries for the current year.

Council Member Boan asked what the total was for this.

Mr. Cook said around \$32,000.

Mrs. Robertson mentioned the following proposals:

Original proposal:

<u>Stipend</u>	<u>Group</u>	<u>Cost</u>	<u>Combined Total</u>
\$1,500	Full Time (124)	\$186,000	\$274,000
\$500	Part Time (176)	\$88,000	

Option 1:

<u>Stipend</u>	<u>Group</u>	<u>Cost</u>	<u>Combined Total</u>
\$1,500	Full Time (124)	\$186,000	\$200,750
\$500	Part Time (15)	\$7,500	
\$250	Part Time (29)	\$7,250	

Option 2:

<u>Stipend</u>	<u>Group</u>	<u>Cost</u>	<u>Combined Total</u>
\$1,250	Full Time (124)	\$155,000	\$169,750
\$500	Part Time (15)	\$7,500	
\$250	Part Time (29)	\$7,250	

Council Member Boan asked how they came to the amount of \$1,500.

Mrs. Robertson said they thought it should be a significant amount so they looked at what other entities were doing and thought this was a fair amount.

Council Member Boan asked how many other cities and towns are giving this out.

Mr. Cook said they do not know but several are considering it. The County just recently did a stipend for \$1,000.

Council Member Maes said she has a problem with going off the hours for part time. The raises are given to part time and full time employees. She does not base the importance of someone on the amount hours they might work but the fact that they work, and they are just as important. She would like to go with the very first option that includes everyone.

Council Member McCullough said this is not a raise, this is a onetime thing. He would not go with the very first option because it would be over \$200,000. He has always thought that full time people are more important. Part time people want to stay part time because they do not want to commit to the work. Part time people sometimes do not do nearly the amount of the work as full time people do. He said substitute teachers are a good example. The substitute teachers do not get what the full time teacher does. Yes, they are important but not as important as a full time person.

Council Member Maes said the part time employees are not getting the amount that the full time people are getting. If we give all of the part time people \$250 and the full time people \$1,250. This would keep it under \$200,000 level.

Council Member McCullough asked what the total amount would be if they do this.

Council Member Boan said the total would be around \$196,000.

Council Member Elect Gene Smith agrees with Council Member Maes when she says everyone should get something but he does not agree with all of part time people getting the same amount. He feels the person that works more hours should get more recognition than the person who only works a small amount of time.

He has a suggestion, if you take full time people to \$1400 and 15 part time people to \$500, 29 part time people to \$250, and 111 part time people to \$100. The total would be \$199,450.

Council Member McCullough said he has no problem with that.

Council Member Rust asked if there were any part time people present to speak on this.

Council Member Maes said the part time people are probably not aware of the tiers. She asked Mrs. Robertson if she had talked to any part time employees about this.

Mrs. Robertson said she had not talked to any part time staff.

Council Member Maes said all she was trying to say was if you look at some of the part time staff they are critical to the city. This should not be based on the amount of hours.

Council Member McCullough said the other thing he would like to ask council about is to move this to the December 7, 2010 agenda so it can be voted on. The other topics are going to have to wait until the money is there.

Council Member Elect Gene Smith said he was not putting an amount on any person that reflects their importance, but he is looking at the amount the employee's would have received if raises would have been given and he is trying to keep within that amount.

Council Member Elect Adam Coppolo said it is unusual to see a stipend given to all employees. He comes from corporate America and they usually give it based on performance.

Council Member Rust said there are a lot of differences in corporate America and public America. He personally does not care if it goes over the \$200,000. He feels everyone should be considered and it should be based on the years of service. He also does not think that \$100 is enough to offer the part time staff, it should be more. He would like to see the figures on the raises. He does support option one if they add the 111 part time employees getting \$200 each so no one is left out.

Council Member McCullough said it is arbitrary but he feels if they give and give then it will never stop. He is comfortable in keeping the amount at \$200,000 and will not support it going over that.

Council Member Rust said he would not support it if it does not go over the \$200,000. This is why it needs to be brought up at the next meeting, this way there can be more information gathered.

The Mayor asked if they did go with the suggested amount that Council Member Rust suggested would it total \$211, 000.

Council Member Boan asked if it would be possible to include all the options brought up tonight on one piece of paper so they can be looked at with the math all done and then they could vote.

Mrs. Robertson said yes, she can do that.

Energy Efficient Grant

The Mayor asked Mr. Cook if they needed to talk about the Energy Efficient Grant.

Mr. Cook said there was a presentation for the Energy Grant done from Lime Energy so they could move forward with the Police vehicles. He asked council if they would like the grant to be added to the meeting agenda for December 7, 2010.

Council Member McCullough asked if the money was there for the energy grant.

Mr. Cook said the \$2.5 million was already wired to the city.

Southeast Water Expansion Project

Mr. Cook said unless there are questions on the Southeast Water Expansion Project they could skip over this also.

Police Department Vehicle Replacement

Chief Love said he has identified 7 vehicles that need to be replaced based on the city's criteria for mileage and age. In the process of replacing the vehicles over the last 3 years he has neglected the Investigative Division so they are also in need of vehicles.

He said when a vehicle is replaced they take that vehicle and put it into a pool. These pool cars are used by officers when one of the vehicles is being worked on. The vehicles that are purchased are under \$20,000. The equipment in the current vehicles can still be used so there will not be high equipment replacement cost.

Council Member Boan asked how the policy limit of 100,000 miles came up. He said most drive trains have a 100,000 mile warranty on them.

Chief Love said there was a fleet committee that decided the criteria. Regular cars in the fleet should have no more than 80,000 miles on them and the Police cars at 100,000 miles, and police SUVs' at 150,000 miles.

The Mayor asked if Mr. Nieters could tell the council the benefit of leasing the vehicles compared to buying them outright.

Mr. Nieters said there is a balance between them but if you lease all the vehicles then you are going to be paying finance charges and service fees. The issue they have with the Police cars is they have thirty police cars and they need to be turned over every 6 years. This means every year they need to replace 5 vehicles. Every year this would mean they have to do a new lease. At the beginning of the lease it is cheaper, until the end when you see the finance fees. At that point it might be better to purchase them outright and save in finance charges. There is a balance that will have to be found on what will work best for the city.

He has been speaking to an individual from Bank of the West who is informing him of the options.

He is looking into combining the replacement of the police vehicles and the fire department vehicles. The fire department is currently in need of some pumper trucks. These trucks run extremely high and it might be better to look into lease option for these trucks. Right now he is looking into this option and when council decides the amount they would consider giving, and then he could crunch numbers to come up with the best solution and possibly save money.

The Mayor asked about the cost that would be incurred if leased. So over five years they would replace 25 vehicles as far as police cars.

Mr. Nieters said he ran numbers to get an idea on what might happen if we leased the vehicles but these are estimates.

Council Member McCullough asked if there was a mileage limit on the lease vehicles and what would happen if they were in an accident.

Mr. Nieters said they would be leased to own, the vehicles would be the cities at the end of the lease. They would be covered under the city's insurance policy.

Council Member Boan asked if the pumpers that we are getting rid of have any value.

Mr. Nieters said no, they would not have any value because they are old.

Council Member McCullough asked Mr. Nieters what would be the best way to go.

Mr. Nieters said he was not sure yet.

Mr. Cook said this is why he recommended the council give a block of money (\$400,000) to replace the vehicles and then staff could come up with the best recommendation.

Fire Chief Kennedy said the 1988 E-One reserve pumper has 22 years of service and has numerous mechanical and electrical issues and needs to be replaced. The 1991 Pierce has 19 years of service and has numerous motor issues, lighting issues, alternator issues, along with air leaks and needs to be replaced. The 1983 American LaFrance with 27 years of service has a 1000 gallon water tank showing signs of rusting and needs to be replaced. This truck does not meet current NFPA Apparatus Manufacturer Safety standards because the trucks back is open where the firefighters ride to a fire.

The Mayor asked what \$500,000 would buy the Fire Department.

Fire Chief Kennedy said it would buy one pumper truck.

The Mayor said that public safety is very important and asked if they could cover multiple emergencies right now.

Fire Chief Kennedy said they could cover emergencies but it depends if everything is working.

The Mayor asked if they used the \$500,000 to get one pumper truck and then leased another one would that put the fire department in good shape.

Chief Kennedy said yes it would definitely help them.

The Mayor said that will be his recommendation to go ahead and purchase one pumper truck with the \$500,000 and lease another one. These trucks are old and need to be replaced it is public safety.

Council Member McCullough asked if the Mayor was going to take the \$500,000 extra money from the Southeast Water Expansion project and put it towards the Fire Department fleet.

The Mayor said yes. He feels this is very important and needs to be addressed right away.

Mr. Coppolo asked if the Fire department gets compensation from responding to calls on the interstate or other areas in Sweetwater County.

Fire Chief Kennedy so no. They have never asked for compensation. These calls provide training and real time experience for the fire fighters. Otherwise they would be just sitting around waiting for fires.

Council Member Boan said he did not realize that the fleet was so old. He would agree to put the \$500,000 towards new fleet.

Council Member Rust said with the need for vehicles within the Fire Department and the Police Department they could possibly receive better pricing with buying more at one time.

Council Member Maes said she did not realize the fleet was so old either. She is in agreement with the other members of council. She asked if Fire Chief Kennedy has come to the council for money on this before.

Fire Chief Kennedy said he had not because they did not start having problems until last year.

The Mayor commended the Fire Department and the volunteers.

Accounting Software

Mr. Nieters said in the summer of 2008 he met with the Purchasing Supervisor and the Accounting Supervisor and went over the accounting system. They realized the accounting software had been out grown. They decided to meet with the Human Resource Department and go over what is needed for everyone. They went over seven vendors and came up with three companies that offered the best options. The three companies were New World, MS Govern, and Tyler Tech. After going over all options with the three companies they decided to go with New World because they offered better software that would work best for a long period of time. The new software would integrate all of our systems. This would save time and money.

Council Member Boan asked how much more money will be added to the \$650,000 to train everyone on this software. He asked if this is going to meet the needs of the City for a long time.

Mr. Nieters said the training is included in the \$650,000. The software will help them for a number of years.

Council Member Maes asked about the intergrading of the Recreation Center software with the new one.

Mr. Nieters said they would probably keep the Recreation Center software separate.

Mr. Coppollo asked Mr. Nieters to run some numbers to show the return on investment.

Council Member McCullough said he thinks this software costs too much and he will not support this.

Council Member Rust asked what the total cost of Casselle, seven years ago.

Mr. Nieters said it was around \$100,000, but he is not sure.

Council Member Maes said she understands the intergraded systems. She is wondering what is going to happen when the current software is obsolete, and the city has to buy a new system, it could cost more. This software would make things a lot easier. She would agree to this.

Mr. Nieters said yes the \$650,000 is a lot of money but they did do research on which would be the best option for the least amount of money in the long run.

The Mayor said \$650,000 is cheap, because if you purchase a system at a lower cost, but it does not work with other systems you have to integrate the systems and that costs money. If you buy what is needed right away at a higher cost, then you save money.

He also asked if they could use the current hardware that the city has, or if they will have to buy more.

Mr. Nieters said the software company asked what kind of hardware we currently have so we would know if other is needed and he does not think they would have to purchase more.

Council Member Boan asked again about the hardware. He would like a definite yes; the hardware will work with the new software. He does not want staff coming back for more money for hardware.

Mr. Smith said he agrees that \$650,000 is a lot of money, but it is replacing several systems and putting them into one. He would like to see the cost savings report.

Parks and Recreation Vehicle Replacement

Mr. Wilson said the Parks Department is in need of 5 new vehicles. They get the hand me downs from other departments. The repairs that need to be done are becoming harder due to part availability. The vehicles that need to be replaced are: 1986 Dodge D-350 dump truck flat bed, 1994 Dodge Ram 150 pickup truck, 1991 Dodge Ram 150 Pickup truck, 1991 GMC crew cab 3500 pickup, and a 1994 Ford F-250 pickup truck.

Council Member Boan said the pictures show neglect and abuse. He understands that these trucks are handed down from other departments but they are involved in accidents and not cared for. His personal truck has over 100,000 miles on it and it looks better than these.

Mr. Wilson stated they need to remember the vehicles are not just driven by one person but many people. They have seasonal people that drive them.

Council Member Rust said unfortunately when you have a lot of people driving them; they may not have the same responsibility. The seasonal people are young kids and the vehicles will not get maintained very well. These vehicles need to be replaced no matter what.

Council Member Boan said he knows they need to be replaced but he is concerned about if they buy new ones what will they do with them.

Mr. Wilson said the new vehicles will go to full time staff. The vehicles that full time staff is driving will be handed down to the seasonal to drive. He said they will make do with any amount that will be given, it is up to council.

Council Member McCullough asked council what amount they would feel comfortable with.

The Mayor said there is a safety issue and some of these vehicles should not be driven on the roads.

Council Member Boan asked if they get the money for new vehicles will the old ones be taken out of service.

Mr. Wilson said they would get rid of the worst vehicle and keep some for different use.

Mr. Smith asked how many vehicles Parks and Recreation have and how many miles do they put on them every year.

Mr. Wilson said around 20 vehicles and it takes 10 to 15 years to put over 100,000 miles on them.

Council Member Maes said she has driven them and they are dangerous. She agrees to replace them.

Mr. Wilson said in the past they did receive better deals on vehicles when they asked for proposals on more than one.

The Mayor asked them to look into replacing five vehicles and what it might cost and then they can decide.

Council Members Suggestions for the 6th Penny Money

Council Member Boan said there is around \$525,000 left and he has three ideas for this money.

- Return the \$200,000 to the Risk Management Fund. He feels it is important to put the money back into this account to build it back up.
- Set aside \$200,000 for the new tourism committee. The new tourism committee will be having their first meeting on December 15, 2010 at 7:00 pm in the council chambers.
- Put \$100,000 toward improvements of the splash park. This could bring more people into the community along with generating revenue while they are here.

Council Member Rust agrees with the splash park improvements.

Mr. Coppolo asked about the bathrooms down there being open and the vandalism issues they were having.

Council Member Boan said they would only be open during the business hours of the splash park.

Mr. Wilson said the splash park hours are from 10:00 am to 8:00 pm. He feels the locker room/showering area needs to be staffed. He has seen issues without staff being present at all times.

Council Member Boan said these issues can be addressed when they come closer to planning out the improvements. He feels they would need one full time person to staff it. He would like to see the park become a large water area.

Mr. Wilson said they only have a license to have zero inches of water. They have regulations that have to be followed and these will change if upgrades are made. Right now the bathrooms are precast concrete, easily maintained, and if improvements are made then he would recommend the same for the locker room/shower area.

Council Member McCullough said he has no problem with giving \$100,000 to the splash park and the \$100,000 tourism committee.

Council Member Maes said the splash park is only open for 3 months out of the year. They need to consider a fake ice arena. This could be put in the Centennial Park and used throughout the winter with ice skating or hockey play. Everyone seems to plan for summer activities but this would cover winter also and bring more people to the downtown area. These are very low maintenance and have a 20 year warranty.

The Mayor would support the money going back into the Risk Management Fund and the splash park improvements. He knows signage is an ongoing issue and needs to be addressed. There is a branding study and he feels they should let Main Street move forward with what they have planned and support them.

Council Member McCullough clarified what needs to be put on the agenda for the council meeting on December 7, 2010: Stipend, Energy Grant, \$400,000 for Public Safety Vehicles, \$500,000 for Fire Department vehicle. Everything else would be delayed until they receive more information.

Mr. Wilson said it would help them if they had a set amount for the vehicles to move forward with.

Council Member McCullough asked council what they felt about the \$200,000. If everyone agreed they would have the Stipend, Energy Grant, \$200,000 for police vehicles, \$500,000 for the Fire Department vehicle, and \$200,000 for Parks and Recreation vehicles.

Council members agreed.

City Administrator's Report

Mr. Cook gave updates on the Utility storage building, Service Road Agreement, 16 inch water line project, Southside Utility improvement project, cost for the Utility department to relocate the items of the Utility building, the policy of snow removal.

He reminds council of the closing of City offices for half day on December 23 at 12:00 pm and all day on Friday December 24th, 2010.

Mayor and Council Reports

Council Members McCullough, Boan, and Maes had nothing to report.

Council Member Rust asked if they could post the snow removal policy on channel thirteen.

The Mayor said if it is ok with council, after the modifications on the agreement for the service road are completed he will sign it on behalf of the city, hand deliver it to the Mayor of Rock Springs for signature, and then to the County.

He is currently working on the agenda for the January retreat and will hopefully get it out later this month.

Mr. Coppola mentioned the Nutcracker Ballet will be celebrating their 25th anniversary this year and he asked if there could be a proclamation made on December 7th, 2010.

Adjournment

Council Member Rust moved to adjourn the meeting at 9:10 pm. Council Member Maes seconded. Motion carried. (5-0)

H. Castillon, Mayor

ATTEST:

Jeffrey V. Nieters, City Clerk