

Tropic Town Council Meeting

Minutes of the Tropic Town Board Meeting
Held November 13, 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, Cary Deccio, Kelly Shakespear, Dennis Pollock, Carson DeMille, Thad & Angie Steele, Kevin Poe

CALL TO ORDER: Mayor WaLon Brinkerhoff

PLEDGE: Thad Steele

PRAYER: Cary Deccio

APPROVAL OF MINTUES: A motion was made by Jason Bybee to approve the minutes of the Tropic Town Board Meeting held October 9, 2014. Second by Mike Burbidge. Motion carried.

APPROVAL OF THE AGENDA: A motion was made by Shilo Richards to approve the agenda with the addition of Thad/Angie Steele. Second by Jason Bybee. Motion carried.

THE COMMUNITY

Dog Ordinance: A public hearing was held prior to Town Board meeting to discuss and receive comment on dog control, having residents be responsible pet owners; licensing, vaccinated, keeping them from running at large. Modification discussed will be made and document prepared for adoption next meeting. Jackie Slack will also be contacted to complete the contract.

Tourism/Economic Development: Cary Deccio asked the schedule a tourism planning meeting for 2015; in January funding for local communities will available – events and matching funds for marketing. Cary encourages everyone, not just business owners and governing bodies, to attend receiving information on what marketing the County does to bring visitors to the area; also, what does the community want to do to increase revenue this next year.

Business License: A business license application was reviewed for Thad Steele “Water-Wise Systems” splash pad installation based out of their home. A motion was made by Shilo Richards to approve a business license for Thad Steele – Second by Mike Burbidge. Motion carried.

Kevin Poe: A business license was approved for night sky viewing in October; with cold weather upon us Kevin would like to rent the conference room or the board room 2-3 times a week for a couple of hours. A motion was made by Mike Burbidge to approve the use of the conference center for astronomy presentations at \$50 a month Second by Travis LeFevre – Motion Carried.

Grants/Capital Improvement: Gaia reported that Tropic can apply again for a CDBG grant; a survey needs to be done ~ what is our LMI (Low Moderate Income). The bays at the fire station and Bryce Meadows were funded through CDBG. Council directed Gaia to move forward with the survey.

Gaia also talked with Kelly Shakespear regarding the scout house restoration; possibly getting a fundraiser organized ~ Many have expressed interest in preserving it;

FINANCIAL REPORT

Review of Warrants – A motion was made by Shilo Richards to approve the warrants – Second by Travis LeFevre – Motion carried.

Sydney discussed past due water billing for Gerald Shaffer; legally we cannot forward it to the new owners; A motion was made by Mike Burbidge to write-off the past due amount - Second by Jason Bybee. Motion carried.

Mustang Banners: Renewal of Tropic Town and Tropic Fire Department banners in BVHS gym * A motion was made by Mike Burbidge to approve \$200 toward the Mustang banners – Second by Jason Bybee. Motion carried.

Garfield/Wayne Insider: Free weekly advertising space for the Town; use for anything the Town would like to notify the community of.

Employee Vacation Days: Employee policy states employees can carry over 40 hours of vacation time, Brett has 4 weeks to use before the end of the year; carrying over these weeks violates policy. Sydney suggested that the Council change policy; changing it to 80 hrs that is rolled over along with a number of other items. Council agreed to roll over 2 weeks; Brett will use 2 weeks before the end of the year. Policies and procedures will be revised for review in January.

PLANNING COMMISSION

Kelly Shakespear: A building permit application for a farm workshop was reviewed by a member of the Planning Commission, Daniel Cloud. Mr. Cloud found to be in order and recommends this project to the Town Council for approval. Mr. Cloud was going to review the project with other members of the commission – there were no disagreements or questions regarding the project. A motion was made by Shilo Richards to approve a building permit – Second by Travis LeFevre. Motion carried.

CULINARY/SEWER

Mayor Brinkerhoff and Town Council have placed the re-development of Spring Creek project on hold until funding issues were resolved. Carson DeMille reported the Town Water brings in \$5,000 - \$8,000 a year in water revenue; in order to move forward with the projects, the Town will need to fund some of its depreciation of the systems (Spring Creek/Dr. Goode Spring) - \$72,000; about \$38 a month per water connection. This being said, rates will need to be raised in order to cover the cost of the project(s). Discussed obligations made in the irrigation water agreement, work needing to be done, when to apply to CIB, etc. financial issues including how much to raise the rate and/or reduce the allotted gallons. Also discussed was the possibly of jeopardizing the fire truck grant. A motion was made by Mike to apply now for funding the Spring Creek and Dr. Goode Springs project, contingent upon support from Leland Pollock, County Commissioner – Second by Jason Bybee. Motion carried.

Shilo made contact with Del LeFevre regarding accessing the area of Spring Creek/Dr. Goode Spring for redevelopment; he asked for a letter requesting permission. Brett reported a letter was written; Dan Cloud gave Brett a verbal go ahead. He reminded the Council that Tropic has a maintenance agreement and does not need permission to access this area; Brett will again contact Dan Cloud asking for written permission.

Water Report

A proposal to preform and inventory of all water rights owned by Tropic Town was received from Sunrise Engineering; cost is \$3,900. Shilo felt this would be a good investment. It was asked that Robert Worley of Sunrise Engineering be invited to attend Town Board meeting in January to discuss the proposal.

ROADS/STREETS

Crack seal on areas of Bryce Way and Center Street; Brett asked that the sealant fill the cracks, not just cover over them. Also, road issues by Franz Shakespear are fixed.

Vacating town streets: Documentation on vacating 200 North & 600 West was emailed to Les Barker in September. Marie reported she has spoken with Cindy at the recorder's office regarding information Les was going to provide to vacate remaining streets, Marie will follow up.

PARKS/RECREATION

All Winterized

FIRE DEPARTMENT

FEMA Letter: A letter was received from Gary Zabriskie asking for participation in community emergency planning; Fire Chief Ron Harris will be the liaison for this.

EMPLOYEE REPORT

Town's Christmas party will be held at the Stone Hearth Grille – date TBA
Reviewed & Updated the Master Project list. Brett reported a power-surge fried all the relays in the North pump station; parts were ordered and problem fixed.

MAYOR'S REPORT

Due to lack of participation, the Bryce Valley Senior Citizen Center may possibly close; it has been asked to encourage residents to take advantage of the lunches and other activities. Notice will be placed on the town's website and on facebook.

Mayor Brinkerhoff received a letter from Garkane energy in response to the Town's concern regarding tree trimming. The CEO will be attending Town Board meeting in January to discuss concerns.

Chynoweth Family: Mayor Brinkerhoff asked if anyone knew what their needs are and how could the Town help. Knowing Jace loves big-heavy equipment an electric tractor light parade/display at the park was suggested; making the Town Park a go-to place for the holidays.

Bundling SCC services * Shilo will follow up

ADJOURN

A motion was made by Shilo Richards to adjourn and move into Executive Session – Second by Travis LeFevre – Motion carried.

Approved this 8th Day of January 2015
Marie H. Niemann – Town Clerk