

Mayor Gordon Cutler

UINTAH CITY COUNCIL MEETING

Planning – Robert Guillier

Council Members:

TUESDAY, May 21st, 2019

Building Inspector-Jeff Monroe

Jerry Smith

Michelle Roberts

Treasurer – Mike Ulrich

Kristi Bell

Greg Johnson

7:00 PM

Sheriff – Lt. Pledger

MINUTES

Fire Chief – Marc A. Sacco

Attendees: Mayor Cutler, Jerry Smith, Michelle Roberts, Kristi Bell, Chief Sacco, Jeff Holden, Mike Ulrich, Lt. Pledger, Brent Stuart, Abby Stuart, Brett Parke, Terance Lavelly, Dave Boothe, Cory Bruestle, Jon Arends, Donna Sacco, Daniel Combe, Cheryl White and Darinda Wallis

Excused:

MEETING MINUTES:

1. **MEETING CALL TO ORDER:** Mayor Cutler 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 Cutler asked the Council if they had any conflicts of interest with tonight's agenda; there were none.

2. **PUBLIC COMMENT (2 minutes per person):** (00:00:45)

- There were none.

3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD MAY 7TH, 2019:** (00:01:45)

Presenter: Mayor Cutler

- Kristi motioned to approve the City Council meeting minutes for May 7th, 2019.
- Jerry seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion passed.

4. **DISCUSSION/APPOINTMENT OF CITY COUNCIL MEMBER TO SERVE UNTIL JANUARY 1ST, 2020:** (00:03:00)

Presenter: Mayor Cutler

- Mayor Cutler called up Dave Boothe, Brett Parke and Cory Bruestle in that order to introduce themselves to the Council
- The Candidates addressed the following questions with the Council:
 1. Please explain your professional and educational background.
 2. Do you have any local government experience?
 3. In our City, we have minimal staff. A position on the City Council is a working position in which you will be assigned areas of responsibility that you are accountable to the Mayor and citizens of Uintah. You will be required to attend meetings, investigate actions and requests, prepare required reports, make inspections, etc. and to report on your assignments at City Council Meetings.
 4. Do you have any experience in any of the following areas:
 - a. Culinary water, City Planning, Roads, Parks care and maintenance
 - b. Cemetery planning/expansion/inventory of graves/grave location
 - c. Street lights: planning/location/city requirements, Roads: planning/maintenance, Snowplow planning/equipment maintenance
 - d. Railroad relations, Stormwater, Garbage collection/recycling, Public Relations
 - e. Web site design/maintenance
 5. Do you feel that you are in a position to be able to do this work?
 6. How many hours a month would you be able or available for meetings, research, etc., on your areas of responsibility?
 7. What do you feel is the biggest obstacle you will encounter in serving on the City Council?
 8. Any additional information you would like to give that you feel is necessary for the Council to know to make their decision.
- Mayor Cutler stated that the responsibilities of the new Council Member included Planning Commission, parks, buildings, nuisance, emergency preparedness and recreation. He asked each candidate if they were able to fulfil these duties. All candidates answered yes.
- Jerry stated that his preference was Dave Boothe and cited personal reasons for the choice. He said that Dave has served in the day to day operations of the city over many years, and has proven himself a worthy steward. He also pointed out that Dave was formerly on the City Council, and had to resign because of health reasons. After ascertaining that health was no longer an issue, Jerry made a motion to appoint Dave based on the fact that he had previously been voted in by the citizens, and therefore would be the best choice now.
- Kristi stated that we can't go wrong no matter who was chosen, but that she based her decision on different criteria. She was impressed with Brett Parke. She stated that every time there was a need in the city, Brett was willing to volunteer. He is on the water board, Planning Commission and U-day committee. Kristi made a motion to appoint Brett to the position.
- Michelle stated that she came in with an open mind and hadn't yet made a decision. She said that each candidate said something to touch her heart and she felt each brought unique qualifications. She also stated the importance of having a council with diversity in age, gender and belief.
- Mayor Cutler stated that he agreed with Jerry. While all candidates are qualified and we couldn't go wrong by

appointing any one of them; he felt that availability was important. Much of what needs doing in the city, must be done during business hours and having someone who is available during the day was important to him. However, he didn't feel it was appropriate for the mayor to second a motion. Because of that, he stated that since neither motion was seconded, both had failed and asked for a new motion. Michelle motioned that discussion be closed and a vote taken. Jerry seconded the motion. A vote was then taken.

- Jerry voted for Dave Boothe
Michelle voted for Dave Boothe
Mayor Cutler voted for Dave Boothe
Kristi voted for Brett Parke
- The vote was 3-1 in favor of Dave Boothe and Dave was appointed.
- The mayor then encouraged the other candidates to run for office in the Fall because they are both qualified and would be great additions to the city.

5. OATH OF OFFICE FOR NEWLY APPOINTED CITY COUNCIL MEMBER: (00:44:50)

Presenter: Darinda Wallis

- Darinda Wallis administered the oath of office of City Council Member to Dave Boothe

6. TREASURERS REPORT: (01:12:45)

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 April was reviewed.

Jerry asked about item 1259 – Blue stakes. It was explained that we pay a fee for each notification and this was payment for this quarter's notifications. There were no other questions.

Jerry motioned to approve the invoice register for April 1st, 2019 through April 30th, 2019.

Seconded by Kristi.

Mayor Cutler asked if there was any discussion on the motion; there was none.

All in favor; Dave Boothe – yes; Kristi Bell – yes; Michelle Roberts – yes; Jerry Smith – yes; Mayor 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, charges 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 1st, 2019 – April 30th, 2019 was reviewed. There were 3 items.

One was a late fee that turned out to be a bank error, so it was taken off. The second was an adjustment of \$1.53. It was left over from a final billing to a utility customer. We do not have a forwarding address to send the final bill. The third was for a returned check. \$35 was the fee we charged for the returned check, a \$12 late fee was taken off because he had paid on time, and \$46.70 was added back to the account to reverse the payment. Michelle motioned to approve the Transaction Register for the dates of April 1st, 2019 through April 30th, 2019.

Jerry seconded the motion.

Mayor Cutler asked if there was any other discussion on the motion.

There was none. All in favor the motion passed.

Roll call vote: Jerry Smith – yes; Michelle Roberts – yea; Mayor Cutler – yes; Kristi Bell – yes; Dave Boothe - yes.

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 April was reviewed.

There was nothing to discuss.

- Budget: Mike Ulrich reported that as of April 30, revenue accounts are on track or ahead of budget. Michelle asked if Mike thought we would go over on "Building" expenses. He said yes, but they are covered by the revenue brought in. He explained that this is an area where we give an educated guess because we don't know what building permits will be needed. However, the fees we charge for the permits cover our costs. One thing we will need to do is adjust the budget because the expenditures were more than we budgeted for. We also need to adjust "Safety" expenses because of the turnover and double-up in personnel costs. Mayor Cutler asked if there were any areas of concern. Mike stated that there may be some small things, but nothing that stands out. Revenue is strong. We are almost at 100% of the budget through 10 months. Mayor Cutler thanked Mike for his work on behalf of the city.

7. DISCUSSION/APPROVAL ON THE APPROVED BID FROM ADVANCED PAVEMENT FOR SLURRY IN THE CEMETERY; ADDING THE ADDITIONAL CRACK SEAL TO THE CEMETERY ROADS (01:27:10)

Presenter: Jerry Smith

- We had the blacktop at the cemetery slurry sealed, but the cracks were not taken care of. Some cracks are up to an inch wide and we need to seal them to keep moisture out. The company that applied the slurry will honor the bid for crack seal. It will cost \$5544. The money is in the capital improvement fund and can be appropriated, but there needs to be a vote in order to move it.
- Michelle asked if doing the crack seal would mean maintenance of the cemetery would suffer. She was told no, we

originally budgeted for the crack seal, but didn't do it because we wanted to see if the slurry was enough. Doing it now would ensure the surface for many years to come.

- Jerry motioned to approve the crack seal project for the cemetery.
- Michelle seconded the motion.
- Mayor Cutler asked if there was any more discussion on the motion. There was none.
- All in favor. Motion passed.

8. PUBLIC WORKS REPORT: (01:23:30)

Presenter: Jeff Holden

- Jeff asked if the railroad would be cleaning up the mess at the cemetery crossing. It needs to be cleaned up before Memorial Day. Jerry replied that the crew works 7 days on/7 off, and would be back to work on Friday. Jeff stated that Friday wasn't soon enough and he and Scott would clean it up. He also said that he was not given notice of the work and we are lucky that there wasn't a funeral the day they were up there blocking the road. Michelle said she had a contact with the railroad and she would contact them to make sure the road will be open for the weekend.
- We are still waiting on striping bids. He has 2 coming in before the first of the month.

9. FIRE DEPARTMENT REPORT: (01:31:30)

Presenter: Chief Sacco

- Chief Sacco asked if there were any questions on the report he submitted. There were none.
- The fire dept responded to 4 calls during the month of April: cardiac arrest, a fire alarm at the hotel that turned out to be a false alarm, a traffic accident and the mudslide in unincorporated Weber County.
- Staffing: 22 volunteers
- They have restructured management and Chief Sacco will present that next month
- Chief Sacco pointed out that the budget was a little misleading. He appropriated \$17,000 for equipment and it shows that there is \$13,000 left. However, that money was used to pay salaries for the firefighters who fought the Wildland Services fire because he hasn't been reimbursed for that yet. The point is, they haven't bought equipment because he had to use that money to pay salaries, but he wanted the council to know so they didn't see the surplus and cut his budget for next year. Jerry was concerned that what he was doing was a misrepresentation of the budget. It was explained that the budget he referred to was for internal fire dept use only. The official city budget shows salaries from the Wildland Services fire coming out of the same fund that the funds are coming in from. Mayor Cutler stated that he was opposed to our firefighters helping with wildland fires because it messes up the budget and makes it difficult to be transparent with the citizens.
- Chief Sacco stated that much of the equipment has a shelf-life and is very expensive. He is working on a schedule to replace a few items each year in order to avoid a big bill all at once. Michelle suggested that they have a rainy-day fund. It was explained that anything leftover at the end of the year goes back into the general fund, so it would be up to the City Council to appropriate the funds.

10. SHERIFF'S REPORT: (00:46:15)

Presenter: Lt. Pledger

- Lt. Pledger asked if there were any questions on the report he submitted. There were none. He mentioned several incidents that deputies "happened upon" during the last month. These included a drug violation and DUI. They were also called in for several other issues including an unattended death and citizen's complaints. He stated that the point he wanted to make was that several of the things his office dealt with were only taken care of because deputies were in the right place at the right time; and with that introduction, he would turn the time over to Sgt. Lavelly to explain a new citizen volunteer program.
- VIPS Program – Sgt Lavelly began by stating that the sheriff's office utilizes volunteers in many ways. They encourage citizens to be involved and notice what is going on around them. He introduced a new program they are implementing called "Volunteers in Public Service". He explained that the sheriff's office is recruiting and training citizens to patrol their neighborhoods in an effort to deter crime. They have a vehicle dedicated to this purpose that is available or cities can purchase their own. Volunteers will be asked for about 8 hours per month. The goal is to have enough volunteers (10-20) to create a "precinct" in the Uintah/Uintah Highlands area. The program will free officers to concentrate on more serious problems like traffic violations and burglaries, etc; and lessen the burden on taxpayers. Michelle asked about costs to the city. Sgt Lavelly stated that as of now, there was no cost. The sheriff's dept. will pay to train volunteers, donate the vehicle, and pay for the gas and insurance necessary to operate it. Sgt. Lavelly left handouts and stated that volunteers can download an application from the website. Applicants must be over 21 and pass drug and background tests.
- Mayor Cutler encouraged Sgt Lavelly to put something about it in our next newsletter. Jerry suggested they have someone at U-day with the truck and information for citizens to learn more about it. Kristi inquired about having VIPS help monitor the fun run on U-day also. It was agreed that all these things would be beneficial for both the sheriff's office and the city.

11. COUNCIL COMMENTS TO PUBLIC COMMENTS: (01:57:30)

- There were none.

12. COUNCIL REPORTS: (01:57:40)

- Mayor Cutler stated that balancing the budget was an eye-opening experience and he thanked Darinda and Mike for all their work in helping to prepare it. A balanced budget was sent out to all department heads. He also commented that we needed a better plan for incoming revenue. We've focused on getting commercial businesses into the city and then found that we only receive 1% of sales tax revenue. Other cities are increasing property taxes by at least the cost of living every year and their citizens accept it. Small increases make more sense than a big tax hike every 5 years.

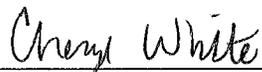
13. MEETING ADJOURNMENT: (02:02:10)

Kristi motioned to adjourn the meeting.

Seconded by Jerry.

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

APPROVED by City Council this 4th day of June, 2019.



Cheryl White, Deputy City Recorder