



## CITY COUNCIL MEETING AGENDA

### Mayor Logan Monson

Mayor Pro Tempore Cheryl Bowers  
Council Member Chris Ewald  
Council Member Len Gasser  
Council Member Erik Grover  
Council Member Kellen Nielson

Tuesday, August 8th, 2023 at 7:00pm

50 West 100 South Street,  
Blanding Utah 84511

**Meetings are live streamed at:**

[www.youtube.com/channel/UCPzWdnJDcNhH31kvTjJ9N3w](https://www.youtube.com/channel/UCPzWdnJDcNhH31kvTjJ9N3w)

Notice is hereby given that the City Council of Blanding, Utah will hold a Regular Council Meeting on August 8th, 2023 at 7:00 pm at the City Office, located at 50 W. 100 S. Street.

## POLICY MEETING

- I. Call to Order
- II. Roll Call
- III. Prayer or Thought  
Anyone in attendance is invited to notify the Mayor prior to the meeting if they would like to offer a prayer or thought
- IV. Pledge of Allegiance
- V. Approval: Consent Agenda and Minutes from July 25th, 2023 Regular Session
- VI. Declaration of Conflicts of Interest

## Public Input

Anyone wishing to address the Council on any item is invited to do so. Public Input is an opportunity for the public to bring information to the Council. Clarifying questions may be asked by the Council, but it is not an appropriate time for substantive discussion.

## Reports

1. Mayor
2. City Council
3. Finance Report, James Francom Pg. 10
4. Water Report, Pg. 13
5. Police Report, Chief Bradford Pg. 15
6. Recreation Report, David Palmer Pg. 17

## Business Items

1. Resolution 08-08-2023-01 - Appointing a UAMPS Board member for Blanding City, Mayor Monson Pg. 19
2. Action Item: Revision of Employee Leave Policy, James Francom Pg. 20

## Closed Session

Possible closed session for the purpose of discussing pending or reasonably imminent litigation; to discuss the character, professional competence, or physical or mental health of an individual; to discuss collective bargaining; or to discuss the purchase, exchange, sale or lease of real property. *Utah Code 52-4-205*



## Adjournment

*In compliance with the ADA, individuals needing special accommodations during this meeting may call the City Offices at (435) 678-2791 at least twenty-four hours in advance. Every effort will be made to provide the appropriate services. One or more members may participate in the meeting electronically, according to Blanding City Ordinance 1-5-5-F regarding electronic meeting participation. All agenda times are approximate.*



## CITY COUNCIL MEETING MINUTES

### **Council in Attendance:**

Mayor Logan Monson  
Councilmember Cheryl Bowers  
Councilmember Chris Ewald  
Councilmember Erik Grover  
Councilmember Kellen Nielson

**Tuesday, July 25, 2023 at 7:00pm**

50 West 100 South Street,  
Blanding, Utah 84511

**Meetings are live streamed at:**

<https://www.youtube.com/@blandingcity7442>

### **Staff Members in Attendance:**

City Manager - David Johnson  
City Engineer - Terry Ekker  
City Finance Director - James Francom

City Community Dev. Dir. - Bret Hosler

Economic Dev. Dir. - Ben Muhlestein

Police Chief- JJ Bradford

Fire Chief - Corey Spillman

**Others:** Corrine Johnson, Andrea Jeppesen,  
Kelly Jeppesen, Destiny Bingham, Kennedy  
Bingham, Lacey Ivins, Chezney Ivins, Emri  
Black, Navy Nieves, Joe B. Lyman, Nicole  
Black, Kevin Black, Keri Jensen, Scoot  
Flannery, Kathleen Pugh, Kendall Laws

Mayor Monson called the meeting to order at 7:00pm

Prayer was offered by Councilmember Cheryl Bowers

### **Declaration of Conflict - None**

1. The Pledge of Allegiance was recited.
2. **Councilmember Bowers moved to approve the consent agenda moving the presentations to the next item on the agenda and approving the minutes from the June 27, 2023 Council Meeting. Councilmember Nielson seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

**Those voting Aye:**

**Councilmember Bowers  
Councilmember Ewald  
Councilmember Grover  
Councilmember Nielson**

**Those voting Nay:**

**None**

**Constituting all members thereof, Mayor Monson declared the motion carried.**

## **PRESENTATIONS**

### **1. Outstanding Citizen of the Year - Andrea Jeppesen, Mayor Monson**

Mayor Monson explained the nomination process for this award and that a committee makes the final selection. The 2023 Outstanding Citizen of the Year is awarded to Andrea Jeppesen for her countless hours of dedication and commitment to improving the City of Blanding, volunteering and making a difference in the schools, serving in her church and neighborhood, and as a devoted wife and mother.

### **2. Little Miss Blanding Recognition - Mayor Monson**

Mayor Monson reported that the inaugural Little Miss Blanding had a number of girls aged 10 to 12 who participated under the direction of pageant director Lacey Ivins. He then introduced the new Little Miss Blanding royalty: Queen Kennedy Bingham daughter of Blake and Destiny Bingham, First Attendant Chezney Ivins daughter of Tyler and Lacey Ivins, Second Attendant Emri Black daughter of the late Taylor and Marci Black, and Third Attendant Navy Nieves daughter of Ronnie and Mandy Nieves.

## **PUBLIC INPUT**

Mayor Monson requested to hear comments from Terry Ekker and David Johnson prior to hearing from public input participants.

- Terry Ekker thanked the Mayor, Council, and Community for the opportunity he had to provide public service as City Engineer for over 19 years. He stated that living in Blanding has been a great place to raise his family and they now have an opportunity for him to take another position elsewhere. He stated they will miss Blanding but hope to come back to retire here in the future.
- City Manager David Johnson submitted his formal resignation effective immediately per the mutual separation agreement he entered into with the City. He expressed appreciation for Mayor Monson and former Mayor Joe B. Lyman as well as the many council members, staff, private and governmental agencies, and citizens he has worked and interacted with during his time as City Manager and for their unflinching commitment to the Community. Mr. Johnson proceeded to highlight the accomplishments that had occurred during his 2+ years as City Manager and the impact these have and will have on the community in the future. He stated that he understands the City wants to go in a different direction and he respects the Mayor and Council for each of their efforts and wanted that to be made clear publicly. Lastly, he thanked those individuals and family who took the time to warmly welcome his family and make them feel loved, appreciated, and part of the community. Kindness goes a very long way.
- Former Mayor Joe B. Lyman requested that Mayor Monson read his prepared comments which in part stated David Johnson was always respectful and professional and he never heard him speak in a derogatory manner against the Mayor, Council, Staff, or community members. He is saddened it was not reciprocated.
- Andrea Jeppesen remarked on how wonderful it is to live in Blanding and thanked the Mayor and Council for the hours of service they give. She stated that developing relationships is the most important thing we can do and she hopes open communication in the future will help to move Blanding in a positive direction.
- Nicole Black wanted to publicly express her support for David Johnson and the great things he has done for the community. She appreciates the Johnson family for all they have done to support the schools and rec programs.
- Keri Jensen echoed the things that have been said and to express her deep sadness over the turn of events with David Johnson's recognition. She can't speak to his professional responsibilities as a City Manager, but she can speak to the hours he has spent volunteering and mentoring the youth of the community. She

can't believe there isn't a way to work this out. She doesn't feel it is the best direction for the City. Mr. Johnson and his family will be a great loss to the City.

- Scoot Flannery remarked on the 8 years he has worked with Terry Ekker on projects and how great it was to work with someone who genuinely cares about the community. He thanked David Johnson for the time they spent working on projects for the City as well as the time Mr. Johnson invested in being a track coach for his daughter.
- Kathleen Pugh expressed her sorrow that David Johnson was resigning as a City Manager. Her only experience has been interacting with him, his wife, and children and the many things they have contributed to the community. She feels bad their family hasn't had the same experience she has had moving to this community.
- Kendall Laws wanted to inform the City Council of what is happening with the planning process with the Bears Ears Monument. The City has cooperating agency status and the next meeting is on Monday, July 31, 2023. The draft document is about 700 pages and he recommends they read it in preparation for the meeting. There are rules against him speaking publicly about the process but if any of them have questions, he can speak with them privately as part of his day job. Cooperating agencies have advanced notice to voice their concerns and then it will be available for public comment at a later date.

## REPORTS

### 1. Mayor Report

- Mayor Monson informed Council there is a follow-up meeting on Thursday, July 27, 2023 to recap the 4th of July celebration.

### 2. Council Reports

- Councilmember Bowers thanked Mayor Monson for his efforts with the Outstanding Citizen of the Year award and the Little Miss Blanding pageant.

### 3. City Manager Report - David Johnson

- Dedicated Wellness Center water line is complete.
- The pool furnace has been fixed.
- The new deep well is now at 1400 feet and the casing is being installed.
- Parks and Trails Master Plan impact fees were previously discussed. Mayor Monson will need to meet with Zions Bank.
- Pickleball Court pre-construction meeting has been held with construction starting in the next week. The majority of the project will occur in late September or early October.
- The General Plan is headed to the Planning Commission for review and feedback after which it will come back to the City Council.
- Safety Shades status remains the same.
- White Mesa Mill raw water agreement has not yet been completed. The plan was to meet with them soon to discuss.

### 4. Finance Reports - James Francom

- A new detailed check register was presented for review. Councilmember Bowers asked if the grant money had already been received for the KP Ventures Well Drilling expenditure. Mr. Francom stated it will be reimbursed.
- Councilmember Ewald asked what the chlorine expenditure was for to which Mr. Francom responded it was for the water treatment plant.

### 5. Public Works Status Report - Terry Ekker

- He has been working with Navajo Nation to identify the location to install the water meter for Westwater Community which will be on West Center Street.

- The Tantalus AMI project is in the process of coordinating the integration with Pelorus.
- Natural Gas Master plan is in the final review and a final report will be submitted to the City Council at a later date.
- Councilmember Nielson inquired about the status of the carbon free project. Mr. Ekker reported it is still moving forward and will be a big topic of discussion for the City Council late fall into early winter.
- Steel solar project will be online approximately two weeks after the original deadline.
- Blanding City is in the study process for a Natural Gas plant or smaller plants throughout the state for UAMPS members.

#### **6. Water Report - Terry Ekker**

- Waiting for the monsoon season to start to help increase water storage.
- Drywash currently has about 80 acre feet for upper ditch users.

#### **7. Police Report - Chief Bradford**

- Testing for 7 applicants to fill the new officer position will occur on Monday, July 31, 2023. The chosen candidate will take Officer Palmer's spot while he moves into the new SRO position with the schools. Two of the applicants are P.O.S.T certified; one from San Juan County and one from Carbon County.
- Chief Bradford reported there have been several compliments for the professional way Officers are handling calls and traffic stops.

#### **8. Recreation Report**

- David Johnson reported that David Palmer and Kristen Bayles were attending a Parks and Recreation Certification session. There were no questions on the Recreation Report.

#### **9. Economic Development - 4th of July Recap, Ben Muhlestein**

- The 2023 4th of July Celebration was a successful event. Traditional events as well as two new events were included. Mr. Muhlestein thanked the multitude of sponsors and volunteers that oversee the events as the celebration would not be successful without them.
- Bears Ears Farms event had over 4,000 attendees.
- Grayson Music Festival met their goal and provided more vendor opportunities which in turn provides additional sales tax revenue for the City.
- There was a larger than normal attendance at the Mayor's Breakfast.
- Large attendance at the fireworks and the band received numerous compliments.
- Midnight Madness concluded at 7:00 am on July 4, 2023.
- There are a number of improvements for consideration and Mr. Muhlestein invited any Councilmembers that would like to attend the recap meeting on July 27, 2023.

## **BUSINESS ITEMS**

#### **1. Resolution 07-25-2023-1 - Firefighter Personnel Policy , Corey Spillman**

- Chief Spillman asked if any of the Councilmembers had any questions about the proposed updates on the firefighter personnel policy. Councilmember Ewald asked Chief Spillman if he felt good about the policy to which he responded he did. Councilmember Nielson stated he hoped it would generate more volunteers. Councilmember Bowers reiterated that the hourly wage would be paid for training and callouts and addresses anyone that is already a City employee. David Johnson stated he believed the hourly rate would promote a higher commitment from new and existing firefighters.

**Councilmember Nielson moved to approve Resolution 07-25-2023-1 - Update to Personnel Policy Regarding Part-Time Firefighters. Councilmember Ewald seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Grover<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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**Constituting all members thereof, Mayor Monson declared the motion carried.**

**2. Resolution 07-25-2023-2 - Price Dispatch Agreement, David Johnson**

- San Juan County made the final decision to move to Price, Utah for dispatch services. Therefore, Blanding City's portion for the first year is \$32,000. Chief Bradford reported that the City is benefitting from this service with police calls, fire calls, public works issues, and EMS services. Councilmember Nielson asked if Chief Bradford had any concerns to which he responded that Price Dispatch has been very responsive and the police have been able to respond to calls while the caller is still on the line with Dispatch.

**Councilmember Ewald moved to approve Resolution 07-25-2023-2 - Contract for Dispatch Services with Price, UT. Councilmember Bowers seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Grover<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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**Constituting all members thereof, Mayor Monson declared the motion carried.**

**3. Resolution 07-25-2023-3 - DWR Project Assignment Order, David Johnson**

- The DWR has funding set aside to improve access plans for boating and fishing. Blanding City has partnered with DWR to accept the funding via a pass-through method for the design work being prepared by Jones and DeMille. Currently the plans will be for the west side of Recapture. If there are excess funds they will go towards plans for the east side of Recapture.

Councilmember Grover asked if the City has any liability to which Mr. Johnson responded there would be no attachment for ownership.

Councilmember Nielson asked Scoot Flannery with Jones and DeMille if the process of pass-through funds is common to which Mr. Flannery responded it is a typical practice.

Councilmember Bowers stated she is excited about the improvements to Recapture Reservoir.

**Councilmember Bowers moved to approve Resolution 07-25-2023-3 - Assignment Order with Jones & DeMille for Design Work at Recapture Reservoir in Behalf of the Division of Wildlife Resources. Councilmember Ewald seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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| <b>Those Abstaining:</b> | <b>Councilmember Grover</b> |
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**Constituting all members thereof, Mayor Monson declared the motion carried.**

**4. Resolution 07-25-2023-4 - Streets Project Bid Award, Terry Ekker**

- Mr. Ekker reported that the bid opening for the Streets Project was held on Tuesday, July 18, 2023. Two bids were received with LeGrand Johnson as the low bidder in the amount of \$1,145,062.80. He recommends awarding the bid to LeGrand Johnson. With the funds the City has available, there would be funds to complete the project and leave enough for concrete participation, crack sealing and other street funding needs.

**Councilmember Grover moved to approve Resolution 07-25-2023-4 - Awarding Streets Project Bid to LeGrand Johnson. Councilmember Nielson seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Grover<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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**Constituting all members thereof, Mayor Monson declared the motion carried.**

**CLOSED SESSION**

**Councilmember Nielson moved to enter a closed session for personnel. Councilmember Bowers seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Grover<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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**Constituting all members thereof, Mayor Monson declared the motion**

**carried.**

Council entered a closed session at 8:28 p.m.

**Councilmember Grover moved to leave the closed session. Councilmember Ewald seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Grover<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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**Constituting all members thereof, Mayor Monson declared the motion carried.**

Council re-entered an open meeting at 8:50 p.m.

#### **ADJOURNMENT**

**Councilmember Ewald moved to adjourn the meeting. Councilmember Grover seconded the motion. Mayor Monson repeated the motion and asked for discussion. Hearing none, he called for a vote.**

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| <b>Those voting Aye:</b> | <b>Councilmember Ewald<br/>Councilmember Bowers<br/>Councilmember Grover<br/>Councilmember Nielson</b> |
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| <b>Those voting Nay:</b> | <b>None</b> |
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**Constituting all members thereof, Mayor Monson declared the motion carried.**

Council adjourned the meeting at 8:51 p.m.

By:

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Lisa S. Rarick, Clerk

**City of Blanding  
Check Register  
All Bank Accounts - 07/22/2023 to 08/02/2023**

| Payee Name                 | Reference Number | Invoice Number | Invoice Ledger Date | Payment Date | Amount     | Description                                 | Ledger Account                        | Activity Code |
|----------------------------|------------------|----------------|---------------------|--------------|------------|---------------------------------------------|---------------------------------------|---------------|
| ANDERSON & OLIVER          | 52675            | 2705           | 07/24/2023          | 07/31/2023   | 1,112.00   | Wellness Center Loan Policy                 | 4040740 - CAPITAL OUTLAY              |               |
| BAYLES, KRISTEN            | 52676            | 20230720       | 07/20/2023          | 07/31/2023   | 79.00      | Travel Reimbursement                        | 1065230 - ParksRec TRAVEL             |               |
| BRODY CHEMICAL             | 52677            | INV33254       | 07/24/2023          | 07/31/2023   | 1,898.39   | POOL CHEMICALS                              | 1066320 - Wellness Center POOL EXP    |               |
| CANYONLANDS TIRE/AMERICAN  | 52678            | 1015           | 05/02/2023          | 07/31/2023   | 1,236.00   | Tires                                       | 5440250 - EQUIPMENT - SUPPLIES &      |               |
| CANYONLANDS TIRE/AMERICAN  | 52678            | 1017           | 07/19/2023          | 07/31/2023   | 940.00     | Tires                                       | 5140250 - EQUIPMENT - SUPPLIES &      |               |
|                            |                  |                |                     |              | \$2,176.00 |                                             |                                       |               |
| EDMO, MEHEALANIE           | 52679            | RFD 553344863. | 06/27/2023          | 07/31/2023   | 200.00     | Deposit Refund: 553344863 - EDMO, MEHEALANI | 532290 - CUSTOMER DEPOSITS            |               |
| ETJ LAW INC                | 52680            | 2488           | 06/27/2023          | 07/31/2023   | 675.00     | Legal Services                              | 1045310 - Attorney PROFESSIONAL/T     |               |
| ETJ LAW INC                | 52680            | 2489           | 06/27/2023          | 07/31/2023   | 2,325.00   | Prosecution                                 | 1042310 - Court PROFESSIONAL/TEC      |               |
|                            |                  |                |                     |              | \$3,000.00 |                                             |                                       |               |
| EXECUTECH                  | 52681            | 29772          | 07/01/2023          | 07/31/2023   | 909.99     | COMPUTER SUPPORT                            | 5340310 - PROFESSIONAL/TECHNIC        |               |
| EXECUTECH                  | 52681            | 29799          | 06/30/2023          | 07/31/2023   | 176.95     | COMPUTER SUPPORT                            | 5340310 - PROFESSIONAL/TECHNIC        |               |
|                            |                  |                |                     |              | \$1,086.94 |                                             |                                       |               |
| GENTLE IRONHAWK SHELTER    | 52682            | 47809          | 07/19/2023          | 07/31/2023   | 40.00      | SPORTS REFUND                               | 103672 - SOCCER REVENUE               |               |
| GENTLE IRONHAWK SHELTER    | 52682            | 47812          | 07/19/2023          | 07/31/2023   | 40.00      | SPORTS REFUND                               | 103672 - SOCCER REVENUE               |               |
|                            |                  |                |                     |              | \$80.00    |                                             |                                       |               |
| JONES, RAELENN             | 52683            | 20230721       | 07/04/2023          | 07/31/2023   | 100.00     | FIREWORKS SECURITY                          | 1044480 - Admin OTHER SPECIAL DE      |               |
| LEE, MICHAEL               | 52684            | 202305         | 06/30/2023          | 07/31/2023   | 39.72      | FIRE FIGHTER STIPEND                        | 1053120 - Fire VOLUNTEER FIRE         |               |
| MOTOR PARTS                | 52685            | 842625         | 07/21/2023          | 07/31/2023   | 4.99       | VISITORS CENTER                             | 1050250 - Econ Dev & Visitor Cntr EQ  |               |
| MOTOR PARTS                | 52685            | 842703         | 07/24/2023          | 07/31/2023   | 10.99      | STREETS                                     | 1060250 - Streets EQUIPMENT - SUP     |               |
| MOTOR PARTS                | 52685            | 842866         | 07/25/2023          | 07/31/2023   | 81.40      | SEWER                                       | 5240250 - EQUIPMENT - SUPPLIES &      |               |
| MOTOR PARTS                | 52685            | 843083         | 07/28/2023          | 07/31/2023   | 18.98      | VISITORS CENTER                             | 1050250 - Econ Dev & Visitor Cntr EQ  |               |
|                            |                  |                |                     |              | \$116.36   |                                             |                                       |               |
| MOUNTAINLAND SUPPLY, LLC   | 52686            | S105506321.001 | 07/11/2023          | 07/31/2023   | 654.95     | SEWER LIFT STATION                          | 5240240 - OFFICE EXPENSE & SUPP       |               |
| MUHLESTEIN, BEN            | 52687            | 20230720       | 07/20/2023          | 07/31/2023   | 418.79     | Travel Reimbursement                        | 1050230 - Econ Dev & Visitor Cntr TRA |               |
| MUHLESTEIN, BEN            | 52687            | 20230720-      | 07/20/2023          | 07/31/2023   | 483.79     | 4th of July Supplies                        | 1050310 - Econ Dev & Visitor Cntr PR  |               |
|                            |                  |                |                     |              | \$902.58   |                                             |                                       |               |
| PACIFICORP-MAINT           | 52688            | CR216749       | 07/11/2023          | 07/31/2023   | 18,551.86  | ELECTRIC UTILITY SVCS AGREEMENT             | 5340250 - EQUIPMENT - SUPPLIES &      |               |
| PALMER, DAVID              | 52689            | 1000064855     | 07/20/2023          | 07/31/2023   | 2,182.92   | Purchase Reimbursement                      | 1066320 - Wellness Center POOL EXP    |               |
| PALMER, DAVID              | 52689            | 20230720       | 07/20/2023          | 07/31/2023   | 482.48     | Travel Reimbursement                        | 1065230 - ParksRec TRAVEL             |               |
|                            |                  |                |                     |              | \$2,665.40 |                                             |                                       |               |
| PERKINS, MONTY & SNOOKIE   | 52690            | 20230726       | 06/20/2023          | 07/31/2023   | 150.00     | Electrical Upgrade                          | 5340480 - OTHER SPECIAL DEPART        |               |
| POWER WEST ENGINEERING     | 52691            | 1584           | 07/19/2023          | 07/31/2023   | 1,319.44   | EQUIPMENT FOR AMI PROJECT                   | 511601 - CONSTRUCTION IN PROGR        |               |
| PUBLIC EMPLOYEES HEALTH PR | 52692            | 0123991431     | 06/21/2023          | 07/31/2023   | 16,598.01  | HEALTH INSURANCE                            | 102226 - HEALTH INSURANCE PAYA        |               |
| REDD MECHANICAL            | 52693            | 4020           | 07/18/2023          | 07/31/2023   | 178.91     | City office Faucet                          | 1044260 - Admin BUILDINGS - SUPPL     |               |
| RELADYNE                   | 52694            | 0986882-IN     | 07/24/2023          | 07/31/2023   | 1,489.25   | DYED DIESEL                                 | 1060250 - Streets EQUIPMENT - SUP     |               |
| SAN JUAN COUNTY            | 52695            | 20230731       | 06/30/2023          | 07/31/2023   | 48.41      | Taxes on Property Purchase                  | 1044260 - Admin BUILDINGS - SUPPL     |               |
| SEWER EQUIPMENT OF AMERICA | 52696            | 0000211620     | 07/26/2023          | 07/31/2023   | 259.93     | SEWER MACHINE REPAIR                        | 5240250 - EQUIPMENT - SUPPLIES &      |               |
| VERIZON WIRELESS DATA      | 52697            | 9939149486     | 07/08/2023          | 07/31/2023   | 25.06      | 842583146-00001                             | 5140280 - TELEPHONE                   |               |
| VERIZON WIRELESS DATA      | 52697            | 9939149486     | 07/08/2023          | 07/31/2023   | 25.06      | 842583146-00001                             | 5340280 - TELEPHONE                   |               |
| VERIZON WIRELESS DATA      | 52697            | 9939149486     | 07/08/2023          | 07/31/2023   | 25.06      | 842583146-00001                             | 5440280 - TELEPHONE                   |               |
|                            |                  |                |                     |              | \$75.18    |                                             |                                       |               |
| PACKARD WHOLESALE CO       | ACH.07312314     | INV212767      | 07/19/2023          | 07/31/2023   | 551.54     | Wellness Center Vending                     | 1066250 - Wellness Center EQUIPME     |               |
| PACKARD WHOLESALE CO       | ACH.07312314     | INV213228      | 07/26/2023          | 07/31/2023   | 549.22     | Wellness Center Vending                     | 1066250 - Wellness Center EQUIPME     |               |

**City of Blanding**  
**Check Register**  
**All Bank Accounts - 07/22/2023 to 08/02/2023**

| Payee Name                | Reference Number | Invoice Number | Invoice Ledger Date | Payment Date | Amount     | Description              | Ledger Account                        | Activity Code |
|---------------------------|------------------|----------------|---------------------|--------------|------------|--------------------------|---------------------------------------|---------------|
| PACKARD WHOLESALE CO      | ACH.07312314     | INV213256      | 07/26/2023          | 07/31/2023   | 214.81     | Wellness Center Cleaning | 1066250 - Wellness Center EQUIPME     |               |
|                           |                  |                |                     |              | \$1,315.57 |                          |                                       |               |
| UAMPS                     | ACH.07312314     | 20230725       | 07/25/2023          | 07/31/2023   | 102,808.35 | ELECTRIC PURCHASES       | 5340255 - ELECTRIC PURCHASES          |               |
| CHEMTECH-FORD LABORATORIE | ACH.07312314     | 23G1230        | 07/25/2023          | 07/31/2023   | 120.00     | WATER TESTING            | 5140250 - EQUIPMENT - SUPPLIES &      |               |
| CHEMTECH-FORD LABORATORIE | ACH.07312314     | 23G134         | 07/25/2023          | 07/31/2023   | 82.00      | WATER TESTING            | 5140250 - EQUIPMENT - SUPPLIES &      |               |
|                           |                  |                |                     |              | \$202.00   |                          |                                       |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880623         | 07/17/2023          | 07/31/2023   | 8.99       | STREETS                  | 1060250 - Streets EQUIPMENT - SUP     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880630         | 07/17/2023          | 07/31/2023   | 29.74      | WATER                    | 5140240 - OFFICE EXPENSE & SUPP       |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880668         | 07/17/2023          | 07/31/2023   | 7.17       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880678         | 07/17/2023          | 07/31/2023   | 41.16      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880690         | 07/17/2023          | 07/31/2023   | 1.98       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880714         | 07/18/2023          | 07/31/2023   | 35.99      | SHOP                     | 1060250 - Streets EQUIPMENT - SUP     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880721         | 07/18/2023          | 07/31/2023   | 113.78     | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880751         | 07/18/2023          | 07/31/2023   | -31.38     | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880788         | 07/18/2023          | 07/31/2023   | 19.99      | GAS                      | 5440250 - EQUIPMENT - SUPPLIES &      |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880831         | 07/19/2023          | 07/31/2023   | 18.56      | ADMIN                    | 1044240 - Admin OFFICE EXPENSE &      |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880843         | 07/19/2023          | 07/31/2023   | 11.94      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880865         | 07/19/2023          | 07/31/2023   | 9.56       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880922         | 07/20/2023          | 07/31/2023   | 101.96     | POOL                     | 1066320 - Wellness Center POOL EXP    |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880946         | 07/20/2023          | 07/31/2023   | 15.99      | STREETS                  | 1060250 - Streets EQUIPMENT - SUP     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880948         | 07/20/2023          | 07/31/2023   | 27.98      | WELLNESS CENTER          | 1066250 - Wellness Center EQUIPME     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880949         | 07/20/2023          | 07/31/2023   | 38.99      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 880991         | 07/20/2023          | 07/31/2023   | 6.56       | STREETS                  | 1060250 - Streets EQUIPMENT - SUP     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881023         | 07/21/2023          | 07/31/2023   | 15.18      | WELLNESS CENTER          | 1066250 - Wellness Center EQUIPME     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881039         | 07/21/2023          | 07/31/2023   | 7.59       | VISITOR CENTER           | 1050250 - Econ Dev & Visitor Cntr EQ  |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881066         | 07/22/2023          | 07/31/2023   | 48.97      | ADMIN                    | 1044240 - Admin OFFICE EXPENSE &      |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881191         | 07/25/2023          | 07/31/2023   | 3.99       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881217         | 07/25/2023          | 07/31/2023   | 4.79       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881249         | 07/26/2023          | 07/31/2023   | 67.98      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881269         | 07/26/2023          | 07/31/2023   | 1.79       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881270         | 07/26/2023          | 07/31/2023   | 34.98      | STREETS                  | 1060250 - Streets EQUIPMENT - SUP     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881282         | 07/26/2023          | 07/31/2023   | 10.58      | ADMIN                    | 1044240 - Admin OFFICE EXPENSE &      |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881308         | 07/26/2023          | 07/31/2023   | 24.57      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881311         | 07/26/2023          | 07/31/2023   | 3.59       | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881338         | 07/27/2023          | 07/31/2023   | 18.36      | STREETS                  | 1060250 - Streets EQUIPMENT - SUP     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881339         | 07/27/2023          | 07/31/2023   | 16.99      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881370         | 07/27/2023          | 07/31/2023   | 67.30      | VISITOR CENTER           | 1050250 - Econ Dev & Visitor Cntr EQ  |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881372         | 07/27/2023          | 07/31/2023   | 25.99      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881395         | 07/27/2023          | 07/31/2023   | -14.00     | VISITOR CENTER           | 1050250 - Econ Dev & Visitor Cntr EQ  |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881397         | 07/27/2023          | 07/31/2023   | 43.77      | FIRE                     | 1053250 - Fire EQUIPMENT - SUPPLI     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881417         | 07/28/2023          | 07/31/2023   | 7.59       | VISITOR CENTER           | 1050250 - Econ Dev & Visitor Cntr EQ  |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881428         | 07/28/2023          | 07/31/2023   | 16.99      | STREETS                  | 1060240 - Streets OFFICE EXPENSE      |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881461         | 07/28/2023          | 07/31/2023   | 36.75      | FIRE                     | 1053250 - Fire EQUIPMENT - SUPPLI     |               |
| REDD'S ACE HARDWARE       | ACH.07312314     | 881474         | 07/29/2023          | 07/31/2023   | 17.99      | PARKS                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
|                           |                  |                |                     |              | \$920.70   |                          |                                       |               |
| FRONTIER COMMUNICATIONS   | ACH.07312314     | 20230711-3136  | 07/11/2023          | 07/31/2023   | 91.66      | 435-678-3136-031021-8    | 1050280 - Econ Dev & Visitor Cntr TEL |               |
| FRONTIER COMMUNICATIONS   | ACH.07312314     | 20230715-1507  | 07/15/2023          | 07/31/2023   | 335.27     | 435-678-1507-020193-8    | 1052280 - Police TELEPHONE            |               |
| FRONTIER COMMUNICATIONS   | ACH.07312314     | 20230715-3312  | 07/15/2023          | 07/31/2023   | 128.62     | 435-678-3312-102089-8    | 5340280 - TELEPHONE                   |               |
|                           |                  |                |                     |              | \$555.55   |                          |                                       |               |
| BEAR SKINS CUSTOM INK     | ACH.07312314     | 1568           | 07/19/2023          | 07/31/2023   | 453.14     | Swim Team Shirts         | 1066320 - Wellness Center POOL EXP    |               |
| COUNTRY COMFORT LLC       | ACH.07312314     | 7574           | 07/05/2023          | 07/31/2023   | 420.00     | Midnight Madness         | 1050610 - Econ Dev & Visitor Cntr MIS |               |
| COUNTRY COMFORT LLC       | ACH.07312314     | 7586           | 07/26/2023          | 07/31/2023   | 160.00     | Parks                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| COUNTRY COMFORT LLC       | ACH.07312314     | 7587           | 07/26/2023          | 07/31/2023   | 160.00     | Parks                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
| COUNTRY COMFORT LLC       | ACH.07312314     | 7588           | 07/26/2023          | 07/31/2023   | 80.00      | Parks                    | 1065250 - ParksRec EQUIPMENT - SU     |               |
|                           |                  |                |                     |              | \$820.00   |                          |                                       |               |

**City of Blanding**  
**Check Register**  
**All Bank Accounts - 07/22/2023 to 08/02/2023**

| <u>Payee Name</u>      | <u>Reference Number</u> | <u>Invoice Number</u> | <u>Invoice Ledger Date</u> | <u>Payment Date</u> | <u>Amount</u>              | <u>Description</u>      | <u>Ledger Account</u>             | <u>Activity Code</u> |
|------------------------|-------------------------|-----------------------|----------------------------|---------------------|----------------------------|-------------------------|-----------------------------------|----------------------|
| TRI-HURST CONSTRUCTION | ACH.07312314            | 2203-062 PPE2         | 07/28/2023                 | 07/31/2023          | 53,736.65                  | WELLNESS CENTER REMODEL | 4040740 - CAPITAL OUTLAY          |                      |
| EFTPS                  | EFT                     | PR072523-502          | 07/27/2023                 | 07/27/2023          | 3,495.96                   | Medicare Tax            | 102221 - FEDERAL TAX / FICA PAYAB |                      |
| EFTPS                  | EFT                     | PR072523-502          | 07/27/2023                 | 07/27/2023          | 6,000.00                   | Federal Income Tax      | 102221 - FEDERAL TAX / FICA PAYAB |                      |
| EFTPS                  | EFT                     | PR072523-502          | 07/27/2023                 | 07/27/2023          | 13,195.16                  | Social Security Tax     | 102221 - FEDERAL TAX / FICA PAYAB |                      |
| EFTPS                  | EFT                     | PR072523-502          | 07/31/2023                 | 07/31/2023          | 4,792.18                   | Medicare Tax            | 102221 - FEDERAL TAX / FICA PAYAB |                      |
| EFTPS                  | EFT                     | PR072523-502          | 07/31/2023                 | 07/31/2023          | 9,088.76                   | Federal Income Tax      | 102221 - FEDERAL TAX / FICA PAYAB |                      |
| EFTPS                  | EFT                     | PR072523-502          | 07/31/2023                 | 07/31/2023          | 20,490.58                  | Social Security Tax     | 102221 - FEDERAL TAX / FICA PAYAB |                      |
| UTAH STATE RETIREMENT  | EFT                     | PR072523-277          | 07/27/2023                 | 07/31/2023          | 576.98                     | Retirement              | 102225 - RETIREMENT PAYABLE       |                      |
| UTAH STATE RETIREMENT  | EFT                     | PR072523-277          | 07/27/2023                 | 07/31/2023          | 967.82                     | 401k                    | 102225 - RETIREMENT PAYABLE       |                      |
| UTAH STATE RETIREMENT  | EFT                     | PR072523-277          | 07/31/2023                 | 07/31/2023          | 650.00                     | Roth IRA - URS          | 102225 - RETIREMENT PAYABLE       |                      |
| UTAH STATE RETIREMENT  | EFT                     | PR072523-277          | 07/31/2023                 | 07/31/2023          | 7,388.86                   | 401k                    | 102225 - RETIREMENT PAYABLE       |                      |
| UTAH STATE RETIREMENT  | EFT                     | PR072523-277          | 07/31/2023                 | 07/31/2023          | 22,784.53                  | Retirement              | 102225 - RETIREMENT PAYABLE       |                      |
|                        |                         |                       |                            |                     | <u>\$89,430.83</u>         |                         |                                   |                      |
|                        |                         |                       |                            |                     | <u><b>\$303,025.12</b></u> |                         |                                   |                      |



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** Terry Ekker, City Engineer  
**Department:** Public Works  
**Subject:** July 2023 Water Report  
**Date:** August 8, 2023  
**Type of Item:** Report

### Background

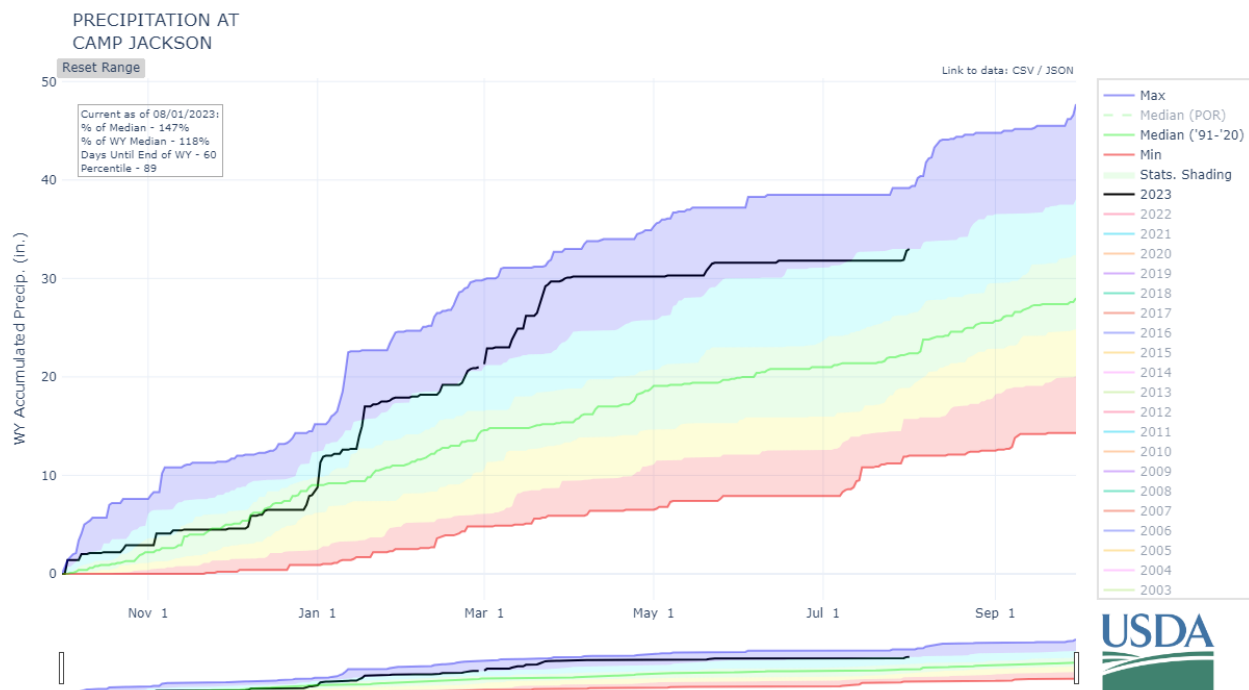
Monthly water report for Mayor and Council.

### Budget Impact

N/A

### Department Review

Here is a graph showing precipitation for the water year.

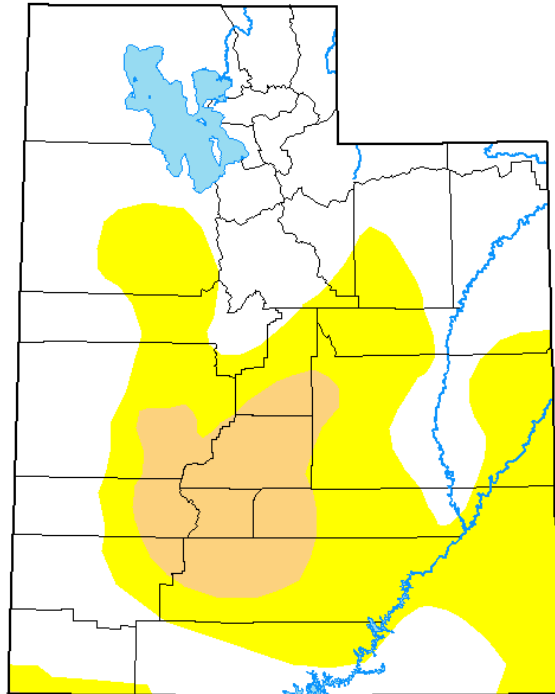




I have also included a graphic showing the current drought situation below.

**U.S. Drought Monitor**  
**Utah**

**July 25, 2023**  
(Released Thursday, Jul. 27, 2023)  
Valid 8 a.m. EDT



**Intensity:**

-  None
-  D0 Abnormally Dry
-  D1 Moderate Drought
-  D2 Severe Drought
-  D3 Extreme Drought
-  D4 Exceptional Drought

*The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>*

**Author:**

Brian Fuchs  
National Drought Mitigation Center



**[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)**

**Recommendation**

N/A

**Attachments**

July 2023 Water Report.



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** JJ Bradford  
**Department:** Police  
**Subject:** Monthly report  
**Date:** July 2023  
**Type of Item:** Information

July was busy with the 4<sup>th</sup> of July celebration. Officers trained in our monthly tracking and SERT trainings. Deputy Workman brought in a couple of SWAT members from up north to help train this month. They noticed a marked improvement from what they had taught us last summer and were complimentary of the work put in by officers on the team over the last year.

We are adjusting schedules to accommodate putting an SRO in the schools. We held testing for a new officer. The next available date for P.O.S.T. starts November 13, 2023 and that will leave us with 1 officer per shift on most days until Spring of 2024.

### **Attachments**

Monthly stat sheet

[illegible]



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** David Palmer  
**Department:** Recreation Department  
**Subject:** General information on the Parks & Recreation  
**Date:** August 2nd 2023  
**Type of Item:** Monthly Information

### Background:

Coed Softball is now finished

Soccer games will start August 8th

The pool heater is fixed and working perfectly

Flag & Tackle football registrations are open and will close on August 9th

I am working on an environmental assessment for the shade structure grant



### August 2023 Recreation Report

|                         | 2022 # of participants | 2022 Revenue      | 2023 # of participants | 2023 Revenue      |
|-------------------------|------------------------|-------------------|------------------------|-------------------|
| Boys Basketball         | 91                     | \$4,550.00        | 88                     | \$4,840.00        |
| Youth Volleyball        | 102                    | \$5,100.00        | 95                     | \$4,750.00        |
| T-Ball                  | 71                     | \$2,840.00        | 60                     | \$2,400.00        |
| Girls Machine Pitch     | 35                     | \$1,400.00        | 50                     | \$2,250.00        |
| Boys Machine Pitch      | 71                     | \$2,840.00        | 53                     | \$2,385.00        |
| Girls Softball - Totals | 108                    | \$7,020.00        | 90                     | \$6,300.00        |
| Boys Baseball -Totals   | 134                    | \$8,710.00        | 118                    | \$8,260.00        |
| Swim Team               | 35                     | \$1,400.00        | 33                     | \$1,815.00        |
| Soccer                  | 240                    | \$13,200.00       | 253                    | \$13,915.00       |
| Flag Football           | 43                     | \$2,150.00        |                        |                   |
| Tackle Football         | 89                     | \$7,565.00        |                        |                   |
| Girls Basketball        | 64                     | \$3,520.00        |                        |                   |
|                         |                        |                   |                        |                   |
| Wellness Center         | 2022<br>Annuals        | 2022<br>Monthly's | 2023<br>Annuals        | 2023<br>Monthly's |
| July                    | 2,010                  | 632               | 2,160                  | 560               |

#### Recreation:

- Coed Softball is now finished
- Soccer games start August 8th
- Flag and tackle football registrations are open and they close August 9th

#### Grants:

- We are doing an environmental assessment right now for the shade structure grant

#### Parks:

- We are starting to see a lot of improvement from fixing many sprinkler issues etc.

#### Wellness Center:

- The Pool is fixed and working perfectly
- We had **7,659** recorded "member" visits during July.
- We had **2,267** visits from patrons without a membership. An increase of 618 from last month.
- Year to date total recorded entries **32,815**.



## RESOLUTION 08-08-2023-1

### **A Resolution Appointing UAMPS Member Representative for the City of Blanding**

NOW BE IT THEREFORE, RESOLVED by the City Council of the City of Blanding, Utah:

1. That Logan Monson is hereby appointed as its Representative to Utah Associated Municipal Power Systems ("UAMPS"), together with such alternate or alternates as the Mayor shall appoint.
2. That this resolution shall remain in effect until repealed by another resolution appointing a different Representative to UAMPS.

NOW, THEREFORE, it is hereby resolved by the Blanding City Council to approve the above resolution.

PASSED, ADOPTED AND APPROVED this 8th day of August, 2023.

SIGNED:

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Logan J. Monson, Mayor

ATTEST:

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James Francom, Deputy Recorder

## SECTION XVIII: LEAVES OF ABSENCE

### ABSENT WITHOUT LEAVE

- a. Any unauthorized absence of an employee from duty shall be grounds for disciplinary action, up to and including termination, by the Mayor.
- b. Any employee who is absent for three (3) or more consecutive work days without authorized leave shall be deemed to have resigned without notice. Where extenuating circumstances are found to have existed, however, such absence may be covered by the Mayor by subsequent grant of leave with or without pay as the circumstances dictate.

### ANNUAL LEAVE

- a. Each permanent, full-time employee shall receive annual leave at the following rate:
  - i. For one (1) month to two (2) years of service, ~~40 hours~~ ~~five (5) work days~~ of annual leave shall accrue at the rate ~~3.33 hours~~ ~~of point four two (.42) days~~ per month for each month worked.
  - ii. For three (3) years to ten (10) years of service, ~~120 hours~~ ~~ten (10) work days~~ of annual leave shall accrue at the rate of ~~6.67 hours~~ ~~point eight three (.83) days~~ per month for each month worked.
  - iii. For eleven (11) years to fifteen (15) years of service, ~~120 hours~~ ~~fifteen (15) work days~~ of annual leave shall accrue at the rate of ~~10 hours~~ ~~one point two five (1.25) days~~ per month for each month worked.
  - iv. For over fifteen (15) years of service, ~~160 hours~~ ~~twenty (20) work days~~ of annual leave shall accrue at the rate of ~~13.33 hours~~ ~~one point six seven (1.67) days~~ per month for each month worked.
- b. New employees shall accrue annual leave from the date of hire, but they shall not be eligible to use accrued leave until satisfactorily completing the probationary period and have been promoted to permanent status, unless otherwise specified, the minimum probationary period shall be three (3) months.
- c. Permanent part-time employees shall not accrue annual leave.
- d. Persons hired on an emergency, part-time, seasonal, temporary or contract basis shall not accrue annual leave.
- e. An individual who starts work between the first (1st) and the fifteenth (15th) of the month will receive credit for that month. An individual who starts work between the sixteen (16th) and the last day of the month will accrue leave time beginning on the first (1st) day of the following month. Employees will be eligible to use leave which they have accrued after they have successfully completed the probationary period in the first year of permanent employment. Individual Salary Exempt Employees will issue approval or disapproval on all annual leave requests.
- f. The maximum annual leave which can be accrued ~~is 160 hours and carried forward from calendar year to calendar year is eighty (80) hours. Any accrued annual leave in excess~~

~~of eighty (80) hours shall be forfeited on March 31 of the year following the calendar year (Jan 1. to Dec. 31) in which the leave was accrued.~~

- g. A holiday which falls during an employee's annual leave shall be counted as a paid holiday and not as annual leave.
- h. An employee who is separated from employment shall be compensated for all accrued annual leave.
- i. All annual leave requests should be submitted a reasonable time in advance of the desired time off to the employee's supervisor. If an excessive (being the number of requests if granted that would render the department or organization ineffective) amount of employees request leave for the same time period it shall be granted in order of application (first-come-first-served) at the discretion of the City Administrator.
- ~~j. Official vacation records will be maintained and kept current by posting at least once per month by the Mayor, or designee.¶~~
- ~~k. Vacation usage will be reported by the Mayor, or designee, using attendance forms.¶~~
- l. When hiring for a city position that requires several years of experience, the Mayor with the approval of the City Council may hire an employee at above standard levels of annual leave accrual as an inducement to accept employment with the city.

## HOLIDAY LEAVE

- a. Holidays which apply to full time employees are:
  - i. New Year's Day                      January 1st
  - ii. Human Rights Day                3rd Monday in January
  - iii. President's Birthday              3rd Monday in February
  - iv. Memorial Day                      Last Monday in May
  - v. Juneteenth                            June 19th
  - vi. Independence Day                July 4th
  - vii. Pioneer Day                        July 24th
  - viii. Labor Day                         1st Monday in September
  - ix. Columbus Day                      2nd Monday in October
  - x. Veteran's Day                        November 11th
  - xi. Thanksgiving                      4th Thursday in November
  - xii. Day after Thanksgiving        4th Friday in November
  - xiii. Christmas                         December 25th
  - xiv. Any day designated by the Governor as a State Holiday will be observed, or others approved by the Mayor & City Council
- b. If any of the above holidays fall on Saturday, then the preceding Friday shall be the holiday. If any of the above holidays fall on Sunday, then the following Monday is the holiday.

## SICK LEAVE

- a. Purpose. Sick leave shall not be considered as a privilege which an employee may use at their discretion, but shall be allowed only in case of necessity and actual sickness or disability of the employee or immediate family of the employee.
- b. Use of sick leave. Sick leave may be used ~~at any time with approval of the Mayor~~ for any of the following reasons:
  - i. When the employee is unable to perform their regular duties or other temporary work to which they may be assigned.
  - ii. Visits to hospitals, clinics, ~~doctors' offices~~ and ~~dentist's offices~~ for diagnosis or treatment of illness or injury or examination. ~~The minimum time that may be taken for any of these purposes is (1) hour.~~
- c. Eligibility. Sick leave shall be available to all permanent ~~full time~~ employees, ~~including part time, and probationary employees.~~ ~~Part time, S~~seasonal, temporary, provisional, and emergency employees are not eligible for sick leave. ~~Sick leave will not be granted to employees during their first ninety (90) calendar days of employment, except for emergency circumstances.~~
- d. Accrual. Sick leave is accrued at the rate of ~~8 hours~~~~one (1) day~~ per month or ~~96 hours-~~~~twelve (12) days~~ per year. ~~Part time employees are not eligible for sick leave.~~ The employee will begin to accrue sick leave immediately upon being hired by the City of Blanding. Sick leave shall not accrue if an employee is in a leave-without-pay status. Sick leave shall accrue to a maximum of ~~960 hours.~~~~one hundred twenty (120) days.~~ ~~Records will be kept by the Mayor, or a designated representative.~~
- e. Use. ~~Sick leave shall be charged against employees in not less than one (1) hour increments.~~ Advance sick leave is not allowed.
- f. Separation. Upon separation from the City, and only after ten years of service, an employee will be paid for 50% of all Sick leave accrued up to the maximum of ~~960 hours~~~~one hundred twenty (120) days.~~
- g. Sick Leave Conversion. ~~After a year of employment~~ ~~A~~an employee will have the option to convert up to 40 hours of sick leave to annual leave ~~each year.~~ ~~after year of employment.~~
- h. Payments.
  - i. ~~In order to qualify for sick leave payments, an employee must notify the Mayor, or designee, no later than one (1) hour after normal starting time on each day of absence unless the circumstances surrounding the absence make such notification impossible. The Mayor, or designee, should also be kept advised of the employee's progress and expected date of return to duty.~~
  - ii. Any absence for illness beyond accrued sick leave will result in the employee being carried on annual leave status until all annual leave has expired, then be carried in a leave-without-pay status.

- i. Certification of Illness. For sick leave in excess of three (3) consecutive working days, or if abuse of sick leave is indicated, the Mayor, or designee, may require a certificate from the attending physician stating that such illness prevented the employee from working.
- j. Reporting Absences. An employee will be paid only when the employee (or a member of his immediate family if the employee is incapacitated) notifies the Mayor, Supervisor, or designee, within two (2) hours after the employee's scheduled reporting time. Continued reporting for more than a one-time absence will be accomplished as directed by the Mayor, or designee. The Mayor, or designee, may request a doctor's release any time they question the reasonableness of an absence of one (1) day or more. This type of request should be the exception, not the rule.

## MATERNITY LEAVE

- a. An employee who becomes pregnant may continue working until such time as she can no longer satisfactorily perform her duties. Upon recommendation of the Mayor and approval of the City Council, an employee may be granted leave without pay for a specified period of time, not to exceed three (3) months. The City of Blanding may fill vacancies created by such leave with temporary or provisional appointments. At the expiration of a leave without pay, the employee shall return to the same position, where feasible, or to a similar position. Failure of the employee to report promptly at the expiration of such leave without pay shall be considered a resignation without notice.
- b. Regulations governing sick leave, annual leave, and leave-without-pay will apply. During leave-without-pay in excess of thirty (30) calendar days, vacation leave, sick leave, or time toward annual performance evaluation shall not accrue.

## INJURY LEAVE

- a. Any employee injured on the job, however slightly, must report the fact immediately to their supervisor and/or the City Administrator. It shall be the duty of the injured employee's supervisor, or the Mayor, to obtain information regarding the accident or injury and to complete and submit such reports as are required by the Mayor. Unused sick leave or vacation leave may be granted in accordance with applicable rules and regulations. During injury leave periods, vacation leave, sick leave, or time toward yearly performance evaluation shall not accrue, unless an exception is granted by the Mayor, with approval of the City Council. However, injury leave for periods greater than six (6) months shall in no case be granted. Furthermore, eligibility for such leaves requires conformance with all workmen's compensation regulations.

## EMERGENCY LEAVE

- a. The Mayor, or their designated representative, may allow a permanent or probationary employee reasonable time off, not to exceed three (3) working days with pay, in case of an emergency. Time will be charged to sick leave. The City Council shall have the authority to grant longer leaves in unusual circumstances in which an emergency exists.

During emergency leave ~~periods~~period in excess of thirty (30) calendar days, vacation leave, sick leave, or time toward yearly evaluation shall not accrue.

## MILITARY LEAVE

- a. A permanent employee shall be granted leave with compensation for the difference in salary for active duty, for service in the National Guard or in the Armed Forces reserves for the purpose of fulfilling annual field training. Paid military leave shall not exceed ten (10) working days in any one (1) calendar year. (Utah State Code 39-3-1 & -2). Any compensation, including travel and expense allowance, received by the employee must be turned back to the City of Blanding.

## JURY LEAVE

- a. A permanent or probationary employee may be granted leave with full pay when performing jury duty or when required to serve as a witness in any municipal, county, state, or federal court, or before an administrative tribunal. Any compensation, including travel and expense allowance, received by the employee must be turned back to the City of Blanding. Paid leave will not be granted when the employee is serving as his own witness in financial and related suits which he has initiated.

## ADMINISTRATIVE LEAVE

- a. A permanent or probationary employee may be granted administrative leave with pay to perform authorized duties in connection with City business, to attend trade or professional meetings which relate to official duties, or to participate in recognized and authorized training programs.

## FUNERAL LEAVE

- a. The Mayor, or their designated representative, shall grant an employee up to three (3) days of funeral leave with pay to attend the funeral of the employee's spouse, child, stepchild, daughter or son-in-law, parent, stepparent, grandchild, mother or father-in-law, sister or brother-in-law, grandparent, spouse's' grandparent, brother or sister. Such leave shall not be charged against accrued sick or annual leave.

## LEAVE WITHOUT PAY

- a. Upon recommendation of the Mayor and approval of the City Council, an employee may be granted leave without pay for a specified period of time, not to exceed one (1) year. At the expiration of a leave without pay, the employee shall return to the same position, where feasible, or to a similar position. Failure of the employee to report promptly at the expiration of such leave without pay shall be considered a resignation without notice.
- b. A leave without pay shall not constitute a break in service. However, during leave without pay in excess of thirty (30) calendar days, vacation leave, sick leave, and time toward annual performance evaluation shall not accrue.

- c. Leave without pay shall be granted for education purposes when the employee's course of study will be of direct benefit to the City of Blanding, their absence will not be a hardship for their department, and the employee agrees to return to work at the end of the leave without pay period.
- d. To attend funerals not covered by the funeral leave policy.
- e. To attend to an ill or injured member of the employee's immediate family when such absence is not covered by sick leave.
- f. Employees are expected to apply for absences in advance and in writing, giving as much detail about the absence as is necessary so that the Mayor, or designee, may decide whether the leave without pay is warranted.

#### DOCUMENTATION OF LEAVE

- a. Some of the above absences must be supported by a copy of the official paperwork causing the absence. Such paperwork must be submitted to the Mayor, or their designated representative, as soon as possible. In some cases where official paperwork is not available, the Mayor, or their designated representative, may request that the employee supply additional information in writing to support the absence.