Regular City Council Meeting

Minutes

Tuesday, July 25, 2023 at 6:00 pm

Agenda

A regularly scheduled meeting of the Duchesne City Council will be held at the Duchesne City Office Building, 500 East Main, Duchesne, UT at the above date and time. The agenda will be as follows:

1. **Roll Call, Prayer, Pledge**

Minutes:

- Mayor Rodney Rowley conducted the meeting. City Recorder, Kim Hanson, took minutes. City Council Members present were Jenny Adams, Jason Baker, Bryce Hamilton, Danny Peatross and Cody Ivie Council Member Peatross offered the prayer.
- Public Attendees: Lane Genereaux, Jessie Anderson, Jill Johnson, Betsy Johnson, Lindsay Ochoa, Jacob Ochoa, Emily Johnson, Susan Hamilton, Deb Herron, William Johnson and Garrett Johnson

2. **Minutes**

Minutes:

MOTION by Council Member Adams, seconded by Council Member Hamilton to approve the minutes from July 11, 2023

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Peatross - Aye
- Council Member Hamilton -Aye
- Council Member Ivie - Aye

Motion carried by unanimous vote.

3. **Business License**

Minutes:

Jessie Anderson would like to open Wild Child Care, an in home daycare at 590 W Main.

MOTION by Council Member Adams, seconded by Council Member Hamilton to approve the business license for Wild Child Care.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Ivie - Aye
- Council Member Peatross– Aye
- Council Member Hamilton - Aye

Motion carried by unanimous vote.

Emily Johnson would like a business license for Jems 'N Jewls a boutique located at 12 E Main.

MOTION by Council Member Baker, seconded by Council Member Hamilton to approve the

business license for Jems 'N Jewls.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Ivie - Aye
- Council Member Peatross– Aye
- Council Member Hamilton - Aye

Motion carried by unanimous vote.

4. **Sanitary Survey**

Minutes:

Lane reported that Joe Hadlock from TriCounty Health did the sanitary survey. He said the water tank looks good. He said we need to update our Cross Connection ordinance and send out a flier to all citizens on the Duchesne City water system educating them on cross connection prevention. If this is done within 30 days, he will not push the issue of the fence around the tank. The Ordinance will be passed tonight and the flier will go out in the mail tomorrow. This survey is conducted every three years.

MOTION by Council Member Ivie, seconded by Council Member Peatross to approve mailing the cross connection flier to Duchesne City residents.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Ivie - Aye
- Council Member Peatross– Aye
- Council Member Hamilton - Aye

Motion carried by unanimous vote.

5. **Ordinance 23-2: An Ordinance Of Duchesne City Amending Title 8 Chapter 3 Cross Connection Control**

Minutes:

Lane also talked about the need to update the City's Cross Connection Ordinance. Ordinance 23-2 will amend title 8 section 3. Rural Water sent an updated Ordinance we will be revising and using it as our own. There was some discussion about changing some of the wording, the changes were made.

MOTION by Council Member Peatross, seconded by Council Member Baker to approve Ordinance 23-2.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Peatross - Aye
- Council Member Hamilton -Aye
- Council Member Ivie -Aye

Motion carried by unanimous vote.

6. **Duchesne City Cross Connection Control Policy**

Minutes:

Lane also told the Council that the City needs a Cross Connection Policy. Rural Water sent a copy of a policy that most municipalities are using. We can adopt it as our own. The council discussed

this matter.

MOTION by Council Member Ivie, seconded by Council Member Adams to approve the Duchesne City Cross Connection Control Policy.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Peatross - Aye
- Council Member Hamilton -Aye
- Council Member Ivie- Aye

Motion carried by unanimous vote.

7. **Council Chamber AV Upgrades**

Minutes:

The Council discussed upgrading the sound system and the cost of purchasing one. Kim will set up a virtual meeting with Shawn from Gencomm for the next City Council meeting.

8. **Annexation for W 300 S - Stephanie Robinson**

Minutes:

Stefanie Robinson was not in attendance.

9. **Investment Policy - Deb Herron**

Minutes:

Deb talked about having a written investment policy. The State Treasurer's office requires this policy in order for the City's Treasurer to invest City money into interest bearing accounts. She explained the different types of investments the City could participate in. There was some discussion about how this would be done and about the risks and rewards of doing so. Motion to approve the Duchesne City investment Policy.

MOTION by Council Member Baker, seconded by Council Member Ivie to approve the Duchesne City Investment Policy.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Peatross - Aye
- Council Member Hamilton -Aye
- Council Member Ivie - Aye

Motion carried by unanimous vote.

10. **Treasurer Report - Deb Herron**

Minutes:

Deb reported a sweep account was opened at Zions Bank. It earns 4.85% interest on the checking account balance.

11. **Planning And Zoning**

Minutes:

Nothing to report.

12. **15-Minute Open Session**

Minutes:

- Lane said the patching they did at the pool is working, but the pool still needs to be resurfaced to prevent problems in the future.
- Casey is getting the concrete on Main Street finished before the fair. The City employees have been helping with the skid steer. Lane recommended they finish in front of the football field before football season starts.
    - Work orders are being done on paper now. The on call person will have the work order book and record all call outs.
    - Lane would like to lift the fence and bring in road base to fix the problem at Marnie Somervilles house located at 219 E 200 S

13. Book Of Complaints, Concerns And Comments

Minutes:
Cana Ivie complimented the ladies in the office.

14. Mayor And Council Review Of Old Business

Minutes:
Due to the County Fair, the next City Council Meeting on August 8th will be canceled. Council Member Baker talked to Mark Nielsen about the contents of the Pope House. Mark suggested putting it in various local businesses. Mark also talked about forming a non-profit and having the City donate the displays and artifacts. Council Member Ivie said Dea Skewes is concerned about the artifacts getting lost. Council Member Ivie also talked about the items donated by Bill Wardle. Council Member Hamilton said it needs to be in a museum. Council Member Baker said if Mark Nielsen takes the artifacts and displays he would become responsible for them. Council Member Bakers will talk more with all involved parties. Council Member Ivie said V-6 Media will do the videography for the Pope House. Council Member Ivie asked about the corrections on the plat map for the bowling alley. Mayor Rowley said Jerry Allred is working on it. Council Member Adams will ask Robin Caulkins if she wants the Christmas decorations that are in the bowling alley. Lane said he will get all of the equipment out that the City needs. Council Member Baker asked when the buyer of the bowling equipment will have all of it out. Mayor Rowley said he will have it all out by next week. Mayor Rowley talked about how city water and electricity is tied to the bowling alley and solutions to separate them. Council Member Baker asked Deb & Kim how to dispose of the pope house artifacts legally.

15. Work Session

Minutes:
There was no work session.

16. Executive Session

Minutes:
An executive session was called to discuss personnel.

17. Adjournment

Minutes:
MOTION by Council Member Baker, seconded by Council Member Ivie to adjourn the regular City Council meeting and go into an executive session to discuss personnel at 7:35 pm.

- Council Member Adams– Aye
- Council Member Baker– Aye
- Council Member Peatross - Aye
- Council Member Hamilton -Aye
- Council Member Ivie - Aye

Motion carried by unanimous vote.

DRAFT

Attest:

Kim Hanson, Recorder: _____

Rodney Rowley, Mayor: _____

Contact: Kim Hanson (khanson@duchesnecity.com 435-738-2464)