



Mayor Lawrence Flitton

UINTAH CITY COUNCIL MEETING

Planning – Tim Petty

Council Members:

TUESDAY, January 16, 2018

Building Inspector-Jeff Monroe

Michelle Roberts

Gordon Cutler

7:00 PM

Treasurer – Mike Ulrich

Jerry Smith

Kristi Bell

MINUTES

Sheriff – Lt. Pledger

Fire Chief – William Pope

Attendees: Mayor Flitton, Gordon Cutler, Kristi Bell, Jeff Holden, Dusty Richards, Brian Trick, Blain Hamp, Terence Butler, Chris Wilden, Danielle Bird, Kirsten Stuart, Mike Ulrich, Ryan Child, Neal Sawyer, Brody Russell, Ben Tesch, Hal Olmstead and Darinda Wallis.

Excused: Michelle Roberts and Jerry Smith

MEETING MINUTES:

1. MEETING CALL TO ORDER: Mayor Flitton called the meeting to order.

PLEDGE OF ALLEGIANCE: Led by Brody Russell and Ben Tesch.

CONFLICT OF INTEREST: Council members are required by law to file a public disclosure statement with the City Recorder listing business interests and investments that could create a conflict of interest with the duties of the Council Member. When a matter in which a Council member has a business or investment interest appears on the Council agenda, the Council member must publicly disclose that interest.

Mayor Flitton asked the Council if they had any conflicts of interest with tonight's agenda; there was none.

2. PUBLIC COMMENT (2 minutes per person): (00:00:02)

- Gordon Cutler explained to the Scouts about the public comment section of the agenda and why we have it.

3. APPROVAL OF CITY COUNCIL MEETING MINUTES HELD JANUARY 2ND, 2018: (00:01:07)

Presenter: Mayor Flitton

- Gordon Cutler motioned to approve the City Council meeting minutes for January 2nd, 2018 as written.
- Kristi Bell seconded the motion.
- All in favor; the motion passed.

4. APPOINTMENT OF CITY RECORDER – DARINDA WALLIS; CITY TREASURER – MIKE ULRICH - ULRICH AND ASSOCIATES; BUILDING OFFICIAL – JEFF MONROE; JUSTICE COURT JUDGE– HONORABLE PATRICK LAMBERT; APPEALS AUTHORITY – BRANDON MILES; FIRE CHIEF – WILLIAM POPE; CEMETERY SEXTON – STEPHANIE HOWELL AND THE PLANNING COMMISSION- TIM PETTY, TODD BURTON, GLEN WOOLSEY, SCOTT DIXON AND ROBERT GUILLER: (00:01:32)

Presenter: Mayor Flitton

- Mayor Flitton advised that as he read the names of the appointed officials for the City if anyone had any concerns or questions to speak them.
- Gordon Cutler motioned to approve the appointed officials as outlined.
- Seconded by Kristi Bell
- All in favor the motion passed.

5. TREASURERS REPORT: (00:15:45)

Presenter: Mike Ulrich

a. Invoice Register:

The invoice register is a listing of bills that were paid during the month.

The invoice register is reviewed and approved each month per guidelines from the state and our auditors in order to stay in compliance with the laws of the state financial code.

The invoice register for December was reviewed.

Kristi Bell motioned to approve the invoice register for December 1st, 2017 through December 31st, 2017.

Seconded by Gordon Cutler

All in favor; Gordon Cutler – yes; Kristi Bell – yes; Mayor Flitton - yes.

The motion passed.

b. Transaction Register:

The transaction register is a listing of any changes that are made during the month to customer accounts in the ENTERPRISE ACCOUNTS, water, storm water, or garbage. The changes are credits given, over changes reduced or added, late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code.

The transaction register for the period of December 1st, 2017 – December 31st, 2017 was reviewed.

Gordon Cutler motioned to approve the transaction register for December 1st, 2017 through December 31st, 2017.

Seconded by Kristi Bell

All in favor; Gordon Cutler – yes; Kristi Bell – yes; Mayor Flitton - yes.

The motion passed.

c. Transaction Reversal Report - Court:

The transaction reversal report is a listing of any changes that are made during the month to customer accounts for the court. The changes are credits given, over changes reduced or added, late fees removed. These

changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code. The Transaction Reversal Report for December was reviewed; the report had no adjustments; no action required.

- d. Budget: Mike Ulrich explained that we are fifty percent of the year through the budget. Mike pointed out 10-38-250 miscellaneous revenue. This is where we coded the funds that came in for the wild land fire contracts. He explained he will reallocate the funds after the public hearing to amend the budget.

6. PRESENTATION OF ANNUAL AUDIT REPORT FY 2016-2017 and DISCUSSION/APPROVAL ON AUDIT RECOMMENDATIONS: (00:03:31)

Presenter: Ryan Child

- Ryan Child presented the audit for year ending June 30th 2017.
- He reviewed with the Council the following pages in his independent audit report:
 - Pg. 43 & 44 – General Fund revenue and expenses
 - Pg. 12 – Fund balances
 - Pg. 16 – Water Enterprise Fund which is doing well. Garbage and storm water funds are breaking even.
 - Pg. 18 – Cash Flow
- Ryan stated that they had two findings:
 - The City's unrestricted general fund balance should not exceed 25% of the total revenues of the general fund at the end of the fiscal year. The City's unrestricted general fund balance at year end was 34% of the general fund revenues, which is \$68,290 over the limitation.
 - The City is required by state law to maintain expenditures within their budget appropriations by each fund. The City's garbage fund and storm water fund had expenditures in excess of the budgeted amounts by \$5,810 and \$6,398 respectively.
- Ryan concluded his report stating that our internal controls look good and they have no concerns.
- The Council thanked Ryan for his report on the audit.

7. DISCUSSION/ACTION ON BIDS FOR THE CITYSHOP-FIRE DEPARTMENT GENERATOR: (00:25:13)

Presenter: Gordon Cutler

- This item was tabled so that Jeff Holden could get some more bids.
- It was discussed that we need to add this to the next agenda as well as bids for repairs on the generator at City Hall.

8. PUBLIC WORKS REPORT: (00:29:41)

Presenter: Jeff Holden

- Jeff Holden reported that we are seeing more and more troubles with the old galvanized pipe. We had another water break at the Funk's home this past weekend.
- The PRV valve on Combe Road blew this past week. Jeff knew right away when he received a call from a resident that his water heater pressure valve went off, it was a quick and cheap fix.
- Jeff reported that he has been ordering the one inch water meters for the units in the Uintah Springs Business Park. They are \$600 each and covered in the building permit. He just wanted the council to be aware of the cost.
- Gordon asked Jeff to keep a list of the roads that will need to be repaired this year. He has already received calls from citizens about repairs and damages. Jeff stated that he would like to put Cemetery Road and Pitcher Parkway on the list.

9. FIRE DEPARTMENT REPORT: (00:33:00)

Presenter: Battalion Chief Danielle Bird

- Chief Pope is in St. George at Winter Fire School.
- Danielle pointed out that they completed fire class in December. She stated it was a fun training month for the firemen. They got to train and use the new extrication equipment as well as the flash over trailer and live fire trailer.
- She reviewed with the Council the list of personnel with certs from pages 9 and ten of the report.
- Mayor Flitton asked how the mood was over at the station with the news that the Chief has accepted a position in Idaho.
- She reported that they are sad although happy for the Chief. They are working on his farewell and will invite the Council when plans are made for sure.

10. SHERIFF'S REPORT: (00:38:40)

Presenter: Lt. Pledger

- Lt. Pledger asked the Council to be sure to let him know if there was anything different they wanted him to include in the reports.
- He reviewed the December report:
 - 68 calls for service
 - 23 citations issued
 - November GEO Tab numbers: 2016 – patrol hours – 96 = 1.9; 2017 – patrol hours 97 = 1.6
- Lt. Pledger stated that these numbers support that their time spent in Uintah is down. They are committed to having a partnership with the City. He wants us to be comfortable with the personnel as well as with the numbers.
- Mayor Flitton explained that these reports help them with contract negotiations.

11. **COUNCIL COMMENTS TO PUBLIC COMMENTS:** (00:50:15)

- There were none.

12. **COUNCIL REPORTS:** (00:50:45)

- There were none.

13. **MEETING ADJOURNMENT:** (00:50:55)

Gordon Cutler motioned to adjourn the meeting.

Seconded by Kristi Bell

All in favor; the motion passed. The meeting was adjourned.

APPROVED by City Council this 6th day of February, 2018.



DARINDA K. WALLIS, City Recorder