

## Tropic Town Council Meeting

Minutes of the Tropic Town Board Meeting  
Held June 14, 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 & Cassie Chynoweth – Tropic Town Treasurer.

**OTHERS:** Brett Chynoweth, Gayle Pollock, John H Mecham, Terrell Bybee, Travis LeFevre and Annette Chynoweth.

**CALL TO ORDER:** Mayor WaLon Brinkerhoff

**PRAYER:** Cassie Chynoweth

**PLEDGE:** Gayle Pollock

**APPROVAL OF MINTUES:** A motion was made by Dennis Pollock to approve the minutes of the Tropic Town Board Meeting held May 10, 2018. Second by Lisa Johnson ~ Motion carried.

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

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### THE COMMUNITY

Garfield County Jr. Livestock Show: Received sponsorship request from the Jr. Livestock show; advertising space in the Garfield County Fair book support FFA and 4-H projects. A motion was made by Dennis Pollock to place ¼ page Ad in this year's county fair book for \$125. Second by Lisa Johnson – Motion carried.

Code Compliance: Gayle Pollock was in attendance to expressed frustration on the approval process that allowed operation of a B&B business next to his property in a residential area. Discussion reviewed the procedure for a business license, which includes being reviewed by the planning commission; and upon finding all in compliance, recommendation is given to the Town Council to approve. As in all eating establishment applications, food handler's permit, an inspection and with B&B/STR neighbor's signature showing acknowledgment is required. Gayle felt that the requirement of notification was not completed; neither Gayle nor Marie signed the form. Notification was placed on their porch; which was thrown away after they were told Mrs. Parkin was not moving forward with the business. Gayle understood it wouldn't have stopped the business, but knowing the business was moving forward is required. Continuing, Gayle referred to the town board meeting where Katie had questioned Mr. Pollock's character ~ "he was mean" was attacked and was not able to defend it or his property; and there is lack of communication between the planning commission and town council.

It was reported that on the acknowledgment form, Mrs. Parkin had noted sent letter; which the Council accepted responsibility for allowing it without his signature. Information pertaining to an inspection and food permit was given; Southwest Public Health does not issue inspections or food permits for continental breakfasts or for having prepackaged food available, but communication with Southwest Public health to work something out for these requirements. A motion was made by Dennis Pollock to withdraw Katie's business license until these items are obtained; food handler's permit and a signature from Gayle/Marie. Second by Lisa Johnson – Motion carried.

Wash Maintenance: Travis received letter addressing the Town's concerns with the wash and keeping these areas within private properties clear of debris. Town's liability concern was expressed, that of the possibility of flooding caused from not maintaining. Travis felt that if flooding occurs it's not because of his area, but of the willows and other items above the culvert that will be the cause; specifically panels and fencing.

Discussed having a written agreement relieving the Town from damages caused from flooding due to the area located in Bryce Pioneer Village property not maintained by the Town; Travis agreed to sign the agreement and not hold the Town liable for damages. A motion was made by Dennis Pollock to write up an agreement – Second by Brook Wiseman. Motion carried.

## **PLANNING COMMISSION**

Steppingstone Motel: Application was reviewed for the construction of a pergola and to new signage; diagram/pictures of the project were included. Terrill Bybee reviewed the framework/style, with Jared Woolsey, County inspector and was told no building permit was needed. All was in compliance. A motion was made by Lisa Johnson to approve the project(s) – Second by Dennis Pollock. Motion carried.

John H Mecham: Application was reviewed and found to be in order for the replacement/remodel of a shed, located on the boundary line joining Vance Pollock's property. Authorization/acknowledgement was received from Vance regarding the location of the shed; having no dispute. A motion was made by Dennis Pollock to approve a building permit – Second by Kelly Shakespeare. Motion carried.

## **FINANCIAL/WARRANTS**

2017-2018/2018-2019 Budgets: A public hearing was held prior to town board to review and discuss the town budget. A motion was made by Dennis Pollock to approve the Budgets as prepared; Second by Lisa Johnson – Motion carried.

Municipal Sale Tax Ordinance: Motion was made by Dennis Pollock to adopt Ordinance #2018-1 Tropic Town Transient Tax ordinance; Second by Kelly Shakespeare. Motion carried.

Business License Fees/Ordinance/Soliciting: Topic of discussion includes changing licensing date to be on the calendar year, rather than the fiscal, and implementing a rate structure; fees being regulated to fit the type of business ~ the licensing ordinance was table until a review of the ordinance and research of a structured fee charge was made. Follow up research for July.

## **CULINARY/SEWER**

Water/Sewer Moratorium Ordinance: Comments made addressed implementation; Gayle Pollock asked how the Town can approve construction when the Town is issuing a moratorium? Placing a moratorium is informing the public the Town is in emergency/immediate dire straight; No building permits should be approved, whether the applicant has a w/s connection or not. Mayor is hoping to meet with the irrigation company before July's meeting, as to being able to address the "water" side of the issue; noting the Well was not built to solve the Town's water problem(s). Mayor asked that a letter be drafted and sent addressing the current construction development and the reasoning behind it.

The discussion continued with Mr. Pollock inquiring if the Town has made contact with State for Emergency funding; if the Town is in a situation that threatens being able to continue to provide w/s services as well as any potential development, shouldn't the Town pursue this option. Mayor Brinkerhoff responded with agreement, but before approaching the State, Tropic Town needs to show due diligence in showing what steps are being taken to resolve the issue; such as rate structure increases, allotment, etc.

Jay Bowman Water Connection: In 2001 a letter from Mayor Seiler and Council to Jay Bowman was sent acknowledging he had a water connection; the connection was given for allowing the Town a waterline easement on the Bowman Ranch property located along Hwy 12. A copy of this letter was sent to the Town from Dave Cowan, with a hand written note from Jay to Dave that stated the connection would be Mr. Cowan's once final payment on a piece of property Dave purchased from Jay was received. Concerns were expressed ~ if he does have a connection, why hasn't it been receiving a monthly bill, does Mr. Tapar, the current landowner, aware of the easement agreement made on his property; is there documentation of the original sale of property to Mr. Bowman noting there is an easement? Follow up with the County as to a recorded easement and letter to Jay Bowman and Dave Cowan documentation on the agreement.

## **ROADS/STREETS**

Elementary school road and sidewalk issues need resolving; funds are available to get the sidewalk framed up and cement poured. In conversation with Mate Baugh he expressed interest in saving the fruit trees; Town will assist in relocating the trees.

## **PARKS/RECREATION/HERITAGE CENTER**

Plans for the 4<sup>th</sup> of July festivities underway; focusing on the bounce houses scheduled. Also, Marie is working with Rita and other pioneer day celebration committee members in arranging the bounce houses, games, food, etc.

## **FIRE DEPARTMENT**

N/R

## **ANIMAL CONTROL**

No Report

## **EMPLOYEE REPORT**

Comments regarding the treatment plant option proposed from Jared Westhoff expressed view that visiting the site(s) using this system should be done without the presence of Jared; thus alleviating pressure from Jared. Brett asked the Council to consider having Jeff Weise from the Waterford Systems discuss another option; he knows and has worked on every system in the State. Council directed Brett to make meeting arrangement with Jeff.

## **MAYOR'S REPORT**

Misinformation provide to the Mayor on an incident while Brett/Bob were investigating a water leak at the Post Office led to a discussion on entering private property; Mayor Brinkerhoff asked that notification be given to him or a Council member prior to entering private property.

Reviewed/updated the employee job lists, focus on cleaning the culverts. Kelly will talk with Lowell regarding the placement of panels within the Wash and possible flooding concerns.

## **ADJOURN**

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

Approved this 12<sup>th</sup> day of July 2018  
Marie H Niemann – Tropic Town Clerk