

Tropic Town Council Meeting

Minutes of the Tropic Town Board Meeting
Held January 10, 2019 at 6:00 p.m. in the Tropic Town Heritage Center

PRESENT: Mayor WaLon Brinkerhoff **BOARD MEMBERS:** Brook Wiseman, Lisa Johnson and Kelly Shakespear; Dennis Pollock was excused. Marie Niemann – Tropic Town Clerk & Cassie Chynoweth – Tropic Town Treasurer.

OTHERS: Brett Chynoweth, Bob Sudweeks, Travis LeFevre, Falyn Owens, Kaden Figgins

CALL TO ORDER: Mayor WaLon Brinkerhoff

PRAYER: Brook Wiseman

PLEDGE: Brett Chynoweth

VISION STATEMENT: Cassie Chynoweth

APPROVAL OF MINTUES: A motion was made by Brook Wiseman to approve the minutes of the Tropic Town Board Meeting held November 15, 2018. Second by Lisa Johnson. Voting was unanimous with Council persons Brook, Lisa and Kelly voting “aye”. Mayor abstained.

APPROVAL OF THE AGENDA: A motion was made by Kelly Shakespear to approve the agenda. Second by Lisa Johnson. Voting was unanimous with Council persons Brook, Lisa and Kelly voting “aye”. Mayor abstained.

THE COMMUNITY

BVHS Homecoming Sponsorship: In preparation for Homecoming week Jan 25 – Feb 2, the Homecoming pageant is Tuesday, Jan 22nd. A request of sponsorship was received * \$150 Platinum * \$100 Gold * Silver \$50 * Bronze \$25. A motion was made by Brook to support the program with \$100 donation. Second by Kelly Shakespear – Voting was unanimous with Council persons Brook, Lisa and Kelly voting “aye”. Mayor abstained.

EMT Sponsorship: Application was received from Joseph McGee for financial assistance in certifying as an EMT for Bryce Valley; part of the Garfield County Emergency Services. Joe has paid the fee-(\$250) for books and study manual. As in the past, an agreement outlining the conditions & requirements expected; which is to serve at least 2 years; repayment of full sponsorship if failure to complete the course or certify. Council asked that Bryce Canyon City be contacted to split the remaining cost of the course; being he will be serving on 504 & 505 ambulance teams. A motion was made by Kelly Shakespear to follow up with Bryce Canyon City and sponsor Joseph McGee in the EMT course ~ Second by Lisa Johnson – Voting was unanimous with Council persons Brook, Lisa and Kelly voting “aye”. Mayor abstained.

Falyn Owens ~ Travel Council 2018 Report: BCNP visitation was 2.5 Million * up 4.68% over previous year; Transient Room Tax-(TRT) was up 6.58%; the focus was “Day Trips for Days” getting visitors to spend an extra day seeing something new. The focus for 2019 is “Adventures for Days” highlighting scenic activities, such as rappelling, ATV/UTV, boating, biking and rock climbing; focusing on the “hidden gems” within the area.

Falyn introduced Kaden Figgins the new Garfield County Planner and Economic Development; replacing Justin Fischer. Mr. Figgins expressed interest in being a resource and extended his services to the communities. Goals set for this year include: update County website, update/print municipal plat maps, and assist in economic development for municipalities.

Business License Classification/Fee Resolution: In reviewing the code requirements for “multiple businesses”, the planning commission and town council amended the “Classification & Fee Structure” in the Town’s business licensing ordinance; adding “Branch Establishment” as a “Classification”. The ownership of multiple businesses having the same classification be listed and licensed as a “branch establishment” and a charge of \$25 affixed. The motion was made by Kelly Shakespear to adopt Resolution #2019-1 – Second by Lisa Johnson. Voting was unanimous with Council persons Brook, Lisa and Kelly voting “aye”. Mayor abstained.

Business licensing renewals are being processed. Comments were made regarding the collection of resort, sales and transient tax. Falyn reported the County amended their business ordinance and is now requiring businesses to have three (3)-months of tax filing before the Commission will approve or renew a business license. Mayor Brinkerhoff liked this requirement; making comment it is something Tropic could look into.

Disposing of Household Garbage Policy: To address the misuse of the County dumpsters, it was asked that an ordinance be written; supporting the County’s position on disposing of garbage. Research found the County does not have a specific “trash bin” ordinance; only the “Construction/Demolition Waste Collection”, which does not address the issues that have been reported to Mayor Brinkerhoff. In order for Tropic to support the County, a guideline or a list of requirements should be provided for the community to follow. Follow up with the County commissioners, Brian Bremner, and Kaden Figgins addressing what written guideline does the County have regarding trash collection.

PLANNING COMMISSION

Kara Christensen: Not in attendance

Travis LeFevre: Business license and Liquor license application for the “Stage Stop Station” was reviewed. Though the “Stage Stop Station” is not open for business, application processing for a State liquor licenses is lengthy. Regarding the tobacco license, Tropic Town as no ordinance regulating them, nor does the County; they let the State regulate the tobacco. A motion was made by Brook Wiseman to approve a “Class A” liquor license and a business license for the “Stage Stop Station”; with sale of tobacco products regulated through the State. Second by Lisa Johnson – Voting was unanimous with Council members Brook, Lisa and Kelly voting “aye”. Mayor Brinkerhoff abstained.

County Building Inspection Fees: Municipalities receive a statement annually for issuing building permits and performing local building inspections. Council questioned why is the Town being charged for the County to do inspections; these fees are charged and collected from the builder as well. Cassie reported after contacting the County building department, a breakdown of charges was received; explaining these fees go toward the County Inspectors’ vehicle, gas, and time. Questions asked pointed out that taxes are collected to pay the County employees, their wages, vehicle and operations. Cassie was directed to follow up County Commissioner Leland Pollock.

FINANCIAL WARRANTS

Report of the Town’s financial activity was reviewed. A motion was made by Kelly Shakespear to approve the warrants – Second by Lisa Johnson. Voting was unanimous with Council members Brook, Lisa, and Kelly voting “aye”. Mayor Brinkerhoff abstained.

The cost for the installation of a “4” water line for the fire protection sprinkler system at the “Stage Stop Station” was discussed. Council does not remember this being brought before them; Brett recalled a discussion at the first of the summer, and also in November when Reed LeFevre was in attendance to discuss the backflow valves. Minutes will be reviewed to identify what decision was made on who is to pay for the line.

CULINARY/SEWER

Reviewed and discussed water/sewer rates, allotment, overages, and rate structure tiers. A work meeting will be arranged next week with Sunrise Engineering and another with Jones & DeMille to discuss CIB funding and w/s rate structures.

ROADS/STREETS ~ No Report

PARK/RECREATION ~ No Report

HERITAGE CENTER

Addressing the exterior door locking issue, a quote was received from Reed Munson of \$350 to fix the doors; Council directed Cassie to follow up with Mr. Munson to arrange access to fix the doors. Regarding the enclosure of the Towns Office space, a quote was received from Gil Manning ~ \$10, 671.00. Council asked that this project also be discussed with Mr. Munson.

Brook reported the computer security issue Ruby’s and the County had; expressed concern on the Town information security. Reviewed what process and procedure the Town has to for their system. Cassie has been working with Glen from Mountain West Computers regarding her email program issue and the Window updates needed on the office computers; giving note the County utilizes Mountain West for their computer services and will follow up with Glen regarding a security program.

FIRE DEPARTMENT

Council member Brook Wiseman reported on a house fire in Henrieville; Cannonville and Tropic fire departments were called in for assistance. This led to a discussion on the creation of a “fire district” for Bryce Valley and the benefits it would have.

ANIMAL CONTROL

No Report

EMPLOYEE REPORT

Elections ~ Three-(3) Council seats to be filled this November; Council members Brook Wiseman & Dennis Pollock ~ both are 4-year terms. There is one-(1) 2 year term ~ a vacancy during the 2017 election was filled by Kelly Shakespear, which according to Code, was for 2-years; this seat will be placed on the following election to fill the 2nd portion of the 4-year term. Council was asked how they wanted to hold the election ~ by mail or walk-in ballot; deadline is May.

MAYOR’S REPORT

The Town Council discussed an employee incentive program, offering up to \$500 annually per employee starting this year. Each employee reviewed with the Council three-(3) goals they set for themselves, which was accepted; their progress will be reviewed quarterly.

EXECUTIVE SESSION

A motion was made by Brook Wiseman to move into Executive Session – Second by Lisa Johnson. Voting was unanimous with Council members Brook, Lisa and Kelly voting “aye”. Mayor Brinkerhoff abstained.

Motion was made by Brook Wiseman to return to Town Board Meeting and adjourn – Second by Lisa Johnson. Voting was unanimous with Council members Brook, Lisa and Kelly voting “aye”. Mayor Brinkerhoff abstained.

Approved this 14th Day of February 2019
Marie H Niemann – Tropic Town Clerk

Executive Session ~ January 10, 2019

Town Council Member Brook Wiseman made a MOTION to go into Executive Session to discuss personnel issues ~ Seconded by Council Member Lisa Johnson.

Voting: Yes ~ Brook Wiseman, Lisa Johnson, Kelly Shakespear ~ Mayor abstained
No ~ None

AFFIDAVIT REGARDING CLOSED MEETING

STATE OF UTAH)
 :SS
COUNTY OF GARFIELD)

The undersigned, as presiding officer of the Tropic Town Council of Tropic Town Garfield County, State of Utah, after being duly sworn, hereby states, swears and affirms as follows:

1. That on the 10th day of January 2019, during a regular meeting of the Board of Tropic Town Garfield County, State of Utah, the board, upon the affirmative vote of two-thirds or more of the member present at the meeting for which notice was given pursuant to Section 52-4-6, voted to close the meeting to discuss the character, professional competence, or physical or mental health of an individual under Subsection 52-4-5 (1)(a)(I), Utah Code Annotated and pending litigation.
2. That a quorum was present.
3. That I do hereby affirm that the sole purpose for closing the meeting was to discuss the character, professional competence, or physical or mental health of an individual and pending litigation.

DATED this 10th day of January 2019

Mayor

SUBSCRIBED and SWORN to before me this 10th day of January 2019

NOTARY PUBLIC

Council Member Brook Wiseman made a MOTION to return to regular Town Board meeting. Seconded by Council Member Lisa Johnson ~ Voting was unanimous with Council members Brook, Lisa and Kelly voting “aye”. Mayor Brinkerhoff abstained.