

Mayor Gordon Cutler

UINTAH CITY COUNCIL MEETING

Planning – Robert Guiller

Council Members:

TUESDAY, October 20th, 2020

Building Inspector-Jeff Monroe

Jerry Smith

Michelle Roberts

7:00 PM

Treasurer – Mike Ulrich

Kristi Bell

Dave Boothe

MINUTES

Sheriff – Lt. Butler

Fire Chief –

Attendees: Mayor Cutler, Dave Boothe, Kristi Bell, Jerry Smith, Michelle Roberts, Mike Ulrich, Jolene Sturzenegger, Jeff Holden, Marc Sacco, Brent Butler, Mike Marz, Kris Stuart, David Yonan

MEETING MINUTES:

1. **MEETING CALL TO ORDER:** Mayor Cutler called the meeting to order for October 20th, 2020.

PLEDGE OF ALLEGIANCE: Led by Dave Boothe.

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. Kristi Bell spoke and stated that when the Council discusses number five on the agenda, that may be a conflict for her. She stated that the Water Manager position would be a position that she would be interested in, but would excuse herself from the discussion at that time, if that is what the Council would like.

2. **PUBLIC COMMENT (2 minutes per person):** (00:01:40)

- None

3. **APPROVAL OF CITY COUNCIL MEETING MINUTES HELD October 6th, 2020:** (00:01:48)

Presenter: Mayor Cutler

- Mayor Cutler stated that there was a lot in this set of minutes, and that there were some corrections/additions that were previously made, as the Council reviewed them prior to this meeting.
- Jerry Smith motioned to approve the City Council meeting minutes, to include the Public Hearing minutes, for October 6th, 2020.
- Michelle Roberts 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:** (00:02:30)

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 2020 was reviewed.

Kristi Bell motioned to approve the invoice register for September 2020.

Seconded by Michelle Roberts.

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.

- 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 auditor to stay in compliance with the laws of the state financial code.

The transaction register for the period of September 1st, 2020 through September 30th, 2020 was reviewed.

There were no entries that had been made on this month's register, so no motion to approve was needed.

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 auditor to stay in compliance with the laws of the state financial code.

The Transaction Reversal Report for September 2020 was reviewed.

There was no motion made to approve the transaction reversal report for the period of September 1st 2020 through September 30th, because there were no transactions for that time frame.

d. Budget:

Mike Ulrich reported that we are now a quarter of the way through the current budget.

Michelle Roberts asked if there should be concern with the Administrative Expense being at 43%, and Mike explained that it is not a concern at this time because there are a lot of one time/annual fees/subscriptions/etc. that are paid at the first of the fiscal year; this is at a normal percentage for now. Mike also pointed out that the unexpected CARES money that came in and out this year, makes the budget look a little different, but that is a "wash."

Mike reported that on the last page of the budget, it shows that 200.00 was spent for the Weber Co. Storm Water Coalition; this was an error from something that was miscoded and has now been corrected to the Storm Water Fund.

5. **DISCUSSION/APPROVAL ON WATER MANAGER POSITION APPOINTMENT: (00:08:05)**

Presenter: Mayor Cutler

- Mayor Cutler explained that when the budget was prepared for this fiscal year 2020-2021, discussion on this position took place because of all the work that goes into water for Uintah City. The discussion tonight is to determine if it is time to open this position.
- Kristi Bell asked to explain the need for this, as she has been the council member working with/over the water department.
- Kristi explained that in the past, the Water Manager was a full-time job that paid over 30K; over the last few years however, duties have been juggled and absorbed by various staff, and staff has expressed feeling overwhelmed by taking on these additional tasks. Kristi provided a list of several of these tasks. Kristi stated these tasks have added on an average of 7-10 hours of work that are in addition to other council meetings and responsibilities. Kristi expressed that some of the benefits to having an appointed Water Manager again would be that there would be a constant manager, rather than continually changing as council changes; projects would be better managed with less change; and there would be consistency for the staff, and especially for the citizens, in regards to the water department. Kristi stated that she has spoken to Jeff and Darinda regarding this as well and that they thought the water department should be structured in three ways; with a Water Manager position, Public Works, and a Utility Clerk – with defined duties under each job title. Kristi advised that the funding for this position would come from the water fund and not the general fund, and that there is money there for it. Kristi stated again that she felt this was important to discuss, as she has seen the need to restructure the water department, having been over it as part of her duties on Council.
- Michelle Roberts thanked Kristi for all of her hard work and acknowledged that there is a lot of work that goes into water, and she feels that the Water Department needs this position.
- Mayor Cutler explained how grants were handled in the past, and how it did not work the best.
- Jerry Smith asked Kristi Bell if this position is something Kristi would be interested in doing, and she expressed that it would be, as she is currently doing it now. The Council together discussed how there would have to be a kind of checks and balances system with having Kristi fill that position. Kristi stated that with these new projects started, they could take 5-10 years to complete and she feels that regardless of who is appointed to the Water Manager position, this position will be beneficial to help insure that these projects are not forgotten.
- The Council asked for Jeff Holden's opinion as he is over Public Works and has managed many water issues for Uintah City. Jeff stated that he agrees with all the concerns and thoughts presented in this discussion, but he would like to add that utility billing might also be beneficial for the Water Manager to do, as all the reports on water are done through that program in Caselle.
- Mayor Cutler asked if there was any more discussion on this. There were questions about compensation and also, how this position needs to be posted. Mayor Cutler advised that for tonight, this action is just to discuss and approve or disapprove this position being opened; if approved it may be advertised, but there is a strong candidate in-house. Jerry Smith asked about compensating Kristi for her hours rather than hiring a new person, and the Mayor advised that is not allowed. Michelle Roberts stated that even if that were an option, if Kristi was not re-elected, then the City would again be in the same position of having to train a new person to head the water department. Dave Boothe agreed with Michelle's thoughts.

- Michelle Roberts motioned to approve opening a Water Manager position for Uintah City.
- Dave Boothe seconded the motion.
- Mayor Cutler asked if there was any discussion on the motion; there was none.
- All in favor; the motion passed.

6. PUBLIC WORKS REPORT: (00:42:12)

Presenter: Jeff Holden

- Jeff Holden said that he would like to put together something to thank South Ogden (the Mayor and Garth with Public Works) for the use of their shredder in the aftermath of the September 8th windstorm.
- Jeff met with Matt at the Bybee Tank and they went over all of the lines for Uintah City, Uintah Highlands, and Weber Basin Water; this includes water, sewer, everything – so that Matt knows where everything is. The easement issue with Dixon Pitcher was also taken care of.
- Jeff advised that he is starting to service the tractors and lawn mowers for the end of summer and will start preparing for snow now.
- Michelle Roberts asked Jeff if there were any issues with roads. Jeff responded that most of the potholes were taken care of prior, but to let him know if there are issues. Overlay was approved prior and will be done in the coming Spring.
- Jerry Smith asked Jeff if the Cottonwood project will close the road; Jeff advised it will not close, but will be down to one lane. Jeff advised the project is now scheduled to start on Oct. 29th.

7. FIRE DEPARTMENT REPORT: (00:45:42)

Presenter: Deputy Chief Mike Marz

- Deputy Chief Mike Marz asked the Council if there were any questions on the report that was submitted.
- Mayor Cutler asked Marc Sacco about the fire inspections mentioned in the report, and if there was a plan or something that the office needed to do to help get those inspections done. Marc responded that he has tried for years with these inspections and that the City just lets everything slide. Marc explained the process of inspections and the discussion was left at that.
- Mayor Cutler stated that he had no further questions, but that he is working on concerns from Uintah Fire. He stated that there is a discussion of having a town hall/open house type of meeting on Oct. 28th, where all involved can talk back and forth regarding Uintah Fire and the topic of annexation into Weber Fire District. The Mayor advised that details are being discussed still due to the changes in COVID, and being mindful to follow recommendations regarding gatherings.
- Kristi Bell asked Mike Marz if there have been any more volunteers for the Uintah Fire Department, after the Public Hearing took place on Oct. 6th. Mike responded that there were not. A lengthy discussion began with the Council, members of the Uintah Fire Department, and attendees; concerns and issues were addressed in regards to the Public Hearing, as well as thoughts on moving forward.
- Mayor Cutler thanked all for their comments, and for Mike Marz and all that he has done for the Uintah Fire Department; and all agreed that the hope is to come out of this decision with no bad feelings. The council expressed their appreciation for Uintah Fire.

8. SHERIFF'S REPORT: (01:28:05)

Presenter: Lt. Butler

- Lt. Butler reported that for the month of September 2020, Uintah had five burglaries of trailer and/or sheds; there were also several vehicle burglaries and three accidents.
- Lt. Butler reported that there have been speeding and stop sign violations.
- Lt. Butler suggested that it may be a good idea to remind people to keep their cars and sheds locked, not leave their cars running unattended, to keep their garage doors shut, and to not leave firearms in their vehicles as there has been a definite increase in non-residential burglaries in all of Weber County; it was discussed to put this reminder in the newsletter.
- Lt. Butler advised that the Sheriff's Office is starting a unit to deal with hot areas and/or issues, and that overall staffing is good with the Sheriff's Office.

9. COUNCIL COMMENTS TO PUBLIC COMMENTS: (01:45:42)

- None

10. COUNCIL REPORTS: (01:45:55)

- None

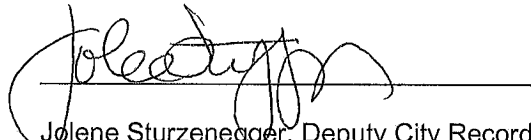
11. MEETING ADJOURNMENT: (01:46:05)

Jerry Smith motioned to adjourn the meeting.

Seconded by Dave Boothe.

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

APPROVED by City Council this 17th, day of November, 2020.



Jolene Sturzenegger, Deputy City Recorder