

Tropic Town Council Meeting

Minutes of the Tropic Town Board Meeting
Held January 18, 2018 at 6:00 p.m. in the Tropic Town Heritage Center

PRESENT: Mayor WaLon Brinkerhoff **BOARD MEMBERS:** Dennis Pollock, Brook Wiseman Lisa Johnson and Kelly Shakespear. Marie Niemann – Tropic Town Clerk & Sydney Syrett – Tropic Town Treasurer.

OTHERS: Brett Chynoweth, Bob Sudweeks, Patricia Shakespear, Merrilee & Mclain Mecham, Kent Johnson, Annette Chynoweth, Travis LeFevre, Tyler Young, Carson DeMille, Adam Perschon

CALL TO ORDER: Mayor WaLon Brinkerhoff

PRAYER: Merrilee Mecham

PLEDGE: Brett Chynoweth

APPROVAL OF MINTUES: A motion was made by Dennis Pollock to approve the minutes of the Tropic Town Board Meeting held November 9, 2017. Second by Brook Wiseman. Motion carried.

APPROVAL OF CANVASSING MINUTES: A motion was made by Brook Wiseman to approve the minutes of the 2017 Municipal Election canvassing meeting held November 15, 2017. Second by Dennis Pollock – Motion carried.

APPROVAL OF THE AGENDA: A motion was made by Dennis Pollock to approve the agenda. Second by Kelly Shakespear. Motion carried.

APPOINTMENT & OATH OF OFFICE

The oath of office was administered to Mayor Brinkerhoff, Lisa Johnson and Kelly Shakespear by Town Clerk Marie Niemann.

SEWER STUDY

Adam Perschon is the GIS Manager from Jones & DeMille, and worked with Carson on the Town's sewer study. Using GIS software, data gathered from the study can be used to map water/sewer lines, manholes, create a zoning map, and create a number of other charts and diagrams, along with detailed information. Mr. Perschon offered his services to provide the Town with GIS mapping.

THE COMMUNITY

No Report

PLANNING COMMISSION

Bryce Canyon Inn & Pizza Place: A public hearing to rezone property located on 60 North 100 West was held December 7, 2017; notifications, postings, fees, etc. published. Property borders their commercially zoned business; and all is in compliance with code. Commission found all to be in order gave their recommendation to approve the zone change from Residential to Commercial. The rezone is part of the Pizza Place remodeling project; the relocation and construction of 6 motel rooms currently located on the west side of the Pizza Place.

No additional/new water/sewer connection(s) are needed; having no additional impact, utilizing the one currently in place.

The renovation within the restaurant involves the removal of the six rooms; this area for upgrading the interior, which includes: relocation of public bathrooms, larger kitchen, & pizza oven, laundry room expansion, etc. adding a pickup counter, as well as redoing the electrical and installing grease traps. A motion was made by Dennis Pollock to approve the zone change and building permit for Bryce Canyon Inn & Pizza Place. Second by Lisa Johnson. Motion carried.

Other Proposed Items: The Commission reviewed other proposals from Greg & Melanie Bates, Nathaniel Steed, and Annette Chynoweth. The use of septic tank system in an RV park south of Town for Greg/Melanie Bates – which they reported was legal because they are not within 30 feet of the sewer main; no action was taken.

Nathaniel Steed received a building permit for a barn, but has since expired and the approved lot sold – no plot plan/layout was provided; also Nathaniel discussed the use of an adjoining lot to place a detached garage on to the home currently located on the 1st parcel. Options were discussed; no action taken.

Annette Chynoweth purchased Cheryl Graham's property located on 100 East; would like to use the home as a vacation rental. Knowing this is in a residential zone and current ordinance does not allow them in residentially zoned areas, Annette asked for a conditional use permit/business license and be placed on probation; earning the town's trust in operating a 2nd vacation rental. It is a zoning violation and approval was not given; discussed the prospect of Marlin Francisco rezoning his property to commercial, which adjoins Main Street property owners zoned commercial.

Appointments: Mayor Brinkerhoff extended invitations to Travis LeFevre, Annette Chynoweth and Kent Johnson to fill vacancies on the planning commission. Travis and Ken accepted. Annette was hesitant, agreed to be an alternate; Travis was willing to be Chairman. Gene Anderson was also suggested, Mayor Brinkerhoff will follow up with him.

FINANCIAL/WARRANTS

Financial report of the Town's expenses for December & January was given ~ All was found to be in order. A motion was made by Dennis Pollock to approve the warrants – Second by Kelly Shakespear. Motion carried.

Discussed Verizon cells tower and rental; other cellular services need be contacted: T-Mobile, Sprint, AT&T.

CULINARY/SEWER

Water Study: Update of the progress of the water study was made by Tyler Young, of Sunrise Engineering. Final report should be completed by the end of January; the Council would like a meeting prior to town board meeting in February to review the findings. Addressing the GIS mapping system software discussed with Carson, Tyler reminded the Council this software is included in their water study; Jones and DeMille's information as well as the information gathered for the water study, is accessible.

Accessing the Well was also discussed. Travis questioned implementing a surge charge when the Well was used, rather than raise rates and passing on the expense on to residents to allow commercial growth. Greg asked if the town could increase resort taxes; Sydney explained the Town is maxed out on the resort tax.

Reservoir Site: Tyler reviewed the number of locations have been discussed; BLM, Stewart Cove, above the town pond, etc. The issue with Stewart Cove is accessibility; BLM property could be the best option, but would need to be used for recreation purposes and not irrigation.

Master Meter: Dennis reported having received quotes on a master meter to have installed on the water main at Stone Canyon development. Brett explained its purpose, but cautioned the Council to hold off. Brett has asked Tyler to check what the town's liability is. Though the town would have a more accurate reading of all the water being used, the Town would still be responsible for maintaining hydrants/fire flow, lines etc. Discussed the ownership/maintenance of the generator and pump station, roads within the subdivision; Brett reported Town doesn't need to own the roads, just have a right-of-way.

ROADS/STREETS

Final acceptance of the project still pending; waiting for correspondence and finishing up work completed.

PARKS/RECREATION

N/R

FIRE DARTMENT

N/R

ANIMAL CONTROL

A report of dog(s) chasing sheep; traps were set, but none were caught.

EMPLOYEE REPORT

Sydney expressed her need to be finished as treasurer by March 1st; details of the position regarding wage, part-time/full-time will need to be decided. Sydney reported Marie has been helping with the deposits. Marie admitted she doesn't know accounting, but expressed her willingness to take on additional responsibilities to help ease the load Sydney is facing. Council would like Sydney to reconsider, but was supportive and expressed appreciation to her for the great work she has done as treasurer. Council will follow up with a work meeting addressing the vacancy.

Brett addressed the work flow and time sheet emails; is the Council receiving them. An explanation of the bi-weekly work-flow and time sheet correspondence received from Brett and Bob was given to Lisa and Kelly.

MAYOR'S REPORT

ADJOURN

A motion was made by Dennis Pollock to adjourn – Second by Brook Wiseman. Motion carried.

Approved this 8th day of February 2018
Marie H Niemann – Tropic Town Clerk