

Mayor Lawrence Flitton

**UINTAH CITY COUNCIL MEETING**

Planning – Tim Petty

Council Members:

**TUESDAY, May 17<sup>th</sup>, 2016**

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, Jerry Smith, Greg Johnson, Michelle Roberts, Mike Ulrich, Nate Hadley, William Pope, Deputy Greenhalgh and Darinda Wardell.

## **MEETING MINUTES:**

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

**PLEDGE OF ALLEGIANCE:** Led by Michelle Roberts

**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):** (00:00:47)
  - None

3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD May 3<sup>rd</sup>, 2016:** (00:00:55)

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 May 3<sup>rd</sup>, 2016.
- Seconded by Gordon Cutler
- All in favor; the motion passed.

4. **TREASURERS REPORT:** (00:01:37)

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 April was reviewed.

Gordon Cutler asked that it be noted that Easter was funded entirely by donations even though the expenses are listed in the invoice register.

Jerry Smith motioned to approve the invoice register for April 1<sup>st</sup> – April 30<sup>th</sup>, 2016.

Seconded by Michelle Roberts

All in favor; Jerry Smith – yes; 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 April 15<sup>th</sup> – May 11<sup>th</sup>, 2016 was blank no action required.

Transaction Reversal Report:

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 April was blank no action was required.

- c. Budget: Mike Ulrich

Mayor Flitton stated that the budget looks good.

Mike Ulrich stated that he is preparing the list of budget adjustments we will have to take care of during the budget hearing in June.

Mayor Flitton remarked that we will have to factor in for the new lots that the mobile home park is adding this next year.

Michelle Roberts asked about 10-43-270 being at 95% already for the year and questioned if we need to do anything about that. Mike explained that we look at the overall department accounts to see if we need to make any adjustments. Department heads can move things around in their department without a need for a public hearing as long as they do not need to change the overall budget amount. The public hearing that is scheduled

for June will allow us to open the budget and make adjustments where needed as long as we don't overspend the budget.

Gordon Cutler stated that we will have to adjust the Fire Department to account for the grant received and extra grant expenses.

Jerry Smith asked for an explanation on the transient room tax. It was explained that is the portion of the room tax that is paid back to the hosting City.

**5. DISCUSSION/APPROVAL ON FINAL SUBDIVISION PLAT; DJ ESTATES FOR TIMBERLAKE INVESTMENT LLC; JEFFREY HOLDEN; LOCATED AT APPROXIMATELY 6650 S 2275 E IN UINTAH, UT: (00:12:36)**

Presenter: Jeff Holden

- Jeff Holden explained to the Council that this is two lots one a flag lot. The lot with the house on it is a half acre and the flag lot is one and a half acres.
- Jeff explained that he has a demolition permit to tear down the trailer and old building on the flag lot.
- Jeff plans to build a small house to rent to his brother and build a shop on the back part.
- Greg Johnson asked if Jeff knew how to get in touch with Mike Brinkman because he left a balance on his utility account that we are trying to collect. Jeff stated he would leave Greg the last known number he had for Mike.
- Gordon Cutler motioned to approve the final subdivision plat; DJ Estates for Timberlake Investment LLC; Jeffrey Holden; located at approximately 6650 S 2275 E in Uintah.
- Jerry Smith seconded the motion.
- All in favor the motion passed.

**6. PUBLIC WORKS REPORT: (00:16:28)**

Presenter: Nate Hadley

- Streets: Road work this summer, 2" overlay along Combe Rd. Slurry seal on the majority of the cities roads. After this work is done we should be in good shape for at least 2-3 years. Nate stated that we are waiting for a call back from the railroad for the okay to store the aggregate material for the project. The project won't take as long if the material is closer on hand.
- Parks: We are working on the installation of an ADA sidewalk from west side of scout building to restrooms. (\$400 to \$600) Tilled and leveled out infield of baseball field.
- Water: Repaired 4"PRV in Combe Rd pit. \$1200 to \$1300. This summer Lead and copper tests will be performed (happens every 3 years).
- Cemetery: Cement the entry of the tractor storage shed. (\$300 to \$500) Scott as usual doing a great job. Preparing for Memorial Day.
- Storm water: Working with Weber County on a solution to issues with retention pond north of Pearson property. Nate plans on asking Don Pearson for the key to the pond. Outreach visit from state on storm water prevention practices. Suggestions: Vehicle wash out area, spill kit at all maintenance sheds, and all containers labeled for the used oil at the shop. The Mayor asked Nate to put some funds in the budget to take care of these suggestions.
- Gordon Cutler reported to Council that we have received a complaint on Combe Road that the storm water is washing out some asphalt on a driveway. Nate and Gordon met with the complainant and Nate suggested that he would make sure that the overlay project on Combe Road would fix the problem.

**7. FIRE DEPARTMENT REPORT: (00:32:47)**

Presenter: Chief Bill Pope

- Chief Pope stated that the construction was going smoothly; the building is gutted and the panels are being installed. We are 20% of the way through the budget and are due for completion in mid July.
- Chief Pope stated that because of the grant expenses that need to be added to his budget his numbers are off and by his account he still has 8% remaining of his budget for this fiscal year.
- Greg Johnson discussed the water enterprise fund installing a new fire hydrant on the corner of the fire station to better serve the entire area as well as allowing for the fire department training and refilling needs. The hydrant in front of Bell's will need to be repaired or capped off.
- With the funds for the hydrant coming out of the enterprise fund we can finish the restroom and roof and siding on the public works portion of the station. Greg stated that we can talk more about this in our budget meetings.
- Jerry Smith stated that we need to make sure that we communicate with Bell's what is going on with the hydrant if it is capped off.
- Michelle Roberts asked about the drive through bay and coming in off 6600 S on the curve. Chief Pope states that he took that out of the plans. They will access on Bell Lane and back into the bay, the back garage door was taken out as well.
- Jerry Smith asked if our department responded to the South Weber house fire and how much time were we there. Chief Pope responded that we were called out on the second alarm; he wasn't in town and wasn't sure how much time was spent on the call he could read the report and advise the Council later.
- Chief Pope stated that he wasn't sure if we had an Interlocal agreement with South Weber, he was going to check into that and would get back with the Council on that as well.
- The Council thanked Chief Pope for his report.
- Greg Johnson motioned to close the City Council meeting and open the Public Hearing.
- Michelle Roberts seconded the motion.

- All in favor the motion passed.

8. \*\*\*\*\*PUBLIC HEARING\*\*\*\*\*

**DISCUSSION on the project determined to be applied for in the CDBG Small Cities Program for Program Year 2016. Project: Fire Department Equipment purchase of Self Contained Breathing Apparatus (SCBA'S) and Structural Firefighting Personal Protective Equipment (PPE). Comments will be solicited on the project scope, implementation and its effects on residents: (00:43:30)**

Presenter: Mayor Flitton

- Mayor Flitton opened the second public hearing for the CDBG program. Mayor Flitton stated that this hearing was called to allow all citizens to provide input concerning the project that was awarded under the 2016 Community Development Block Grant Program. The City has amended its capital investment plan and decided to apply for funds on behalf of the Fire Department Equipment purchase of Self Contained Breathing Apparatus (SCBA'S) and Structural Firefighting Personal Protective Equipment (PPE). Mayor Flitton introduced Chief Pope from the Uintah City Volunteer Fire Department. Mayor Flitton explained that the application was successful in the regional rating and ranking process and the Fire Department Equipment purchase of Self Contained Breathing Apparatus (SCBA'S) and Structural Firefighting Personal Protective Equipment (PPE ) was awarded \$59,984. Mayor Flitton explained the project to those in attendance. Mayor Flitton then asked for any comments, questions and concerns from the audience. The only question came from Mr. Cutler, who wanted to know if after we purchase the new equipment; will have any surplus of the old that we could refurbish. Mayor Flitton indicated that we will be able to use the old for training purposes. Mayor Flitton asked Chief Pope if he had a decommission plan for replacing this equipment when the time comes. Chief Pope stated that we will be good for seven years now and that he plans to set aside funds in a Capital Investment Fund for replacement bottles. Mayor Flitton stated that copies of the capital investment plan are available if anyone would like a copy. There were no more comments and the hearing was adjourned at 7:49 pm.
- Greg Johnson motioned to close the Public Hearing and reopen the City Council meeting.
- Michelle Roberts seconded the motion,
- All in favor the motion passed.

\*\*\*\*\*CLOSE PUBLIC HEARING\*\*\*\*\*

9. **SHERIFF'S REPORT:** (00:49:33)

Presenter: Deputy Greenhalgh

- Deputy Greenhalgh reported for Lt. Talbot.
- The reports were reviewed for the month of March. Deputy Greenhalgh reported that they are now using the new system and it has taken them all some time to get adjusted to it. It will be a lot more accurate with all of the agencies using the same system.
- Deputy Greenhalgh explained that they will have to write an explanation on every call; not a hard report for every call but at least a comment on how the call was handled; i.e. responded nothing located.
- Gordon Cutler commented if we are charged by calls for service won't this adversely affect our contract amount.
- Deputy Greenhalgh responded that the system will be much more accurate in the location of the calls as well. So the calls that are in the highlands and surrounding areas that were previously coded wrong will be coded right and we should see a more accurate accounting as well.
- Michelle Roberts asked if we could have the April report emailed to the Council when it was done so they could review it. Deputy Greenhalgh explained that they would get that to us and report on both months at the next meeting if everything goes well and we get the bugs worked out.
- Deputy Greenhalgh commented that the motor squad has been out and writing citations. Jerry Smith asked if they would come and be part of the U-Day celebration and parade.
- Deputy Greenhalgh asked Michelle Roberts how the nuisance violations were going and if she needed any assistance. She stated that she was working on them and appreciated the offer to assist.

10. **COUNCIL COMMENTS:** (01:08:00)

- None

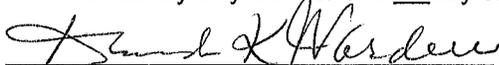
11. **MEETING ADJOURNMENT:** (01:08:19)

Jerry Smith motioned to adjourn the meeting.

Seconded by Michelle Roberts

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

APPROVED by City Council this 7<sup>th</sup> day of June, 2016.



DARINDA K. WARDELL, City Recorder