

Mayor Gordon Cutler

UINTAH CITY COUNCIL MEETING

Planning – Tim Petty

Council Members:

TUESDAY, October 16th, 2018

Building Inspector-Jeff Monroe

Jerry Smith

Michelle Roberts

7:00 PM

Treasurer – Mike Ulrich

Kristi Bell

Greg Johnson

MINUTES

Sheriff – Lt. Pledger

Fire Chief – Marc A. Sacco

Attendees: Mayor Cutler, Jerry Smith, Michelle Roberts, Greg Johnson, Kristi Bell, Mike Ulrich, Jeff Holden, Chief Sacco, Donna Sacco, Danielle Bird, Bret Bowdich, Matt Trenery, Micah Culwell, Casey Christiansen, K. Stuart, Lt. Pledger and Darinda Wallis

MEETING MINUTES:

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

PLEDGE OF ALLEGIANCE: Led by Kristi Bell

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 was none.

2. **PUBLIC COMMENT (2 minutes per person):** (00:00:55)

- There was none.

3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD OCTOBER 2ND, 2018:** (00:01:23)

Presenter: Mayor Cutler

- Kristi Bell motioned to approve the City Council work session minutes for October 2nd, 2018.
- Jerry Smith seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion passed.
- Jerry Smith motioned to approve the City Council meeting minutes for October 2nd, 2018.
- Greg Johnson seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion passed.

4. **TREASURERS REPORT:** (00:01:23)

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 September was reviewed.

Kristi Bell motioned to approve the invoice register for September 1st, 2018 through September 30th, 2018.

Seconded by Jerry Smith

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

All in favor; Jerry Smith – yes; Michelle Roberts – yep; Kristi Bell – yes; Greg Johnson – 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, 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 September 1st, 2018 – September 30th, 2018 was reviewed. There were no transactions; no action required.

- 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 September was blank, no action required.

- d. Budget:

Mike Ulrich explained that we are 25% of the way through the budget. He reported that he usually

allocates the payroll amounts into the enterprise funds on a quarterly basis and has not had the time to do this yet this quarter. He thanked Kristi Bell for bringing it to his attention. Mike reviewed the budget with the Council and remarked that the budget looks good.

5. DISCUSSION/ACTION ON THE UINTAH SPRINGS BUSINESS PARK FINAL ACCEPTANCE AND RELEASE OF THE TEN PERCENT GUARANTEE ESCROW: (00:06:34)

Presenter: Mayor Cutler/Mike Ulrich

- The Uintah Springs Business Park final acceptance inspection was completed by our City Engineer and Jeff Holden. It was determined that the seal coat needs to be placed on the asphalt roadway and the storm water swells need to be repaired along the edge of the roadway.
- The estimated cost for these are as follows:
 - Seal coat 2,386 s.y. @ \$2.00 = \$4,772.00
 - Swell repair 200 l.f. @ \$4.00 = \$800.00
 - Total = \$5,572.00
 - Allowing a release from the escrow account of \$27, 972.72
- Michelle Roberts motioned to release \$27,972.72 from the escrow account as recommended by our City Engineers.
- Greg Johnson seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; Jerry Smith – yes; Michelle Roberts – yep; Kristi Bell – yes; Greg Johnson – yes; Mayor Cutler – yes.
- The motion passed.
- Mike Ulrich reported that we will release the \$27,972.72 from the PTIF fund we created for the escrow and keep the remaining in the account. Mike stated that the PTIF account has been earning 2.5% to 3% interest, which will be paid to Uintah Springs Business Park.

6. FIRE DEPARTMENT REPORT: (00:12:35)

Presenter: Chief Sacco

- Chief Sacco
 - Chief Sacco performed the Badging Ceremony for Micah Culwell and welcomed him to the department.
 - Chief Sacco excused the firefighters to return to their training meeting.
- Chief Sacco reported that this past month they let four firefighters go and that they had six on the waiting list. Mayor Cutler asked if they were given a written or verbal termination. Chief Sacco stated that he tries to do both. Mayor Cutler stated that there should be written department policy and that as long as we are following those policies we should be consistent with our actions.
- Chief Sacco reported that they have not had their non-scheduled ISO inspection yet.
- They have completed their annual hose testing and the department does not have the appliance needed to test the larger supply hose. Chief Sacco stated that he was going to look into the cost of the appliance so that they could complete the testing. Greg Johnson asked if it was possible to share or borrow the appliance from another department. Chief Sacco stated that if the cost is not too much and because we will need it on an annual basis we might as well have one. The Council asked the Chief to do his research on the cost and the possibility of borrowing, or sharing first.
- Chief Sacco reported that he will be sending some of his department to the January Fire School and that this expense has been budgeted in education and training account.
- Chief Sacco wanted to plant the seed with the Council that he would like to start a plan for vehicle upgrades and replacements. We have four vehicles and for example Engine 91 to replace new is somewhere around \$700,000. The Council discussed with the Chief that we should be saving into the Capital Facilities Fund for equipment and vehicles. Michelle Roberts stated that this has been discussed with the \$5,000 that was in the budget for grant matches and being used even if we didn't get the grants. Chief Sacco stated that as a community we need to start planning to replace and refurbish. They should be replaced every ten years and ours is going on eighteen years, granted ours is gently used.
- Mayor Cutler asked if Chief 91 is used as a response vehicle (page 17 of the report). Chief Sacco stated that it was his personal vehicle. Mayor Cutler asked to visit with the Chief about this after the Council meeting.
- Mayor Cutler stated that budget talks are right around the corner and we have a lot to plan and talk about with having to build the two additional water tanks for public safety and future growth.
- Kristi Bell asked the Chief to conserve water for training. She stated that we are getting close to our limits and has asked the entire City to conserve.
- The Council thanked Chief Sacco and asked him to thank his department as well for their service to our community.

7. PUBLIC WORKS REPORT: (00:41:37)

Presenter: Jeff Holden

- Jeff reported they had a water main break this past weekend and that they got to it fast. It was on the west end of 6600 S. Weber Basin was in the PRV pit earlier and it could have been caused by pressure surge. Jeff reported that only three home were affected with the outage as they repaired the leak and he hasn't seen the invoice for expenses yet.
- Jeff reported that we are going to have a State water audit on October 30th. They will inspect our tanks and water records. This is a routine audit that is conducted every two to three years.
- Jeff reported that he replaced four more water meters today as part of his ongoing maintenance and replacement plan.
- Jeff reported that he has all the equipment ready for snow removal.
- We have had three burials this past weekend and one scheduled again for this Saturday. Mayor Dean Fernelius passed away this morning. Mayor Cutler asked that flowers be sent from the City for the service.
- Jerry Smith stated that the cemetery looks beautiful and thanked Jeff and Scott for all their hard work. There will be a cemetery meeting to discuss regulations on October 29th after staff meeting.

8. SHERIFF'S REPORT: (00:50:00)

Presenter: Lt. Pledger

- Lt. Pledger asked the Council if they had questions regarding his report. He advised that the numbers are consistent with the majority being speed enforcement issues.
- Michelle Roberts asked if there was anything we can do on our end in regards to the complaint we received about speeders on 6650 S. Lt. Pledger responded that he has his deputies monitoring the issue and his Sergeant has spoken with the complainant so that they are aware that we are working on the problem.
- Lt. Pledger announced that since the new Sheriff is running un-opposed in the upcoming election, he has started working now and has hired his Chief Officers. Brandon Roundy was hired as Sheriff Ryan Arbon's Enforcement Chief and Aaron Perry will be his Corrections Chief. Lt. Pledger reported that he is unsure how this will affect his position with serving us and will keep us posted. Lt. Pledger stated that he will bring them and introduce them to the Council as soon as possible.
- Lt. Pledger reported that he did reach out to Laura Burton about a second QPR class. She was honored and would be happy to come back and offer another class for our City. She stated that there is not a step two, but she would be happy to customize a second class for our community if requested.
- The Council thanked Lt. Pledger for his service to our community and his timely responses to our requests.

9. COUNCIL COMMENTS TO PUBLIC COMMENTS: (00:58:29)

- None

10. COUNCIL REPORTS: (00:58:37)

- It was discussed that our next City Council meeting on November 6th is General Elections and that we will need to cancel our meeting.
- Greg Johnson motioned to cancel our regular scheduled City Council meeting for Tuesday November 6th, 2018 due to the General Elections.
- Kristi Bell seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- The motion passed.

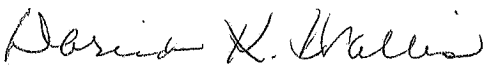
11. MEETING ADJOURNMENT: (01:00:50)

Greg Johnson motioned to adjourn the meeting.

Seconded by Michelle Roberts

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

APPROVED by City Council this 20nd day of November, 2018.



DARINDA K. WALLIS, City Recorder