

Mayor Lawrence Flitton

## UINTAH CITY COUNCIL MEETING

Planning – Tim Petty

Council Members:

TUESDAY, January 17<sup>th</sup>, 2017

Building Inspector-Jeff Monroe

Michelle Roberts

Gordon Cutler

7:00 PM

Treasurer – Mike Ulrich

Jerry Smith

Greg Johnson

## MINUTES

Sheriff – Lt. Talbot

Fire Chief – William Pope

Attendees: Mayor Flitton, Gordon Cutler, Greg Johnson, Michelle Roberts, Mike Ulrich, James Osgood, Ryan Child, Robert Minster, Kris Stuart, Jeff Holden, Lt. Talbot and Darinda Wardell.

Excused: Jerry Smith

### MEETING MINUTES:

1. **MEETING CALL TO ORDER:** Gordon Cutler called the meeting to order; explained the Mayor was running late. He welcomed everyone in attendance and excused Jerry Smith.  
**PLEDGE OF ALLEGIANCE:** Led by Greg Johnson  
**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.  
Gordon Cutler asked the Council if they had any conflicts of interest with tonight's agenda; there was none.
2. **PUBLIC COMMENT (2 minutes per person):** (00:00:54)
  - Robert Minster – 1476 E 6650 S; stated that he has lived in Uintah for 29 years and we need to push really hard for pressurized secondary water. We have three ditches that are always full and he asked the Council to look seriously at pressurized secondary water. We are using a valuable resource of culinary water to water our lawns and it is only going to get more expensive.
3. **APPROVAL OF THE CITY COUNCIL MEETING MINUTES HELD JANUARY 3<sup>RD</sup>, 2017:** (00:03:03)  
Presenter: Mayor Flitton
  - Mayor Flitton asked if there were any questions on the minutes.
  - Michelle Roberts motioned to approve the City Council meeting minutes from January 3<sup>rd</sup>, 2017 as written.
  - Seconded by Gordon Cutler
  - All in favor; the motion passed.
4. **TREASURERS REPORT:** (00:03:28)  
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 November was reviewed.  
Gordon Cutler motioned to approve the invoice register for November 1<sup>st</sup>, 2016 through November 30<sup>th</sup>, 2016.  
Seconded by Greg Johnson  
All in favor; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.  
The motion passed.  
The invoice register for December was reviewed.  
Gordon Cutler motioned to approve the invoice register for December 1<sup>st</sup>, 2016 through December 31<sup>st</sup>, 2016.  
Seconded by Michelle Roberts  
All in favor; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – 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 October 11<sup>th</sup> – November 30<sup>th</sup>, 2016 was reviewed.  
Darinda explained that the adjustments were clerk training errors.  
Michelle Roberts motioned to approve the transaction register for the period of October 11<sup>th</sup>, 2016 – November 30<sup>th</sup>, 2016.  
Greg Johnson seconded the motion.  
All in favor; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.  
The motion passed.  
The transaction register for the period of December 1<sup>st</sup> – December 31<sup>st</sup>, 2016 had no activity; no action was required.

#### 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 November was reviewed.

Darinda explained that this adjustment was made to release finder program fee.

Michelle Roberts motioned to approve the Transaction Reversal Report for November.

Seconded by Greg Johnson

All in favor; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.

The motion passed.

The Transaction Reversal Report for December was reviewed.

Darinda explained that this adjustment was made to move funds from the trust account to fine account.

Michelle Roberts motioned to approve the Transaction Reversal Report for December.

Seconded by Gordon Cutler

All in favor; Jerry Smith – yes; Michelle Roberts – yes; Mayor Flitton – yes; Gordon Cutler – yes.

The motion passed.

- c. Budget: Mike explained that we are 50% of the year complete. Revenues were reviewed. Mike explained that the Fire Departments expense accounts will need to be adjusted to reflect the expenses for the purchases towards the grant they received that hasn't been allocated. We will do this in a public hearing when we adjust the budget. Mike noted that we will be paying the last water bond payment within the next thirty days.

**5. PUBLIC WORKS REPORT: (00:15:59)**

Presenter: Jeff Holden

- Jeff Holden reported that he keeps a log of our snow fall and as of tonight we have had 66 inches of snowfall this year here in the valley.
- Jeff reported that the hydraulic hose on the snow plow broke on Christmas day and the guys at the Weber County shop had a hose for the repair. It seems that we are always fixing and repairing the plow and sanders.
- Jeff reported that he was able to hire a welder for \$400 to raise the plow up; it was too low which was causing some of the issues.
- Jeff stated that he hoped that we weren't getting too many complaints. He was only called once by dispatch for 6600 South at Hwy 89; which reminded him that we need to update the Weber County dispatch with our emergency contact list.
- Jeff reported that the water meter at the Fire Station was frozen and he was able to catch and repair it. This is the third time that he knows that this has happened. He reported that he thinks that the insulation kept getting wet and freezing, so he built and insulated a box for the meter.
- Jeff reported that he worked with Matt at Jones and Associates and has submitted the plans for funds for a shed to store salt and sand to CDBG.
- The Council thanked Jeff and Scott Knudson for the awesome job they are doing, and thanked them for the many hours they have been working for the City.

**6. FIRE DEPARTMENT REPORT: (00:22:49)**

Presenter: James Osgood

- Deputy Chief Osgood, also Fire Marshall, reported for Chief Pope who is out of town at the Fire School.
- Deputy Osgood asked the Council if they had any questions on the two months reports that the Chief had provided in their packets for November and December.
- Gordon Cutler stated that the numbers on the report on page 7 don't match with the numbers on the report on page 10. Deputy Osgood reported that it might be because we have people that come and go all the time.
- Michelle Roberts stated that she appreciated that the Chief has added the explanations for the report on page 10.
- The Council thanked Deputy Chief Osgood and the Fire Department for their service to our community.

**7. SHERIFF'S REPORT: (00:26:31)**

Presenter: Lt. Talbot

- Lt. Talbot asked if the Council had any questions on the November reports.
- Gordon Cutler asked about the number of thefts. Lt. Talbot stated that he thinks it was juveniles who stole vehicles and took them for a joy ride and returned them to the owner. Citizens need to lock their vehicles and take the keys out of their vehicles.
- Lt. Talbot reported to the Council that Deputy Aschinger is putting on a presentation for Suicide Prevention at a Town Hall meeting February 23<sup>rd</sup> at the Ogden Valley Library in Huntsville. This meeting will be sponsored by Huntsville City; he would like each of the different communities to show support by attending and hosting their own event in their City. It is a good presentation that will cover how to recognize, help and refer for help. This is a very important topic that we all need to help educate and make aware of.
- Mayor Flitton asked Darinda to send an email out to the Council with details of the presentation.
- Lt. Talbot reported that his two Deputies' that are over truck inspections will also be working warrants for our Justice Court.
- The Council thanked Lt. Talbot for his service and work with suicide prevention awareness.

**8. PRESENTATION OF ANNUAL AUDIT REPORT FY 2015-2016 and DISCUSSION/APPROVAL ON AUDIT**

**RECOMMENDATIONS:** (00:38:23)

Presenter: Ryan Child

- Mike Ulrich introduced Ryan Child from the office of Wood Richards to present our annual audit.
- Ryan Child stated that he was reporting on the year ending June 2016 and gives us a clean opinion.
- The following pages were reviewed from his reports with the Council:
  - Pg. 12 Balance Sheet for the General Fund and fund balances were reviewed. The State Utah sets perimeters of 25% of total revenues and we are just over that at 28%.
  - Pg. 43 Budget and Actual revenue were reviewed for the General Fund.
  - Pg. 44 Budget Expenditures and Actual expenses for the General Fund were reviewed.
  - Pg. 16 Balance Sheet for the Enterprise Funds was reviewed.
  - Pg.17 Operating revenues and expenses for the Enterprise Funds were reviewed. We have a 3 to 1 ratio on cash to expense with our operating revenue.
  - Pg.53 Ryan reviewed two findings from the audit:
    - First, we need to increase our treasurer bond to \$70,000 and evaluate the bond coverage for each fiscal year.
    - Second, 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. We need the excess fund balance handled in the 2017 year through budget appropriations.
- The Council thanked Ryan for his report and his service to our City.

**9. COUNCIL COMMENTS TO PUBLIC COMMENTS:** (00:51:26)

- Mayor Flitton wanted to let Robert Minster know that he has thought about and looked into the cost for pressurized water; and the estimate he arrives at for the cost is approximately \$174 a month per each household in Uintah. We need to look for ways beyond City funds to fund this project. We need a group of citizens to look into State funding; or grant funding, we need additional resources to make this happen.
- Gordon Cutler stated that every summer he gets upset about having to use culinary water to grow anything because he doesn't have access to the ditch water. We are going to need secondary water.
- Mayor Flitton stated that we need to get the grass roots community involvement for this to happen.

**10. COUNCIL REPORTS:** (01:01:28)

- Michelle Roberts reported that Communities that Care (CTC) is hosting a press conference this Friday at noon at the South Ogden Emergency Operations Center. They will be kicking off their campaign for the fight against underage drinking. They will serve lunch after the press conference. They have asked that we represent our City and have our vehicle there that has our logo on it to show support.
- Jeff Holden asked about attending the Rural Water Conference in March and the ULCT Road School held in St. George each fall. Mayor Flitton remarked to bring this up during the budget process so we could budget the training.

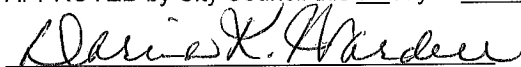
**11. MEETING ADJOURNMENT:** (01:04:47)

Michelle Roberts motioned to adjourn the meeting.

Seconded by Greg Johnson

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

APPROVED by City Council this 7<sup>th</sup> day of February, 2017.



DARINDA K. WARDELL, City Recorder