

## **Tropic Town Council Meeting**

Minutes of the Tropic Town Board Meeting  
Held March 8, 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:** Cassie Chynoweth, Brett Chynoweth, Bob Sudweeks, Steve Hill, Karlene McInelly, Travis LeFevre, Scout Holm, Levi Holm, Kevin Clarke, Garrett Cottam, Falyn Owens, Laura Pollock, Steve Hansen, Pauline Hansen, Shiloh Syrett, John Ahlstrom, Jaxon Brinkerhoff, Rylan Roberts, Rafe Brinkerhoff

**CALL TO ORDER:** Mayor WaLon Brinkerhoff

**PRAYER:** Garrett Cottam

**PLEDGE:** Travis LeFevre led the pledge in the public hearing meeting prior to town board meeting.

**APPROVAL OF MINTUES:** A motion was made by Dennis Pollock to approve the minutes of the Tropic Town Board Meeting held February 8, 2018. Second by Lisa Johnson. Motion carried.

**APPROVAL OF MINTUES:** A motion was made by Brook Wiseman to approve the minutes of the Tropic Sewer Study Public Hearing Meeting held February 8, 2018. Second by Dennis Pollock. Motion carried.

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

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### **THE COMMUNITY**

Eagle Scout Project: Scout Troop 679 has four-(4) boys working on their Eagles; John Ahlstrom \* Restore the Tropic Town Park Drinking Fountain, Jaxon Brinkerhoff \* Baseball Park Parking lot stairs, Rylan Roberts \* Basketball hoop and court at Tropic Town Park, and Rafe Brinkerhoff \* POW Flag at the Veteran’s Memorial Park. All projects submitted a request for funding, totaling \$2,900. Council discussed with Cassie & Sydney what funding was available; using funds from the Heritage Center and Baseball Park. A verbal approval was given; with the item being placed on April’s agenda, with Sydney and Cassie following up on finding funds.

Travel Council: Falyn Owens gave the 2017 Year in Review for Garfield County Tourism, reporting there were 2.3 million visitors to Bryce Canyon National Park; with \$2,930,167 in tax revenue \* 7.5%. Mayor questioned the report that Tropic’s sales tax 8.8%, but yet revenue was down.

The 2017 campaign theme “Day Trips for Days” focused on visitors exploring more of the area, than just Bryce Canyon National Park. The 2018 “Take Your Time” campaign encourage businesses and their employees to interact with visitors, discussing different activities around the area. A Garfield County Tourism Day training has been scheduled for March 26<sup>th</sup> in Escalante and March 27 at Ruby’s Inn.

### **PLANNING COMMISSION**

Steve Hansen: Business license application for the sale of snow cones and kettle popcorn. A plot plan showing location of the trailer, customer parking and emergency access was signed off by Fire Chief Ron Harris. W/S access was also resolved; being able to have water within and empty at the KOA in Cannonville. A motion was made by Dennis Pollock to approve - Second by Kelly Shakespear – Motion carried.

Property Re-zone: A public hearing was held February 22, 2018 to address the rezone of properties owned by Marlin Francisco and Annette Chynoweth. Required notices were posted and published; planning commission found all to be in order.

It has also been proposed that the Town's General Commercial (GC) zone be squared up, extending one block East and West through the main corridor of the town; and to create an Elective General Commercial zone. This zone would begin at the North & South boundaries meeting up with the General Commercial extending one block East and West along Hwy12; excluding areas currently zone pristine.

A motion was made by Brook Wiseman to approve the rezone of these properties, as well as the changes in the GC zone and the creation of an Elective Commercial Zone; these changes made to the zoning map. Second by Dennis Pollock – Motion carried.

Annette Chynoweth was unable to attend, but a letter from Annette asking for the Council to approve a business license along with the zone change was received. Marie reported Annette gave her the letter after planning commission and asked that it be given to the Mayor upon approval of the zone change. The business license item was not specifically on the agenda; there was no opposition to the approving the license; but will be placed on the agenda for approval in April's town board meeting.

Travis LeFevre: Business license application to use the home of Reed & Mary LeFevre as an additional motel unit/suite was reviewed. The bottom portion of the home has two rooms that have been operating as motel rooms. The zoning is in compliance and no additional water/sewer connection needed; residential rate to change to commercial rate.

There were questions on the need for a business license; other homes being used as STRs have a separate business license; with the bottom portion currently being used as commercial, the Council agreed no additional business license would be needed. A motion was made by Kelly Shakespear to change water/sewer connection to a commercial rate and no additional business license is needed. Second by Dennis Pollock – Motion carried.

April Roberts: Three items were presented to the Council for approval. Name changes of the ownership on Stone Canyon Inn & Stone Hearth Grille business license as well as the liquor license; and a building permit for an employee laundry.

The employee laundry will be shed-like structure located in the employee housing area; accessing a water/sewer connection already installed; it is not a commercial/public laundry facility. Council found all to be in order ~ the motion was made by Dennis Pollock to approve the employee laundry building permit and business license and liquor licenses to be reissued with the ownership name changes. Second by Brook Wiseman – Motion carried.

Kevin Clarke/Garrett Cottam ~ Building Permit/Business License: There has been some confusion on the building permit requirement for the interior remodel of the Hungry Coyote Restaurant. Garrett contacted Jared at the County to verify what he would need ~ engineering plans or just basic layout of the changes. Garrett reported he spoke with Jared; they did not need a set of engineering plans. Gill Manning has signed on as the general contractor overseeing the project; Jared will do the inspection once completed. Application for a business license request was also made. A motion was made by Dennis Pollock to approve the building permit and a business license for I.D.K. Barbecue. Second by Kelly Shakespear – Motion carried.

Levi Holm: Council has received a number of inquiries as to the sale and use of a w/s connection being relocated from another lot. Following up with Attorney David Church at ULCT, Dennis reported if water/sewer service is connected to a structure on the property, the connection cannot be relocated; also, questioned the use of residential meter be used for commercial use.

Following up with information retained from Mr. Church, Travis reported the relocation could be allowed, but Mr. Church does not recommend it to become a practice. Travis expressed that if the decision is made to allow the resale and relocation of w/s service, that it only be done while the moratorium in in affect and on a case by case basis. Council asked that a resolution be made amending the w/s ordinance addressing this issue. Sydney asked that verification be made as to which connection(s); there are meters that have been forfeited and cautioned the sale until verification of a connection is made.

Levi's purpose of the inquiry was to addressing a building permit for an office/laundry facility for Bryce Valley Lodging. Council discussed the extent of relocating the connection with Brett; noting the cost of the project is with property owner. Brett expressed concern on those who would be willing to sale, making a profit on a Town connection; Travis felt that the seller of the connection can profit since he has paid a monthly payment for a number of years and would be seeking to recoup some expense.

Dennis reported these structures were part of Phase 2 of the development in 2015 when the 11 additional cabins were approved; but was not done and since then, the building permit has expired. In planning commission the possibility of capping off existing connections from 2 cabins and using them for the office/laundry building; once the w/s issues are resolved purchase connections to access the cabins again. Dennis stated yes, but the structures-(cabins) would need to be removed. Mayor and Council recommended Levi to verify with the office the w/s connection being looked into buying has not be vacated. Levi will follow up and will need to present the building permit to the planning commission.

Addressing landscaping, the Council was reminded about the kiosk given from the Travel Council and cooperative marking funds; the panels are in the office. Council member Kelly Shakespear will follow up with the project.

General Plan: Travis asked for the public's participation to create a Master/General Plan. A number of public meetings are to be held asking residents for input. A survey has also been drafted to gather information that will be sent to each household. This survey will help identify what are people's concerns, and if favorable to growth, what type of growth and how much. A copy of the general plan will also be emailed out to the planning commission and committee. Public comment expressed the need for better advertising/noticing of meetings.

## **FINANCIAL/WARRANTS**

Audit Report: Town Auditor, Morris Peacock of Hinton & Burdick, met with the Mayor and Council prior to town board meeting reporting the 2016-2017 audit ~ the motion was made by Dennis Pollock to accept the audit report and to retain Hinton & Burdick as Town Auditors. Second by Lisa Johnson – Motion carried.

Office Manager Treasurer Appointment: The Town received three applications for the position; after interviewing each candidate and reviewing the responsibilities and the needs of the Town, Cassie Chynoweth was chosen for the position.

A motion was made by Dennis Pollock to hire Cassis Chynoweth as Tropic Town Treasurer with the following changes made to the Tropic Town Bank Accounts: Sydney's name removed from the Checking & CD accounts and authorizing Cassie access; Dennis Pollock will be added to the checking account. Cassie will also begin receiving phone benefit of \$50 reimbursement. Second by Brook Wiseman – Motion carried.

Warrants: A review of the warrants was given. Questions on a number of items were resolved. A motion was made by Kelly Shakespear to approve the warrants ~ Second by Lisa Johnson. Motion carried. Sydney discussed signature changes on bank accounts and other required paperwork for the appointment of Cassie.

## **WATER/SEWER**

Water Quality: MWPP 2018 Annual Report: Brett reviewed the Municipal Wastewater Planning Program annual report; all was found to be in order. A motion was made by Dennis Pollock to accept the MWPP annual report as given. Second by Lisa Johnson – Motion carried.

Dennis attended a workshop on impact fees given in St. George at the Rural Water Conference. The town's impact fees need to be reviewed and adjusted; Brett reported Rural Water board has people to assist in this so the Town doesn't have to hire out someone for a study.

## **ROADS/STREETS**

Garfield County School District Easement: Council expressed concern on the road width; Brett reported 24ft is substandard; had to increase it 2ft when doing the road project to bring it up to standard. Brook with follow up scheduling an onsite meeting with the superintendent to address their concerns.

Road Project: Debate continues among Larry Rose Construction, Karl Rasmussen –ProValue Engineering, Daren Cottam – Longpoint Consulting Services and the Town regarding a billing of an additional \$17,000. Council reviewed the billing statement and identified items not contracted, not completed or the Town had finished up. Also expressed was the project manager irresponsibility of keeping the project on task and keeping within budget as contracted; as well as the contractor's sub-standard work. A motion was made by Brook Wiseman to pay \$4,500 with Larry, Karl and Daren working out the remaining balance. Second by Dennis Pollock – Motion carried.

## **PARKS/RECREATION**

No Report

## **FIRE DEPARTMENT**

No Report

## **ANIMAL CONTROL**

No Report

## **EMPLOYEE REPORT**

## **MAYOR REPORT**

Brooke questioned the once a month town board meetings; Council's approvals and decisions are needed more than just once a month. Opt to have Town Board meeting, with a work meeting to when needed address other issues was suggested.

## **ADJOURN**

A motion was made by Kelly Shakespear to adjourn. Second by Brook Wiseman – Motion carried.

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