

## **Tropic Town Council Meeting**

Minutes of the Tropic Town Board Meeting  
Held July 10, 2014 at 6:00 p.m. in the Tropic Town Heritage Center

**PRESENT:** Mayor WaLon Brinkerhoff **BOARD MEMBERS:** Shilo Richards, Mike Burbidge, Jason Bybee and Travis LeFevre. Marie Niemann – Tropic Town Clerk & Sydney Syrett – Tropic Town Treasurer.

**OTHERS:** Gaia Greenhalgh, Brett Chynoweth, Raymond Brinkerhoff, Dennis Pollock, Cary Deccio, Franz Shakespear, and Abby Palmer.

**CALL TO ORDER:** Mayor WaLon Brinkerhoff

**PRAYER:** Franz Shakespear

**PLEDGE:** Dennis Pollock

**APPROVAL OF MINTUES:** A motion was made by Shilo Richards to approve the minutes of the Tropic Town Board Meeting held June 12, 2014 - Second by Travis LeFevre. Motion carried.

**APPROVAL OF MINUTES:** A motion was made by Shilo Richards to approve the Spring Redevelopment Public Hearing minutes held June 12, 2014 – Second by Mike Burbidge. Motion carried.

**APPROVAL OF MINUTES:** A motion was made by Mike Burbidge to approve the Tropic Town Work Meeting minutes held May 22, 2014 – Second by Jason Bybee. Motion carried.

**APPROVAL OF THE AGENDA:** A motion was made by Travis LeFevre to approve the agenda - Second by Shilo Richards. Motion carried.

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### **THE COMMUNITY**

Tropic Outdoor Festival & Farmer's Market: Cary Deccio reported on the developments of the ideas and suggestions given to promote Tropic/BV. More preparation is need to hold "Taste of Bryce Valley" – looking at holding this event next year. The farmer's market will be held on August 15<sup>th</sup> & 16<sup>th</sup> \* same time as the Utah Symphony concert in town. Application and other information will be available on the Town's website & in the Town office; activities include entertainment, inflatables, food, etc. It will be extremely important to get vendors to participate. A motion was made by Travis LeFevre to approve \$500 toward this festival \* Second by Jason Bybee – Motion carried.

Also, Highway 12 will be part of the rout for the Tour of Utah bike tour. Cary encouraged the Town to encourage residents to participate in the event; display banners, ring cowbells, etc. The event will help promote the area; it will be seen on TV and will be available to watch the ride on the internet.

Sewer Lagoon Odor Issues: Franz Shakespear and Abby Palmer were in attendance to express frustration the very potent order from the sewer lagoon and asked for immediate action be taken reduce the smell. Mayor Brinkerhoff and the Town Council are aware of the problem, the odor spreads all through town; and acknowledged that the odor is more severe at their homes. Discussion commences on probable causes and possible solutions. Brett reported that lack of fresh water is the main cause and suggested pumping water into it; from the fire hydrant or pumping the water from the 3<sup>rd</sup> cell into the 1<sup>st</sup> & 2<sup>nd</sup> cell, noting it is not plumbed for this. Actions to address this will begin ASAP ~

Dog Ordinance: A draft of the updated dog ordinance was available for review; a copy will be given to Officer Pierson for his input. Making contact with Jackie Slack has been difficult; will continue to catch up with her. A contract will be written and reviewed for new meeting.

## **FINANCIAL/WARRANTS**

Sydney reviewed monthly spending; a couple of items were needing authorization: \$100 to the Jr. Live Stock – a motion was made by Mike Burbidge to approve \$100 for a full page ad in their advertising of the event. Second by Jason Bybee – Motion carried. It was asked that a “Donation” category be added as a Budget item. A motion was made by Mike Burbidge to approve the warrants – Second by Travis LeFevre. Motion carried.

Sydney reported June ended the fiscal year bank statements need to be signed by department heads in preparation for the audit. Minutes of July 2013 – June 2014 will also be sent.

## **PLANNING COMMISSION**

No Report

## **CULINARY/SEWER**

Council re-addressed the sewer lagoon odor; questioned the depositing of septic tank discharges. Brett reassured the Council that Kent is not depositing anywhere else but where he is supposed to. Jason stated that this service is bringing in a lot of revenue and suggested the Town begin with pumping fresh water and go from there. Brett reported he has a Drinking Water Board meeting and will discuss this issue with Paul.

Discussed Town’s water rights. Brett reported a list is shown him from Sunrise Engineering; listing all water rights owned by the Town; there are many wells we have no information on, which need to be looked into. Research these rights; Brett will follow up.

## **ROADS/STREETS**

Follow up on a number of items: Patchwork on road by Franz Shakespear, replace road sign by seminary building, weed spray on sidewalk/pavement.

Discussed road signs needed at the Stone Canyon Inn – Dead End or No Outlet. Dust control; discussed the spraying magnesium chloride.

Update of Entrance Signs: Waiting to hear from Doug Ahlstrom – Jason will follow up. Discussed location to place street signs for best viewing; what signs need replacing. Inventory street signs needing replacement \* Cost of revised mandated signs about \$38.00 each, double sided.

## **PARKS/RECREATION**

Improvements to the baseball complex included new sod, relocating of sprinkler heads, and equipment racks for each dugout; sod was donated by Ruby’s Inn and Stone Canyon Inn donated racks to hang bags, bats, etc. A Youth Conference was held at the Town Park; camping was approved; there was no problems, trash was taken care of; all was good.

## **FIRE DEPARTMENT**

A public hearing will be held August 14<sup>th</sup> at 5:00 p.m. to discuss and receive input regarding CIB Grant application to purchase a new fire truck.

Jason expressed interest in a program involving fire trucks being used to assist the BLM/Forest Service during fire season; the money paid to participate is good \$1,500 - \$2,000 a day. Questions needing to be addressed: liability, placing the firefighters on payroll, enrolling/contracting, etc. Tropic does not have a spare truck; it was asked that it be added to the grant to receive funding for.

## **EMPLOYEE REPORT**

Tracking projects and requested tasks: Mayor Brinkerhoff and the Town Council asked for employees to create a google calendar; listing their daily tasks and projects to finish. The purpose of the calendar is to keep open and better communication with employees.

Comments received from office staff identified that their daily tasks are itemized on their time sheets; a Town Office Calendar listing specific items such as park reservations, who is working in the office, billing, etc. can be created to keep them informed on such matters, but it's seems to duplicate what the time sheets are currently recording. There are specific items annually that can be listed: billing, payroll, budgeting, licensing notifications, specific tasks requested by the Council, etc. Having access to calendars will provide better communication with personnel; making & fulfilling request for the office and corresponding with Brett and Raymond – what projects from the “master project” list is fulfilled and other items needing to be attended to. Setting up of “Google Calendar” will be made; Christopher – an employee from Bryce Pioneer Village is available to assist in the creation of accounts.

Recall on Truck: Safety recall on the Dodge Truck – steering linkage replaced; Marie will follow up with making an appointment for Brett to have the truck looked at.

Codification: Currently Marie provides in-house codification of the Town's code; contact was made to Municipal Code Corporation to receive a quote to codify the Town's Code; copies of the attached quote was provided. Questions and concerns: keeping them updated, getting them in compliance with State laws, is it mandatory, etc. Marie explained that MCC has lawyers, professional codifiers, and staff to bring it up-to-code; once codified. Regarding is it mandatory, the State continues to mandate municipalities to provide public information on-line; it is encouraged, but will become mandatory at some point. No further discussion.

Flood Control: Brett and Raymond have been clearing brush and debris from the washes/canals. Brett reported the canals and washes need to be cleaned out annually; June of each year. Contact property owner prior to entering their property. Review the Town's Master Drainage Plan.

## **MAYOR'S REPORT**

### **ADJOURN**

A motion was made by Mike Burbidge to adjourn – Second by Travis LeFevre \* Motion carried.

Approved this 14<sup>th</sup> Day of August 2014  
Marie H. Niemann