

Tropic Town Council Meeting

Minutes of the Tropic Town Board Meeting
Held Thursday, March 11, 2021 at 6:00 p.m. in the Tropic Town Heritage Center

PRESENT: Mayor WaLon Brinkerhoff **BOARD MEMBERS:** Lisa Johnson, Gene Anderson, Marie Pollock and Michael Ahlstrom. Marie Niemann – Tropic Town Clerk & Elaina Purcell – Tropic Town Treasurer.

OTHERS: Jace & Debby Sullivan, Nathaniel Steed, Joseph Steed, Dennis Pollock, Carson DeMille, Jamison Christensen, Jedidia Cazedessus, with Lacy VanRij and Eric Jorgensen via Zoom.

CALL TO ORDER: Mayor WaLon Brinkerhoff

PRAYER: Gene Anderson

PLEDGE: Dennis Pollock

VISION STATEMENT: Michael Ahlstrom

APPROVAL OF MINTUES: A motion was made by Marie Pollock to approve the minutes of the Tropic Town Board Meeting held Thursday, February 11, 2021. Second by Gene Anderson. Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

APPROVAL OF THE AGENDA: A motion was made by Marie Pollock to approve the agenda. Second by Mike Ahlstrom. Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

THE COMMUNITY

Half Marathon Sponsorship: Application of sponsorship was reviewed in support of the half marathon Saturday, July 10, 2021. Sponsor packages are Platinum \$500, Gold \$250 and Silver \$100. A motion was made by Gene Anderson to sponsor with the Platinum \$500 donation. Second by Mike Ahlstrom – Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

Tropic Town Fee Schedule: With the change adopting an annual water/sewer rate and in the storm drainage and road funds, among other revisions, a draft of the Town’s fee schedule was provided. A motion was made by Gene Anderson to table this until further review and address in April. Second by Lisa Johnson - Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

Nathaniel Steed: A proposal was brought before the Mayor and Town Council to build a road connecting two streets in the affordable housing development of Bryce Meadows; making a loop providing access to future development and improving emergency access. Nathaniel also asked for the Council support in developing his property for long-term housing. Response from the Mayor and Council supported the road construction and felt this was something the Town could help in; as far as the property development, Nathaniel would need to meet with the Planning Commission to review and comply with the subdivision ordinance.

PLANNING COMMISSION

Residential Water/Sewer Connection: In February, a building permit for a residential home was approved for Ward Williams, but not a water/sewer connection. Protocol has been a water/sewer connection is a separate approval; to follow protocol and record purposes, the item was placed on the agenda. Mayor Brinkerhoff felt this was no longer necessary and will accompany a building permit approval.

For this instance, the motion was made by Gene Anderson to approve a water/sewer connection for Ward Williams. Second by Mike Ahlstrom – Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

Jace & Debby Sullivan: A building permit application for a modular home and garage was submitted and found in compliance. A review of changes and additions was discussed – which clarified the recent addition of the garage and its use was verified, having no water/sewer or living quarters. The motion was made by Gene Anderson to approve a building permit for Jace and Debby Sullivan – Second by Lisa Johnson. Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

Lacy Van Rij: Via Zoom, a building permit application for a residential home was reviewed. Representative Dennis Pollock of the Planning Commission reported all was found to be in order. A motion was made by Gene Anderson to approve a building permit – Second by Marie Pollock. Voting was unanimous with Council persons Lisa, Gene, and Mayor Brinkerhoff voting “aye”. Lisa Johnson and Mike Ahlstrom abstained being that applicant is Lisa daughter and the property is owned by Mike.

NeighborWorks: A private non-profit housing company that revitalizes neighborhoods has purchase a number of un-finished lots in the Bryce Meadow subdivision. Eric Jorgensen submitted two-(2) building permit applications for 3 bedroom/2 bath residential homes. After review of plot plans, house design and layout, etc. planning commission gave their recommendation to the Town Council to approve. A motion was made by Mike Ahlstrom to approve two-(2) residential building permits. Second by Lisa Johnson - Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

EMPLOYEE REPORT

Update on the Taylor’s GRAMA request was given. Working with Rosemary Cundiff from the State Records Archive, Marie reported on a mitigation meeting that Rosemary scheduled to help negotiate with Michael and Jennifer Taylor on documents they specifically need and are willing to pay for; and also to avoid the Appeals Public hearing that was rescheduled for April 8, 2021. Marie will follow up with the Council when a response is received.

Marie also reported on business license renewals; a few are no longer in operation – Bryce Valley Tours, Bryce Auto Share, Pioneer Soap Company, to name a few. Two renewal notice reminders have been sent out, looking at sending a third.

ANIMAL CONTROL ~ No Report

FINANCIAL/WARRANTS

Financial report was reviewed and found to be in order. A motion was made by Mike Ahlstrom to approve the warrants. Second by Marie Pollock - Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting “aye”. Mayor abstained.

Elaina reported financials have been provided to Hinton Burdick for the audit; a number of emails have been sent corresponding with them as to when it will be completed and to schedule Morris Peacock to address the Council. Follow up will continue with Hinton Burdick as to getting finalizing the budget and completing the audit.

CULINARY/SEWER

Engineers Carson DeMille and Jameson Christensen were in attendance giving an update of the sewer project; work continues on clearing/cleaning the lagoon cells. Phase II of the project to identify and installing lines is underway; looking to have the project completed in late June/July. Any money leftover will be used for road repairs where streets were dug up.

The Senior Citizen center project was also discussed; Carson provided a preliminary estimate construction cost, which total was \$3,316,000.00. To help reduce cost, Carson would like a work meeting to discuss the Town's specific needs, use of the building, its location, etc. These items will need to be identified to apply for CIB funding.

ROADS/STREETS ~ Patch work will begin as the weather warms.

PARKS/RECREATION

Scout House: Kelly Shakespear submitted receipts for logs and other materials for the scout house project. Finding no budgeted funds, Elaina questioned what account should funds be taken from, expressed concern on available funds for this project and other project being proposed. Responding, Mayor Brinkerhoff stated a capital project account was supposedly created with funds set aside for it. Discussion commenced with Elaina explaining the Town's grant funding accounts are not being clearly identifiable, i.e. water project vs. spring development, sewer project vs. sewer extension, etc. Council directed Elaina to contact Sydney Lamas asking if she would be willing to assist in identifying the projects, funding accounts, etc.

HERITAGE CENTER

Office Space Rental: There are two individuals interested in renting the available office space; Chad Cottam a chiropractor and Lacy Van Rij. As directed, Chad Cottam was contacted inquiring as to his interest and that the monthly rent would be increased; in hearing back from Mr. Cottam, it was reported he is still interested. It was agreed that a fee increase is needed for both public and private use. It was reported most rental charges is done by square footage; follow up as to other municipalities rental charges will be made.

Security Cameras: The Town received four-(4) bids on the installation of security cameras at the Town's public facilities, town shed, fire station, etc.; \$10,000 was budgeted for this project. A span of \$20,000 separated the lowest from the highest; Council had reviewed each proposal and awarded Tytan the contract with the bid of \$9,819.42

FIRE DEPARTMENT

No Report

MAYOR'S REPORT

No Report

EXECUTIVE SESSION

A motion made by Marie Pollock to move to executive session. Second by Lisa Johnson - Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting "aye". Mayor abstained.

Mayor Brinkerhoff and Town Council discussed the Town financial reports and what assistance Elaina may need to identify and straightening the Town's financial accounts.

A motion was made by Gene Anderson to close executive session, move back to Town Board meeting and adjourn. Second by Lisa Johnson. Voting was unanimous with Council persons Lisa, Gene, Marie and Mike voting "aye". Mayor abstained.

Approved this 8th day of April 2021
Marie H Niemann – Tropic Town Clerk