

# UINTAH CITY



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Office Hours M-W 9:00-5:00 Th-F 9:00-1:00

Mayor Gordon Cutler

Council Members:

Jerry Smith

Michelle Roberts

Kristi Bell

Dave Boothe

## UINTAH CITY COUNCIL MEETING

TUESDAY September 21<sup>st</sup>, 2021

7:00 PM

### MINUTES

Planning – Robert Guiller

Building Inspector-Jeff Monroe

Treasurer – Mike Ulrich

Sheriff – Lt. Ryan

Fire Chief – Paul Sullivan

Attendees: Mayor Cutler, Dave Boothe, Kristi Bell, Michelle Roberts, Jerry Smith, Jolene Sturzenegger, Corp. Chet Showalter, Jeff Holden, Mike Ulrich, Dan Combe

## MEETING MINUTES:

1. **MEETING CALL TO ORDER:** Mayor Cutler called the meeting to order for September 21<sup>st</sup>, 2021.  
**PLEDGE OF ALLEGIANCE:** Led by Mayor Cutler.  
**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):** (00:01:57)
  - Dan Combe, owner of Valley Nursery, wished to express a compliment to Weber Fire District in his recent interaction with them, as the inspection of his property was done for business purposes. Dan also expressed his appreciation to the Weber County Sheriff's office, as he recently needed their assistance with a trespassing problem/issue at Valley Nursery.
3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD SEPTEMBER 7<sup>TH</sup>, 2021:** (00:07:07)  
Presenter: Mayor Cutler
  - Kristi Bell stated that there were a few corrections she needed in the original minutes, but that they are already reflected in these minutes.
  - Michelle Roberts motioned to approve the City Council Meeting minutes for September 7<sup>th</sup>, 2021, as written.
  - Kristi Bell seconded the motion.
  - Mayor Cutler asked if there was any discussion on the motion; there were none.
  - All in favor; the motion passed.
4. **TREASURERS REPORT:** (00:07:42)  
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 August 2021 was reviewed. Jerry Smith asked why the City pays for the Judge's signature stamp; Mike advised the City pays for it because Judge Olds is the Uintah Judge as this time and the stamp is needed as court is being done by video due to COVID. Jerry inquired as to how the City is compensated for that, and Mike advised that the funds for this would come from fines through the Court.  
Dave Boothe motioned to approve the invoice register for August 1<sup>st</sup>, 2021 through August 31<sup>st</sup>, 2021.  
Motion seconded by Jerry Smith.  
Mayor Cutler asked if there was any discussion on the motion; there were none.  
All in favor; Dave Boothe – yes; Kristi Bell – yes; Mayor Cutler – yes; Jerry Smith – yes; Michelle Roberts – 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, or late fees removed. These changes to accounts are reviewed and approved by the Council, as directed by the State and our City Auditor, to stay in compliance with the laws of the State Financial Code.  
The transaction register for the period of August 1<sup>st</sup>, 2021 through August 31<sup>st</sup>, 2021 had two entries. Mike explained that there was an adjustment in water usage that had to be corrected (and made no changes in money amounts) due to a meter reading incorrectly. A second item that appeared on this report, was an adjustment in how payments were applied to the two Bell Photo accounts – they were backwards and had to be credited small amounts.  
Michelle Roberts motioned to approve the transaction register for the month of August 2021.

Motion seconded by Jerry Smith.

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

All in favor; Dave Boothe – yes; Kristi Bell – yes; Mayor Cutler – yes; Jerry Smith – yes; Michelle Roberts – 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, charges reduced or added, or late fees removed. These changes to accounts are reviewed and approved by the Council as directed by the State and our City Auditor, to stay in compliance with the laws of the State Financial Code. The Transaction Reversal Report for August 2021 was reviewed. There were no entries for August 2021.

**d. Budget:**

Mike Ulrich advised that the City is two months into the new budget, and he pointed out a few items that caught his attention as he reviewed the budget earlier: 1) Mike asked the Council to look at page 5 of the budget, under Fire, there should not be anything in Salaries and Wages or Employee Benefits; 2) Mike asked the Council to look at Professional & Technical under Fire as well. This \$6750.00 is the first half of the annual EMS agreement, and explained that there will be another half in this amount coming through this budget. Mike advised the Council that he will research on these items.

Next, Mike pointed out that training expenses may be coming in more than what was budgeted due to having new employees that are requiring more training; this is just something that is a possibility, and may require future adjustments.

**5. DISCUSSION/ACTION ON A BUILDING MORATORIUM EXTENSION ORDINANCE NO. 266-21: (00:21:58)**

Presenter: Kristi Bell

- Kristi Bell explained that the City is at the six-month mark of the prior building moratorium, and that there have been no significant changes in the City's position since the moratorium was last extended; however, Kristi expressed that there is progress being made.
- Kristi explained that funding/grant applications for the water tank(s) has been submitted and the ground work is done as well; the engineering is being worked on right now on the final design of the tank(s), and as soon as that is done, and the City is answered back on funding and grants, the hopes are that the construction on the tank(s) can be put out for bid in January or February of 2022.
- Kristi advised the Council that the recommendation from the City Engineer and herself, is that the building moratorium stay in place at this time, and be reviewed again in six months.
- Kristi Bell motioned to extend the Building Moratorium Ordinance No. 266-21.
- Michelle Roberts seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; Dave Boothe – yes; Kristi Bell – yes; Mayor Cutler – yes; Jerry Smith – yes; Michelle Roberts – yes.
- The motion passed

**6. DISCUSSION/APPROVAL TO PURCHASE/COMPLETE NEW FENCING AT UTAH CITY CEMETERY (3 BIDS): (00:26:55)**

Presenter: Jerry Smith/Jeff Holden

- Jerry Smith explained that these bids are to complete the North and South sides of the Cemetery fencing.
- Jerry Smith and Jeff Holden reviewed three bids with the Council; all bids are for the same size and type of fencing.
- Michelle Roberts asked what the pro was for doing this now; Jeff advised that materials are continually going up and are becoming increasingly hard to obtain.
- Jerry referred to the cemetery budget, and advised that now is a good time to do the fencing; there is money in the budget.
- Jeff Holden reminded the Council that the East side fencing was recently done by volunteers.
- Kristi Bell asked about the West side; Jerry Smith stated the West side will be decided on at a later date, due to using the land there for another possible use in the future, such as a site for a water tank.
- Jerry Smith motioned to approve the Pro-Link Fence Company bid of \$16,876.78, for replacement of the barbed-wire fence on the North and South side sections of the Utah Cemetery.
- Dave Boothe seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there were none.
- All in favor; Dave Boothe – yes; Kristi Bell – yes; Mayor Cutler – yes; Jerry Smith – yes; Michelle Roberts – yes.
- The motion passed.

**7. PUBLIC WORKS REPORT: (00:38:00)**

Presenter: Jeff Holden

- Jeff reported that there is a funeral coming up.
- Jeff stated that he does not foresee any other big purchases coming up for the cemetery.
- Jeff spoke about the water department; water samples are all caught up and the new meter reader was used to read meters for the last billing cycle, and Jeff stated he really liked it.

- Jeff advised there was a water audit done today with the Division of Drinking Water and it went great; the field inspection was good and Uintah received no points this year.
- Kristi Bell wanted to point out what a great job Jeff has done to make this water audit a success.
- Jeff advised that Cottonwood Estates was sent a letter advising that the water meter is going to be changed out soon.
- Michelle Roberts asked if the road, 6850, was done; Jeff advised this will be done late September/October, when temperatures drop cooler.
- Jeff advised that the road in Aaron Stuart's property/development is almost ready for asphalt.

8. **SHERIFF'S REPORT:** (00:46:06)

Presenter: Lt. Ryan

- Lt. Ryan was not present; report will be given next month.

9. **COUNCIL COMMENTS TO PUBLIC COMMENTS:** (00:46:26)

- Mayor Cutler thanked Dan Combe for his attendance at City Council tonight and his comments regarding the Fire Department and Sheriff's Office, and thanked him for volunteering on Planning Commission and for what he does for Uintah City.
- Council Members Kristi Bell and Michelle Roberts both expressed appreciation to hear positive comments in regards to Public Safety.

10. **COUNCIL REPORTS:** (00:47:30)

- Kristi Bell advised the Council that she received an email from Alli Isom, who is coming to Uintah at 9 a.m. on Oct. 1<sup>st</sup>, to learn about Uintah; Alli is in the Senate race.
- Kristi Bell advised that Uintah did receive a \$40,000.00 planning grant, and that she also passed the cross connection exam!!
- Jerry Smith advised the Council that he spoke to Nathan Anderson about the leaning poles regarding the railroad, and Jerry was told who to contact.
- Mayor Cutler advised everyone about the meeting at the fire station on this Thursday, September 23<sup>rd</sup>, at 6:30 p.m. This meeting is put on by Rick Cooper and will be information about a grant he has been able to obtain to help clean the Weber River as it runs through Uintah, as well as other useful fire information.
- Mayor Cutler advised the Council of the need to update to Microsoft Office 365 as Les Olson attempted to install the new court computer yesterday and could not because of old, outdated software.

11. **MEETING ADJOURNMENT:** (01:02:13)

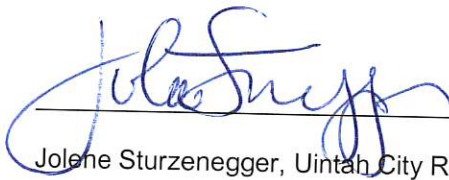
Michelle Roberts motioned to adjourn the meeting.

Motion seconded by Kristi Bell.

All in favor; the motion passed.

The meeting was adjourned.

APPROVED by City Council this 5<sup>th</sup> day of October 2021.



Jolene Sturzenegger, Uintah City Recorder