

## **Tropic Town Council Meeting**

Minutes of the Tropic Town Board Meeting  
Held April 16, 2015 at 6:00 p.m. in the Tropic Town Heritage Center

**PRESENT:** Mayor WaLon Brinkerhoff **BOARD MEMBERS:** Shilo Richards, Mike Burbidge, Jason Bybee and Travis LeFevre. Marie Niemann – Tropic Town Clerk & Sydney Syrett – Tropic Town Treasurer.

**OTHERS:** Gaia Greenhalgh, Brett Chynoweth, Bob Sudweeks, Dennis Pollock, Andy Branson, Emily Clark, Dallas Clark, Susan Garrard, Sean Garrard, Laura Pollock, Derrick Pollock, Stetson Pollock

**CALL TO ORDER:** Mayor WaLon Brinkerhoff

**PRAYER:** Gaia Greenhalgh

**PLEDGE:** Dallas Clark

**APPROVAL OF MINTUES:** A motion was made by Jason Bybee to approve the minutes of the Tropic Town Board Meeting held March 12, 2015. Second by Mike Burbidge. Motion carried.

**APPROVAL OF THE AGENDA:** A motion was made by Shilo Richards to approve the agenda. Second by Travis LeFevre. Motion carried.

---

### **THE COMMUNITY & PUBLIC COMMENT**

Business License: A business license application for a Beauty Salon was received from Emilee Clark. “Emiliee’s Beauty Boutique will be located at 141 North Main – adjacent building to Clarke’s Country Market previously known at Cowboy Collectibles. It was asked that Emilee contact Town Treasurer Sydney Syrett to review the State and Local tax fees associated with a business license. A motion was made by Travis LeFevre to approve a business license for Emilee Clark – Second by Jason Bybee. Motion carried.

Vacation Rentals: The recent burst of vacant homes being used as nightly vacation rental has caused some concern with neighbors; increased traffic, noise, nuisance, etc. Also, the Town’s zoning districts does not address this type of business. It was asked that all request need to go before the planning commission for review before coming before Town Board for approval. Stipulations will also be documented; notifying of neighbors, noise control, zoning, etc., and as with all businesses the inspection/health code, tax collections, etc.

### **FINANCIAL/WARRANTS**

A review of Town expenditures was reviewed; Sydney reminded everyone to file a Purchase Order (PO) for anything over \$150. All was found to be in order – A motion was made by Travis LeFevre to approve the warrant – Second by Jason Bybee. Motion carried.

Approval of Amended Budget: A motion was made by Travis LeFevre to approve the amended budget at presented – Second by Jason Bybee. Motion carried.

### **PLANNING COMMISSION**

Kevin Poe was not able to attend, nothing to report on this project. Dennis Pollock has been researching the Nate Crowther road issue.

Travis LeFevre expressed frustration regarding changes to the County's building permit requirements, he reported a digital CD of this blue prints was being required and asked if this information is included in our permit packets; responding, Marie reported the Town has not receive information regarding this or the changes to permit fees. It was asked that a letter be sent inviting Jared Woolsey to May's town board meeting to address the changes to acquiring a permit as well as communication and notification of such changes.

Another item Mayor Brinkerhoff addressed was the process of which approval for a building permit is given. It is Town policy that approval is given for any and all construction projects; even though a County building permit is not required; such issue occurred this past week with a shed project going to the County before getting approval from the Town. Marie clarified that Terrill Bybee had received a Town building permit packet and in preparing for the financing of the project went to the County inquire what the permit cost would be; Terrill was told no building permit was required for a shed measuring less than 120 square feet. A copy of the Garfield County Code for the construction of a shed was given to Terrill, which was to be included in the packet that would come before the Council. Terrill had no intention of not coming before the Council for approval, it was just information be forwarded. Mayor Brinkerhoff clarified that all projects will come before the Planning and Zoning and the Town Board; not just the Town Council.

## **CULINARY/SEWER**

No Report

## **ROADS/STREETS**

Street Light 550 North: Additional lighting is needed on 550 West; currently there is one street light. A motion was made by Jason Bybee to contact Garkane and install a street light – Second by Travis LeFevre. Motion carried.

Vacating Roads: Contact was made with Les Barker verifying those roads needing vacating, Marie reviewed those streets with the Council and asked if there were any additional streets not listed. These roads or sections of property are off of 100 South, they are: 500 West, 400 West, 200 West, and 100 East; a section is also on Alston Shakespeare's property. No additional roads were brought to mind; steps toward vacating these roads will commence.

Mayor Brinkerhoff reported on House Bill 362 (HB362) gasoline tax increase, which would bring additional \$17,000.00 to the Town's B&C Road funds if approved.

Hwy12 Road Damage: Mayor Brinkerhoff reported on the accident that occurred to a bicyclist due to a section of road at the top of the Dump that is sluffing off, this has been and continues to be a hazard not only to travelers visiting the area, but to locals as well. Council discussed the effects to the communities, county, tourism, etc. It was asked that a letter be written and sent to UDOT expressing concerns and requesting a permanent solution to the problem be found; with copies being sent to the State Rep Mike Noel, County Commissioners, John Holland -Hwy12 Committee, Panguitch City, BV communities, Panguitch City and Bryce Canyon City.

## **PARKS/RECREATION**

Repairs are needed at the baseball complex and town park; repairs to the water fountain at the baseball complex and to splash pad at the town park. Mike will be following up on the repairs needed at the Heritage Center.

Baseball Complex Cleaning: An agreement was made where the coaches, players and booster club would be responsible for its cleaning; the youth needed to take responsibility and help maintain it if they want to use the field; but when there is a dilemma, the Town can help.

## **FIRE DEPARTMENT**

No Report

## **EMPLOYEE REPORT**

Calendars, Tasks, Project List: Each employee reported on items needing to be addressed by the Council. Marie asked about two letters she did not check off, lack of content information for the letters. One was to Chelsea Stewart regarding the misuse of the heritage center facility/bathrooms. Information Marie received was that contact was made with Ms. Stewart and understood it was taken care of; Mike reported there hasn't been any more problems. The other letter was to address the septic depositing in the sewer lagoon; an email was sent to the Council asking for specifics regarding the use of the lagoon – had no response. Brett stated that as of today all things are okay. Gaia had no issues; continues to write down her daily tasks and check them off. Brett and Bob also continue to review their tasks list and check off what they have completed. Mayor asked that each employee be sure to use the calendar and check those items off completed; if there are any questions be sure to contact the mayor and council.

Reserve at Bryce Canyon: Nate Crowther has assured the Town for a number of years he would deed the Under the Rim Road to the Town; this still has not happened and continues to be an ongoing issue or tug-of-war with Mr. Crowther. It was asked that a registered letter be sent asking for his cooperation in this matter.

## **MAYOR'S REPORT**

Issuing of Bonds – Local Building Authority Public Hearing: A motion was made Mike Burbidge to move into the Public Hearing – Second by Jason Bybee. Motion carried.

### **Tropic Town Local Building Authority Public Hearing**

Minutes of the Local Building Authority Public Hearing  
Issuing of Bonds for the Purchase of a Fire Truck  
Held April 16, 2015 at the Tropic Town Heritage Center

**PRESENT**: Mayor WaLon Brinkerhoff **BOARD MEMBERS**: Shilo Richards, Mike Burbidge, Jason Bybee and Travis LeFevre. Marie Niemann – Tropic Town Clerk & Sydney Syrett – Tropic Town Treasurer.

**OTHERS**: Gaia Greenhalgh, Dennis Pollock, Brett Chynoweth and Bob R Sudweeks

Mayor WaLon Brinkerhoff welcomed all in attendance; the time was turned over to Gaia Greenhalgh for Issuing of the Bonds. Gaia read the following:

Resolution # R-41615: A Resolution of the Town Council of Tropic Town, Garfield County, Utah authorizing and approving the execution of an annually renewable lease agreement by and between the Town and the Local Building Authority of Tropic Town, Garfield County, Utah (The Authority); authorizing the issuance and sale by the Authority of its equipment lease revenue bonds, series 2015; authorizing the execution of a master resolution, security documents, and other documents required in connection therewith; authorizing the financing of the cost of acquiring fire trucks and related public safety equipment; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by this resolution; and related matters.

Resolution # R-41615-2: A Resolution of the Board of Trustees of the Local Building Authority of Tropic Town, Garfield County, Utah authorizing and approving the execution by the Authority of an annually renewable lease agreement, by and between the Authority and Tropic Town, Garfield County, Utah (“The

Town”); authorizing the issuance and sale of its equipment lease revenue bond, series 2015 (The “Bond”); authorizing the execution by the Authority of a master resolution, security documents and other related documents required in connection therewith; authorizing the financing of the cost of acquiring fire trucks and related public safety equipment; providing for the publication of a Notice of Public Hearing and Bonds to be issued; providing for the running of a contest period; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by this resolution; and related matters.

Comments: Mayor clarified that this public hearing was to receive comments or questions concerns the issuing of bonds for the fire truck and to receive input from the public regarding issuing bond and any potential economic impact for the re-development of Spring Creek; no comments were made. A motion was made by Shilo Richards to end the Public Hearing and move back to Town Board meeting. Second by Travis LeFevre - Motion carried.

A motion was made by Mike Burbidge to approve the Resolutions as presented – Second by Shilo Richards. Motion carried.

Signing of the documents/resolutions was made by the Building Authority President and Mayor, WaLon Brinkerhoff and Building Authority Secretary and Town Clerk, Marie Niemann.

A motion was made by Shilo Richards to adjourn – Second by Mike Burbidge. Motion carried.

Approved this 14<sup>th</sup> Day of May 2015  
Marie H. Niemann – Tropic Town Clerk