

**TROPIC TOWN  
PO BOX 130  
TROPIC UT 84776**

Minutes of the Tropic Town Board Meeting  
Held Wednesday, March 6, 2012 at 4:00 p.m. in the Tropic Town Heritage Center

**PRESENT:** Mayor WaLon Brinkerhoff **BOARD MEMBERS:** Jim England, Doug Ahlstrom, Mike Burbidge; Shilo Richards was excused. Marie Niemann - Tropic Town Clerk & Sydney Syrett – Tropic Town Treasurer.

**OTHERS:** Brett Chynoweth, Raymond Brinkerhoff, Alfred Foster, Reed LeFevre, Alice Wolf, Val Kelly, Zach Holm

**CALL TO ORDER:** Mayor WaLon Brinkerhoff

**PLEDGE:** Alice Wolf

**APPROVAL OF MINTUES:** A motion was made by Doug Ahlstrom to approve the minutes of the Tropic Town Board Meeting and minutes from the Audit meeting held February 9, 2012. Second by Jim England. Motion carried.

**APPROVAL OF THE AGENDA:** A motion was made by Jim England to approve the agenda. Second by Mike Burbidge Motion carried.

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## **THE COMMUNITY**

Entrance Signs: In November 2011, a letter was sent to Bryce Valley Schools extending an invitation to students to participate in a contest to design the Town's entrance sign. A number of drawings were received. Council member Doug Ahlstrom arrange for members of the community to review the submissions and have their recommendations ready for next meeting.

Speed Limit Signs: There are two types of sign to slow traffic through Town, solar and digital; both have pro's and con's. Doug discussed the solar sign used by Bryce Canyon City with Shilo Syrett. Shilo expressed a few concerns he has with the solar: due to the amount of traffic they get, the battery tends to run out; they have had to replace it a number of times. Depending on the cloud coverage, it's not always reading. Council discussed cost difference \$5,700 vs. \$6,400 need to check a few other sources; need to check on the cost for wiring as well. As stated in last meeting, B&C Road funds cannot be used; finalizing cannot be made until spring when the heritage parking lot is finished and other street repairs are made.

It was brought to the Town's attention that domestic animals are being discarded above town; becoming a dumping area for carcasses. Brett stated he would check it out.

## **PLANNING COMMISSION**

Alfred Foster: The lodging portion of the commercial development for Alfred Foster was reviewed by the planning commission and has given their recommendation to the Town Council to approve. Alfred submitted plans to build 10 cabins on the southeast corner of his property. The original plan was for an RV site, but was not able to meet all the requirements needed; Phase II that of the store, car wash, etc. will come later; revenue from the cabins will help fund the second phase of this project. Alfred has allowed for a 30 ft. parking area for parallel parking; it will be a gravel road, once phase II is completed the road will be oiled; which funds has been included in the loan of the total project.

Alfred has reviewed and discussed the placement of water/sewer lines and connections; there will be no need to bore under the road for these connections. Brett reported all was in order and the Town has enough water and the sewer capacity for this project. Fire hydrants currently in place are adequate for this development. A motion was made by Doug Ahlstrom to approve a water/sewer connection(s) for this project. Second by Mike Burbidge. Motion carried. Regarding drainage, Alfred discussed the possibility of assisting him in resolving the issue. Mayor Brinkerhoff, along with the Council agreed to look into what could be done to be of assistance.

Council member Jim England expressed the Town's concerns regarding the securing of funding for commercial developments; giving reference to the unfinished project of Richard Parry's commercial development. Being the liaison for the planning commission, Jim would like applicants to provide verification of funding; not the breakdown of the project, just a statement from the financial institution that funding has been secured. Alfred was in total agreement to this request. Regarding a laundry facility, Alfred reported that one of the cabins will be used temporarily; their plan is to build the laundry facility adjacent to the store/car wash. The other idea is to use his home facilities, upgrading to commercial washing machines. A motion was made by Jim England to approve a building permit for 10-cabins; contingent that the letter of intent securing funding and engineering stamped plans are received. Second by Mike Burbidge – Motion carried.

Alfred recalled the conversation during planning commission regarding the removal of gravel from the wash above the Stone Canyon Inn; Mike asked that those accessing the gravel be courteous when traveling the road; keeping the speed down to reduce dust, being that it located adjacent to homes. Mayor Brinkerhoff expressed concern after hearing that a fee would be charged for removing gravel; noting that this is a benefit for the Town and the Stone Canyon Inn in regards to flood control.

Zach Holm: Another commercial development application was submitted to the planning commission for review; the property, previously known as the Garfield County Newspaper, is also being developed for lodging accommodations. Previously owned cabin out of Hatch are to be relocated to this property. Council member Mike Burbidge inquired what condition the cabins are in; emphasizing the need to maintain the overall appearance of welcoming and cleanliness of Main Street. Discussed the location of water/sewer lines, property access, laundry facilities, etc. Zach reported that they are contracting with Ruby's Inn for their laundry; one of the cabins will be used temporarily as an office. Zach will need to bore under the road to access the water line, sewer will not. Council Member Mike Burbidge made it clear that development's infrastructure is the responsibility of the property owner.

A motion was made by Mike Burbidge to approve a building permit for Zach Holm to relocate eight-(8) cabins from Hatch Town to his property on Main Street and to approve water/sewer connections. Second by Jim England - Motion carried. The plot plans revealed additional cabins to be built in the future along with the restoring of the existing building. It is noted that when the time comes to move forward with the other phases of the project, Mayor Brinkerhoff and the Town Council required an inspection by the Garfield County building inspector to be made of the building and to follow his recommendations as to its preservation or destruction. It was also asked that a copy of the letter from the State stating the cleanup requirements have been completed; releasing the Town from any liability.

Comments regarding the development of Main Street were conveyed by Alice Wolf, expressing concern with the appearance of the developments on Main Street, having it not be just a parking lot and cabins; asking that a letter of appearance be required and as part of the planned project(s). Much discussion as to what the Town can regulate and what they can't; those projects currently in the making are aware that their development should be attractive and add to the character of Main Street, not just for appearance sake, but also for their success.

## **CULINARY/SEWER**

Council Member Jim England reported a number of manhole lids are in need of replacement; a purchase order has been submitted for the purchase of lids. Brett and Raymond are beginning their biannual system cleanout.

Brett reported the Town's Water Quality on Tap report is available for the public's review; it has been posted on the website, post office and town office.

## **ROADS/STREETS**

A number of reports have been made expressing concern on the location of the stop sign at the Pizza Place; many traveling through are stopping at the intersection of Center Street and Main Street. Discussed possible options; it was decided to remove the sign and paint the STOP on the pavement existing the business.

## **PARKS**

Council Member Mike Burbidge expressed the need to utilizing the town's facilities more; inquired what fees are being charged for the Park, Public Facility, and Heritage Center. It was reported that \$75 for the park/public facility, additional \$25 is charged for the gas grills (\$100). Charges weddings is \$100; family reunions/dinners, etc. are \$150; and baby showers/birthdays, etc. is \$25.

Discussed the project to preserve the scout house so as to be able to better utilize it. A brief history of the building was given, reporting the reason for the west side sinking problem is due to watering of the park. Council discussed possible grant funding to restore the flag pole, water fountain, etc. It was reported that due to the original windows were broken and replaced with regular window this could not qualify for historical funding. Mike would like to get the original windows back; thereby possibly finding historical funding. Brett reported that sprinkler heads need to be replaced, so as to be facing away from the building.

## **FIRE DEPARTMENT**

Tropic Fire Department is in need of a new ladder truck. The old ladder truck, of which Bryce Canyon City is interested, would give Tropic a down payment for a new truck. Council gives their support to assisting them in finding other means for funding. Tropic's fire department covers from Tropic's south boundary to West boundary of Bryce Canyon NP, and North to the beginning of Red Canyon; they also assist in covering the Towns of Cannonville, Henrieville and south to the top of the blues, leading to Escalante. The possibility of creating a special service district for fire protection has been discussed for the Bryce Valley area and Bryce Canyon City.

## **DEVELOPMENT/COMMUNITY PROGRESS**

Heritage Center Parking Lot: Doug talked with David Tebbs Mayor of Bryce Canyon City coordinating the delivery of asphalt; the delivery will be on May 1<sup>st</sup>, Rosenberg has also been contacted. Mike inquired if all drainage issue has been resolved before the paving of the parking lot; being he has not seen the final layout of the project. Need to meet with Rosenberg to review and address his concerns.

Master Storm Drainage Plan: This study is being funded by a 50-50 grant; which would help prepare to pipe access water to the Paria. Rick Rosenberg has suggested that Tropic begin setting aside funds for this and other future projects; possibly placing tax for storm drainage.

Sewer Project: Mayor Brinkerhoff reported funds have been secured for this project, need to move forward; a number of things need to be put into place: secure right-of-ways, engineering, final plot of where the lines are going, bidding, etc. Financial concerns have been expressed by many in the community, Mayor Brinkerhoff emphasized that the figures shown are only projected costs. Many ideas were discussed one such idea was to scale down the project by doing it phases, not accepting the grant; funding would be done through the bank. The interest paid would be less than the \$900,000 loan from the State; using Larry Rose, local residents and possible Ruby's Inn could complete the project, cutting the 30-year loan to a 10-year loan. This idea will need to be research further as to its possibility or not.

## **FINANCIAL REPORT/WARRANTS**

A review of the Town's monthly finances and purchases were discussed and in order. A motion was made by Doug to approve the warrants – Second by Jim England. Motion carried.

## **EMPLOYEE REPORT**

Mayor Brinkerhoff and the Town Council were previously given a copy of the employee's policies and procedures; with the added retirement benefit given and changes to the hours in accumulative vacation leave for part-time employees, revisions to the document are needed. Sydney was asked to make the necessary revisions and have it ready for signatures in April's meeting.

Utah Municipal Clerks conference is April 16<sup>th</sup>-19<sup>th</sup> in Cedar City; approval was given for Marie to attend. Marie stated that the conference is also for treasurers as well, if Sydney would like to attend.

## **MAYOR'S REPORT**

Meeting Procedure Ordinance: An ordinance had been prepared for the Mayor and Town Council to review and adopt into the governing of the Town's meetings. A motion was made by Doug Ahlstrom to approve the Tropic Town Rules of Procedure and Order; second by Mike Burbidge – Motion carried. This document will be available at all public meetings.

Mayor Brinkerhoff encouraged Mike Burbidge to attend a training for the newly elected members; information is available on the website for times and place for this training.

Annette Chynoweth has asked if the Town could post information regarding the Safe Sidewalk fundraiser project on the website and have the town office as a collection place for those wishing to donate. A 12x12 granite block with an inscription is \$150; funds collected go towards finishing the sidewalk on Bryce Way.

## **ADJOURN**

A motion was made by Jim England to adjourn; Second by Mike Burbidge – Motion carried.

Approved this 12<sup>th</sup> Day of April 2012

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Marie H. Niemann – Tropic Town Clerk