



118 Lion Blvd PO Box 187 Springdale UT 84767 \* 435-772-3434 \* fax 435-772-3952

**MINUTES OF THE SPRINGDALE TOWN COUNCIL SPECIAL MEETING ON  
MONDAY, JUNE 1, 2017 AT 2:00 P.M. AT SPRINGDALE TOWN HALL,  
118 LION BLVD., SPRINGDALE, UTAH.**

**MEMBERS PRESENT:** Mayor Stanley J. Smith, Councilmembers Mark Chambers, Adrian Player, Bill Weyher, Mike Alltucker

**ALSO PRESENT:** Town Manager Rick Wixom, and Town Clerk Darci Carlson recording.  
See attached sheet for citizens signed in.

Mayor Smith invited the Mayors from Virgin and Rockville, along with the Zion National Park Superintendent to the meeting. Mayor Bruce Densley and Mayor Tracy Dutson were in attendance and recognized by Mayor Smith.

**Approval of agenda: Motion by Mark Chambers to approve the agenda as posted, seconded by**

**Adrian Player:**

**Weyher: Aye**

**Chambers: Aye**

**Smith: Aye**

**Player: Aye**

**Alltucker: Aye**

**Motion passed unanimously.**

**Discussion/Information/Non-action Items**

**General discussion & announcements:** None were made.

**Discussion regarding Chief of Police job description, duties and responsibilities:** Mayor Smith began by stating the purpose of the meeting was to discuss the job description of the future police chief. Each Council member would have an opportunity to express their thoughts on what they would like to see. He also wanted the Mayors from Virgin and Rockville to provide their input.

- Mr. Wixom provided a draft of the job description (attachment #1). It is to be used as a guide.

Mr. Alltucker suggested they work through Mr. Wixom's draft as a template. He personally liked the changes. They addressed issues that had been out there for a while. Regarding shift scheduling, Mr. Alltucker didn't want to mandate a specific number of hours but rather make it a goal. This was especially important with vacation scheduling or seasonality fluctuations. The amount of time will need to be flexible. Mr. Alltucker wasn't sure of the process and if the Town would advertise the position or hire from within.

- Mr. Wixom stated there was no state law that directed the process, but many he spoke with recommended they post the position to get a broad response. The Town's policy manual also does not specify how they are to recruit for the position.

Mayor Smith said he was looking for the Council's expectations of the position. The newly hired police chief will also provide input and have a voice to refine. During the closed session meeting on Wednesday they can discuss if the Council wants to go outside or make an internal selection.

Mr. Chambers said all the recommendations are in the draft but wanted to add the new chief should be current on town, county and state regulations and provide enforcement of them.

- Mr. Weyher added the chief should also be sure his officers are aware as well.
- Mr. Alltucker wanted to include evaluate employees in accordance with Town policy on an annual basis.

Mayor Smith said the next police chief should patrol, but they can discuss the number of hours. The Town Council also wanted the police chief present at Town Council meetings. He asked if this should be mandated or as necessary.

- Mr. Chambers thought for a while attendance should be mandated until the new chief understands what is happening in Town.
- Mr. Player suggested the chief present at the beginning of the Town Council meeting similarly to what the Superintendent of the Park does.
- Mr. Weyher agreed and said this would be an opportunity for the public to receive an update from the police chief. It would also allow time for citizens to ask questions. He can be dismissed if there is nothing else on the agenda relevant to him.

Mayor Smith said the police chief works closely with the Town Manager on budgetary items. There was discussion if the new police chief should have more discretion regarding expenditures.

- Mr. Wixom indicated he works closely with each department on discretionary and non-discretionary budgetary items. He is comfortable with the current process as long as there is good participation from each department.
- Mr. Player confirmed the police chief decides what his department needs and can therefore control what is happening. Mr. Wixom agreed.

Councilman Chambers wanted to be sure the chief had a presence in the community. He recommended he visit each business at least once a year.

- Mr. Player said when this was discussed previously the purpose was not to only say 'hello' but to make suggestions on how businesses can better protect from crime. He emphasized the importance of executing a contract with expectations of what they want to have happen.
- Mayor Smith added it was important to have businesses aware if local crimes or robberies had taken place. The police chief should promote vigilance. His visits should build relationships. Mr. Alltucker agreed and said the purpose of these visits was twofold: public relations and prevention.
- Mayor Dutsen suggested a regular meeting designed to specifically help businesses. If business owners have requests of law enforcement they can be made at this time. Mayor Smith also suggested the police chief consider attending Visitor Bureau meetings.
- Mayor Densley said the chief should be required to go to Town Council meetings initially but ongoing it may not be the best use of his time. Mayor Smith agreed and said they don't want him to sit there and fulfill a requirement. In truth, the police chief is never really off duty. He does need to have a life and be away from the pressures of the job. It takes its toll.
- Mr. Chambers said vacation time was very important and needed to be scheduled for officer's physical and mental health. He wanted to be sure vacations are taken annually per the policies and procedures. Mr. Weyher agreed.

Mayor Densley wanted to be sure they do not micro-manage the chief's schedule and take away time to run his department. He reminded everyone they will be hiring an expert. It can be frustrating if his schedule is all planned out. He stressed flexibility and an opportunity for the chief to exercise his own discretion. Mayor Densley wanted clarity of who the chief is accountable to – is it the Mayor or the Town Council. He sees a plate of spaghetti and wanted to be sure the chief had time to do the chief's business.

- Mr. Chambers said with approximately 104 businesses in Town, this would only equate to two per week. This seemed doable and it was important for the chief to be visible in the community.
- Mr. Weyher said this responsibility could be shared with the other officers. It was good for people to know all the officers, not just the chief. Mayor Smith wants to see the chief be public and visible, but not require a specific number of hours doing so.
- Mayor Densley said when individual situations arise; it is good our officers know our people and vice versa.

In answer to Mayor Densley's question on accountability, Mr. Chambers said Mayor Smith is the CEO of Springdale and the chief of the police. He is the one that communicates. The Council should go through the Mayor to talk to the police chief. Ultimately it is both the Mayor and the Town Council who are legally responsible.

Mayor Smith wanted the chief to be the spokesperson with media outlets when issues concern his department. He is the Public Information Officer.

Mayor Densley said the chief's report on activities has been helpful to keep the public informed and provide peace of mind to the communities. Mayor Smith said this was also the intent of the monthly police articles that were in the Town newsletter.

- Mayor Smith said the Police Advisory Committee was a chance for the three local mayors to meet with the chief and communicate their concerns as one voice.

Responsibility to supervise the school crossing guards will remain. Mayor Smith said officers patrol the cross walk area when school is out to ensure the safety of the children. This would continue as a vital matter of public safety.

Mr. Weyher said annual training hours should be a minimum of 40 hours.

Mr. Chambers wanted to add oversight of GRAMA requests relating to police records.

Mayor Smith said it would be beneficial for the police chief to work with the fire chief on emergency preparedness and provide community safety information. The two need to have a good working relationship.

Mayor Densley asked if some tasks could be delegated to his officers. Mayor Smith answered 'absolutely'. The chief will be able to manage his staff as he sees best.

Mayor Dutson asked if the chief would coordinate special events security for public or private events. Mr. Wixom answered it would be both. He will be involved with traffic control and event security.

Mr. Alltucker wanted the chief to periodically review Town code sections on safety, determine if still compliant, and suggest amendments as needed.

Mr. Wixom spoke to several different departments regarding whether a bachelor's degree was a requirement for a chief's position. Cities up north are requiring, however few chiefs, sergeants or lieutenants in Washington County have them. It will be written as desirable, but not required. All agreed it was the experience that was most important; especially supervisory experience. The chief will need to be post certified.

Mayor Smith asked if they should require the chief live within a certain mileage range.

- Mr. Wixom said according to the vehicle policy, they must live within 25 miles of the service area in order to take vehicles home.
- Mayor Dutson didn't want to limit people outside the area but noted they are on-call 24/7 so distance should be comfortable.
- Mayor Smith noted we have interlocal agreements with the Park Service and officers close by so back-ups are available.
- Mr. Wixom said if they meet the vehicle policy and live within 25 miles of the service area, this would cover their ability to respond.

Mr. Alltucker said the ability to lift 10-20 pounds seems low. The chief may be in a situation where he needs to lift a person.

- Mayor Densley suggested they follow the physical requirements for post-certification. Mr. Wixom agreed to look into this.

Mayor Smith said he appreciates the Town's people coming to the meeting and he will give them a chance to speak. He expressed how he has enjoyed being Mayor of Springdale. It has been both rewarding and, at times, the biggest pain he has had to deal with. He said handling employees has taken an emotional toll. Talking to Chief Wright last Tuesday was tough. They have worked closely together for the last 30 years.

- Chief Wright has given his letter of resignation and permission for anyone to look at it. He has mandated the Town not throw a party and asks us to respect his wishes. He wants to leave his

position quietly and with dignity. Mayor Smith has promised him he will do all he can to ensure this happens.

- Mayor Smith said he did not ask for Chief Wright's resignation or threaten to fire him. The news came as a shock. People must understand thirty years is a long time and Chief Wright felt now is a good time for him to step aside. If individuals want to know more, they can talk to Chief Wright.
- Mayor Smith said he will continue to praise him and acknowledge all he has done for this Town. This Town loves Chief Wright and he is not going away. The way to honor him is through a card or simple expression of your appreciation.
- Mayor Smith said he will listen to suggestions people have about the job description, but would not discuss the ins and outs of Chief Wright's resignation.

Louise Excell spoke and thanked the Town Council for looking at the job description and taking it seriously.

- She assumed Springdale intends to continue pro-active community police involvement opposed to heavy-handed law enforcement. Therefore she said the term "Public Relations" is fraught with negative connotations and suggested they use "Community Relations" instead.
- To her, it also made a difference if law enforcement officers were close at hand and not a long distance away. She gave an example of how delayed response time negatively affected her business in the past.

Mayor Smith said there were instances where instead of calling 911, people called Chief Wright. He wants the new chief of police to have the respect, love and trust of the community so they feel comfortable reaching out to him.

A resident from Stone Mountain spoke and thanked the Town Council for their work. He understood it was a hard job and they serve in good days and bad. He suggested the Town provide a list of the top 10-20 federal, state and county laws most relevant to Springdale, animal cruelty being one. He echoed sentiments that more transparency and contact with the police and public is good. He agreed the chief should not be micro-managed. He also asked if a resident has a concern and approaches an officer, what the procedure for documenting this interaction is. Mayor Smith answered incidents or interactions are filed in a report. If it is a casual conversation there is no report filed.

Jack Archer spoke and recommended the chief be responsible to establish, maintain and update the department manual which provides guidelines to monitor officers. He felt there was some confusion between their expectations and the job description but thought it could be worked out. Mr. Archer also felt there should be a contractual agreement with the new chief.

Mayor Smith said Chief Wright has never had a contract. The new police chief will have one. Selection of a new police chief is a huge decision that shapes the communities of Springdale, Rockville and Virgin. It is not taken lightly and will take a lot of consideration and discussion. Mayor Smith is happy to talk to people and hear their input.

**Adjourn:**

**Motion to adjourn by Mark Chambers: seconded by Bill Weyher:**

**Weyher: Aye**

**Chambers: Aye**

**Smith: Aye**

**Player: Aye**

**Alltucker: Aye**

**Motion passed unanimously.**

  
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Darci Carlson, Town Clerk

APPROVED: \_\_\_\_\_



DATE: \_\_\_\_\_

7/8/15



TOWN OF SPRINGDALE

PO Box 187 118 Lion Blvd Springdale UT 84767

ATTENDANCE RECORD

Please sign

Meeting of Town Council on 6/11/15

If you'd like to be included on our great e-notice list, please give us your email address. That's the only reason you need to provide that

information. Your address will never be sold, though we may have to provide it as public information. If you have provided the information before, you don't need to add it again.

Diane Anderson  
name

email (not required)

Linda Brunkley  
name

email (not required)

Bonnie Jensen  
name

email (not required)

Mary Jane Taylor  
name

email (not required)

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