

KANARRAVILLE TOWN CORPORATION

40 South Main Street, HC 65 Box 148

Kanarraville UT 84742

(435) 867-1852

Town Board Meeting

February 8, 2024, 6:30 pm

GUESTS PRESENT AT THE MEETING: Kevin Bechtol, Kim Ward, Mike Carpenter, Kevin Smedley with Five County Associations of Governments

1. CALL TO ORDER: Mayor Gould opened the meeting.

2. PLEDGE OF ALLEGIANCE: Councilor Allred led the Pledge of Allegiance.

3. ROLL CALL:

 Councilor Brandon Jonsson Here

 Councilor Tyler Allred Here

 Councilor Stoney Shugart Absent

 Councilor Thayne Williams Absent

 Mayor Betty Gould Here

4. DISCLOSURES AND DECLARATIONS OF CONFLICT OF INTEREST: None.

5. APPROVAL OF MINUTES FROM 1-11-24 AND 1-25-24: Mayor Gould asked if there were any changes to the Minutes. Councilor Jonsson stated that he was listed as present at the 1/25/24 meeting but he was absent. Councilor Allred moved to approve the Minutes from the meetings stated above with the change by Councilor Jonsson. Councilor Jonsson seconded the motion. All were in favor.

6. OFFICER/MEMBER REPORTS:

 a. Brandon Jonsson - Tank cleaning and water reports: Councilor Jonsson said the water tests are good. He said they have also done the testing on well #3 and sent those in. He contacted Midco for the tank cleaning. He has given their proposal to the board. He asked the board how they felt about the proposal from Midco. They are the SCUBA divers who do tank cleaning. The board feels that the price is fair for Midco. Councilor Jonsson signed the proposals and told Heidi Loveland to schedule a spring appointment.

 b. Holly Hadley - Falls Report: Holly Hadley referred the board to the financial report she provided and asked if they had any questions. There were none. Hadley stated that we received the full amount of grant money we asked for from Iron County. All they asked was for some acknowledgement. Hadley thinks a plaque at the ladder would be appropriate. Hadley said she is trying to line up the helicopter for

the new ladder drops. Councilor Allred told her to call Mike Bauer at SUU and provided Hadley with his phone number. He stated that his hourly rate was $1,500 per hour. Councilor Allred thinks he can get Mike to donate his work for free. Hadley said we are looking at 6 drops total, four bringing in the new ladder and 2 bringing out the old ladder. Councilor Allred said he could bring in one piece and take out another piece in the same trip. Hadley said for the budget she will plan for an hour per drop at $1,500 per drop. Councilor Jonsson said to estimate high rather than low.

Holly Hadley said she is opening the kiosk at the start of March. She needs to re-do the rack cards and envelopes for donations for the hikers and it is going to go over budget. She asked if she could get on the agenda for next time to approve the new rack cards and envelopes. Hadley estimated the cost to be about $800. Councilor Allred said to go ahead and order them so we don’t waste time and we can approve it at the next meeting. Councilor Allred moved to put money for rack cards and envelopes on the agenda for March. Councilor Jonsson seconded the motion. All were in favor.

Holly Hadley said she will be having her orientation party for the kiosk operators this month.

 c. Heidi Loveland - Budget and Expenditures, Transient Tax Update, Complaints about Post Office: Heidi Loveland asked if the board had any questions on the expenditures. There were none. Loveland drew the board’s attention to the gas bills and said they are higher since we’ve been using more of the Town Hall and talked about the utilities at the fire station/post office.

Mayor Gould asked for a motion to approve the expenditures for the month. Councilor Jonsson moved to approve the expenditures. Councilor Allred seconded the motion. All were in favor.

Heidi Loveland reported that we are not yet receiving transient taxes. Everything is in place with the state but so far, we have not received any money. Councilor Allred recommended calling the county auditor, Mr. Little. Councilor Jonsson said he can see three businesses that should be paying transient tax. Mayor Gould thinks all Airbnb’s should be paying. Councilor Jonsson agreed. He would not be opposed to sending something out to offenders and add that they should also have a business license. Loveland said she would talk to Mr. Little at the county. Loveland asked the board how they wanted to enforce the payment of business licenses and required taxes. Through a letter? Put fines in place? Councilor Jonsson suggested putting a stiff fine in place. Loveland asked the board if they would like to see this item on a future agenda to discuss further. Councilor Jonsson moved to put transient tax code enforcement on the February 22, 2024 agenda. Councilor Allred seconded the motion. All were in favor.

Heidi Loveland said she has received a lot of complaints about the post office. Paint has been spilled in the post office that hasn’t been cleaned up and Melissa is sending Loveland and John texts to come and fix things. Councilor Jonsson asked if we had a contract with them. Loveland said there isn’t one. Councilor Jonsson said they must have a contract with the postmaster. Councilor Allred said in the past, the Town Board approved no rent because the pay for the contract was so low. Mayor Gould suggested reevaluating rent as the situation has changed. She stated that she too had received several complaints about the way the post office is being run. Councilor Allred said all the complaints should go to the Cedar City postmaster. All we are doing is providing a building which they don’t have to pay rent for. Loveland asked the board if she should keep providing maintenance for the post office as needed. Councilor Jonsson said we need to keep up the building. Loveland said as part of our agreement with the church the Town Hall needs to be maintained. We need to get permission from them for big changes or updates, but it is our responsibility to keep up the building and yard. She suggested a similar agreement with the post office. Kim Ward said the post office used to pay rent. Loveland asked if the board would like to see this item on a future agenda. Councilor Jonsson asked what would be included in the contract. Loveland suggested that it outline in detail what was expected from each party. Councilor Jonsson asked what the complaints were. Loveland said customer service, missing or delayed mail, opened mail, building cleanliness, times post office is open, and there is no contact information. They don’t want anyone calling their cell phones or coming to their home. Councilor Jonsson said that is for the postmaster in Cedar City to deal with. Loveland suggested clarifying some of these issues in the lease agreement. Mayor Gould agreed.

Councilor Jonsson moved to have Heidi Loveland draw up a lease agreement that covers some of these issues and then put it on the next agenda for Town Board. Councilor Allred seconded the motion. All were in favor.

7. STANDING COMMITTEE REPORT: Kim Ward reported that the Planning Commission had the Public Hearing for the town General Plan. She thanked Heidi Loveland and Kevin Smedley for their work on the plan.

8. PUBLIC FORUM: None.

9. TOWN HALL REPAIRS LIST - PROPOSED LETTER FOR CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS TO RENEW LEASE: Heidi Loveland reviewed the suggested repairs she emailed to the board. Some of the repairs listed need the church’s permission to proceed. Loveland talked to Jason Killian with the Church of Jesus Christ of Latter-day Saints. He asked that all requests be listed in a letter and emailed to him. Loveland asked the board what they wanted her to include in the letter. Do they want to ask for another long-term lease? Ask about an option to buy? Mayor Gould and Councilor Allred liked the idea of a lease to buy option. Mayor Gould said the building is historical and sentimental. Councilor Jonsson said he would be against lease to own because of the money we would have to put into it to keep it up. It would be cheaper to build something new. He would favor a long-term lease. Loveland said she spoke with Chris Archibald about the ADA requirements for Town Hall if we started changing things. Archibald spoke with Terry Palmer at the county, and he said if it doesn’t need a building permit, then we would not need to do extensive ADA modifications. If the changes require a building permit (electrical, plumbing, changing footprint of building), then yes. Loveland suggested asking about a long-term lease (50 years) and making minor repairs. The Town Board told Loveland to go ahead and draft a letter to the church asking about a long-term lease, and their plans for the building. Loveland said she would like to get the letter out ASAP as that will help us with future budgeting.

Councilor Jonsson moved to have Heidi Loveland proceed with a letter to The Church of Jesus Christ of Latter-Day Saints to ask about a long-term lease with all the options laid out in the repair worksheet. Councilor Allred seconded the motion, and all were in favor.

10. GENERAL PLAN UPDATE - KEVIN SMEDLEY WITH FIVE COUNTY ASSOCIATIONS OF GOVERNMENTS: Kevin Smedley with Five County Associations of Governments addressed the board and said for the past year he has been working with the Planning & Zoning Commission to update the General Plan. He referred to the new General Plan and read the vision statement. The plan covers several topics. The goal maintains the type of rural feeling in the town already. The plan is focused on future planning and maintaining the current standard for residents.

Kevin Smedley said the General Plan is not a code, but policy, it helps inform with goals and policies. The Land Use section is required by Utah State Law. On page 7 it lays out the policies which are designed to enhance and maintain qualities found in rural residential areas that pertain to private agricultural use. Then there are goals that pertain to lot size and creating a sense of neighborhood and providing for growth within the town rather than annexing and preserving the agricultural goals around the community. Under growth potential we said the goal is to remain the same size as it is now, but that can change at any time.

Kevin Smedley referred the board to the traffic circulation and transportation section of the General Plan and stated that most of that section is related to what is already here and maintaining those roads and keeping them safe.

Kevin Smedley said the General Plan will help in the future with infrastructure projects, especially when applying for grants. If the plan stated a specific project, it is easier to get grant funding where it’s available.

Lastly Kevin Smedley referred the Board to the Implementation section. This section outlines the goals for the next five years. Some of these goals include Town Hall repairs, the fire station, parks and recreation, and reviewing revenues. Smedley said for a community of our size - this is adequate for our needs.

Kevin Smedley said because of your population, you are exempt from low-income housing requirements by the state.

Heidi Loveland referred the board to the map that accompanied the General Plan. There are 3 large undeveloped areas that Planning & Zoning felt should be rezoned from RR-1/2 acre and 2-acre to RA or 5+ acres. Kevin Smedley said the General Plan is tied to the zoning ordinance and can be amended at any time. The board reviewed the map and new future zoning. The board discussed the matter briefly and agreed there was good reason to change the zoning. Mayor Gould asked for a motion to approve the new map and zoning changes. Councilor Jonsson moved to approve the new map with proposed zoning changes. Councilor Allred seconded the motion. All were in favor.

Mayor Gould asked for a motion to approve the new General Plan. Councilor Allred moved to approve the new General Plan. Councilor Jonsson seconded the motion. All were in favor. Heidi Loveland said she will get ready for the public hearings.

11. ANNOUNCEMENTS: Heidi Loveland said Eric Kirby is scheduled to be at the February 22, 2024 meeting for some more Roberts Rules training. The board decided to postpone Eric Kirby coming if it was okay with Councilor Shugart. It would be nice to have the mayor and whole board present when he comes.

12. CLOSED MEETING: None.

13. ADJOURN: Mayor Gould asked for a motion to adjourn. Councilor Allred moved to adjourn. Councilor Jonsson seconded the motion. All were in favor.

The meeting adjourns at 7:25 pm.

Submitted by:

Heidi Loveland/Town Clerk Kanarraville