Mayor Leak called to order a regular Cornish Town Council meeting on October 18, 2023, at 7:00 p.m. at the Cornish Town Hall.

Attendance: Colton Creech, Chris Buxton, Lauren Draney, Matt Leak, John Forsgren

Absent: Brad Fisher

Citizens: Matt Regan

Staff Report: Lauren reported that on the bills there are charges from Lewiston for landfill fees. She said that she had thought that the fee on the last bill was for the whole town, but it was only for the dumpster at the park. Mayor Leak asked how many months it covered. Lauren said that it was three months and that it is $6 a can. Lauren said that she had printed out the bank statements to review.

Mayor Leak asked how things were going with employees. Lauren said that she had submitted everything for Clayton to the State. Creech asked if she had heard back from the yet. Lauren said she had not. Mayor Leak asked if the park was winterized. Buxton said that they had not.

Minutes:

Mayor Leak entertained a motion to approve the minutes for the regular meeting on October 4, 2023.

Buxton – Motioned; Creech - Seconded

Creech – Aye; Buxton – Aye; Fisher – Absent; Leak – Aye; Forsgren – Aye

The minutes were approved unanimously.

Action Items:

Executive Session:

Business Items:

Matt Regan – Matt passed out the financial report for fiscal year 2023. He said that the State has been requiring more and more reporting. He explained that if they do not all the required reporting the State will withhold sales tax and B&C Road funds. He talked about the financial report and what everything means, including the different accounts, bonds, and liabilities. He said that the Town does not have many liabilities. Mayor Leak asked if Matt has to report explanations of everything. Matt said that they do. Matt continued to explain the bond and other accounts. He talked about the restricted accounts including the road funding. Creech asked where the money was. Matt explained that the money is pooled together and does not need to be in a separate account. He also mentioned that what they have in the account may not match what is in the budget. Matt asked if there is anything else that has restrictions. Matt said that until the bond is paid off, they have to keep $23,000 in cash. Matt said that the Town has a good amount of savings to work with. Matt said that it is possible to transfer money

from the general fund to the enterprise fund and vice versa as long as it is part of the budget hearing and approved by the council. He also said that the Town could loan money from the general fund to the enterprise fund. Mayor Leak mentioned that the Town is getting grants and loans and asked what fund that would go into. Matt said it would go into the enterprise fund. He said that the money could be pooled in the same bank account, or it could be put into separate accounts. Matt went over the last three years in the accounts. Mayor Leak asked why there is a larger bump in the revenue. Matt said that he didn't know and that it was not very detailed. He suggested that it could be grants or from selling equipment or property.

Matt began to explain the expenditures. He explained that the highest change in expenditures was from Parks. Matt said that the Town has a good record of keeping expenditures lower than the revenue. Matt said that this financial report will be reported to the State and become public record.

The next report he went over was a compliance check, part of that are things like training, posting minutes, and reporting. Mayor Leak mentioned that there were closed meetings and that they followed the protocol explaining why they went into a closed meeting.

Matt said that the last part is the fraud risk assessment. He said that he left the answers the same as last year and that they could change anything if they needed to.

Dale Buxton asked if there is a limit for holding cash. Matt said that there is not a limit in the enterprise fund. They do not like towns to hold more than 100% of the current year's revenue. Matt said that they can subtract restricted amount. He said that any extra should be moved to capitol projects. Matt explained that if they accumulate too much money, they are over taxing the people. Creech asked if the Town should move money from the general fund. Matt said that it would probably be good to transfer some to the capital projects fund. Creech asked if they could keep it in the PTIF account. Matt said that they could and that it was just an accounting entry. He said that some local governments have a resolution that states whenever there is a surplus in the general fund it gets transferred to the capital projects fund. Mayor Leak and Creech both had not heard of that here. Creech asked if there would be another line item for capital projects. Matt explained that it would be a separate report.

Creech stated that the Town may be doing some potential annexation in the near future and asked what kind of tax implications they should look at. Matt said that it would depend on what the difference would be between the cost of the Town and the tax revenue would be. He said that if the cost if minimal it would be good for the Town. Creech asked about the county roads becoming part of the Town. Matt said that they would need to look at the Town's ordinances to see if there would need to be major improvements made and if not, it would not be a problem financially.

Creech asked if there are any other avenues the Town could use to get more revenue. Matt said that grants and raising tax rates would be the best way to increase revenue. He also said that the more roads they have the more fuel tax they get. He also explained that if there are businesses in Cornish that collect sales tax the Town would get a part of the sales tax. Mayor Leak asked about the sales tax from

Amazon. Matt said he did not know. Matt said that having businesses that collect sales tax could be a great way for the Town to get more revenue without raising taxes.

Creech said that the water district has reached out to the Town about exploring a partnership with the surrounding communities. He asked what questions they should ask as it is being explored. Matt said that it is very valuable to have a surplus of water and use it as a way to gain more revenue. Creech said that the Town has a surplus of water and that he thinks it would be beneficial to have access to more resources to maintain the Town's system. He mentioned that the State and the water district seem very interested in combining everyone on the west side of the valley. Forsgren said that there are implications for a town who can provide surplus water to a town that does not have the same availability of water. He said that it could get sticky when deciding how much growth another town is allowed. Matt asked if Cornish is connected to Lewiston. Mayor Leak said they are not, but the systems are really close to each other. He also commented that there are a lot of hurdles that they would have to jump to cross the river.

Mayor Leak asked if there were any more questions. There were none. Mayor Leak thanked Matt for attending the meeting. Matt left the meeting.

Mayor Leak asked if the council had any questions about the financial report. Creech said that they should follow up about how to transfer funds. Lauren said that it might need to be done during a budget hearing. They will look into it and make a plan moving forward.

Roads- Forsgren said that they postponed the roads for a wedding, and they lost their chance for road work this year because of flooding. The Town will not be spending any road money this year. He said that they have an appointment set in March of next year to look everything in the spring. Creech asked about how that would affect the budget. Forsgren said that the county can do the work in June and bill it in July or August in the next fiscal year or they could split it between two fiscal years. Forsgren said that he is going to look at a couple of snowplows and wondered what the process is for spending the money. Creech said that he would need get a price and get it approved in a council meeting.

Planning & Zoning – Creech said that Charles Olsen is pouring footings. Mayor Leak said that Robert Eames is concerned that it is too close to his property. Creech asked what the plans showed. Lauren said that the plans that he submitted showed he was good. Creech said that as long as the back of the building is 36 feet from the back of the property line, he is ok. They discussed the size of the building. Mayor Leak said that Robert was upset about how close it is to his house and the time of day they are working. Forsgren said that he would go and measure it. Creech said that they had concerns with the Lunday's house being too close to the road.

Mayor Leak asked about the BSC bill. Creech pulled up the invoice in question. He explained that the invoice included three meter installations plus three road bores. He pulled up the invoice that was sent from Austin Veibell which was separate from the meter installation. He went and talked to Austin and Kaitlin and talked to them about the situation. They had an invoice from work that was done for power but not the water. Creech pulled up the invoice for Mayor Leak and Gordon which covers additional work outside of the meter installation. Creech explained that Austin, Mayor Leak and Gordon will need

to split the invoice for the installation of the three meters. Creech said that Austin is not able to pay his share of the bill at this time and they may need to do a payment plan or trade work to pay it off. Creech said that he does not see anything that suggests that Bracken was double paid like they had originally thought. Mayor Leak asked if the total per person would be $4166.50. Creech said yes. Creech said that when he talked to Bracken, Bracken agreed to waive the late fees for the other invoice. Mayor Leak said that he and Gordon can pay it but that they will need to figure something out with Austin. Creech said that it would be easier to have him on a payment plan rather than do a trade. They discussed what a good payment plan could be. Creech suggested that they have him help do work for the parking lot at the park. Buxton said that he could help take out the trees. Forsgren said that they should make sure if they do a trade, they have it in writing and do it at an hourly rate.

Mayor Leak said that he is still not sure how the billing for a water hookup works. Creech said that they had discussed it with Zak they had him send the contractor the check, so the Town is not in the middle. Mayor Leak said that Bracken said that the Town should be responsible for the line from the main line to the meter. That way the Town knows what is going on and who is doing the work. Buxton suggested having a set price depending on whether there is a bore or not. Mayor Leak said that Bracken will not do set prices. Forsgren suggested having an approved contractor list. Creech said that they could meet with contractors and let them know how the Town wants things done. They talked about who pays for the meter. Mayor Leak said that they need a protocol. Creech suggested that when someone comes in to get a water connection, they choose a contractor from an approved list, meet with the water manager, and they provide all the equipment. He continued to explain that they do not provide a meter before a utility service agreement is in place. The contractor should build the Town and the Town will bill the resident and they will not get their water turned on until they have paid. Mayor Leak suggested that the contractor bills everything from the mainline to the meter then bill the homeowner from the meter to the home. Creech said that it needs to be billed one invoice per meter. Buxton said that they should leave it up to Clayton as the water manager.

Mayor Leak said that not long after the meter at Gordon's was put in it was smashed by a truck. He asked who would is responsible for paying for it. Forsgren said that when someone hit a power pole insurance paid for the damage. He also suggested that they require a post to protect the meter. Mayor Leak said that they should work on an ordinance setting the protocol for billing, installation of water lines, as well as meter placement. Creech said he will work on preparing an ordinance. Mayor Leak said that they should include something saying that the water manager or someone representing the Town is there during the hot tap to make sure that.

Parks/Town Hall/Finance – Buxton said that he trimmed a bunch of trees for the garbage. He thinks that they need to do more trimming on the north side and remove the trees on the south end fence line. Mayor Leak asked why the bathroom was out of order. Buxton said that it was because the door doesn't close.

Water – Mayor Leak said that Fisher is working on a water leak. Mayor Leak said that he will contact Lee Black about the possible leak at his house. He also said that there might be a small leak by the Smith's.

Old Business:

Mayor's Report: Mayor Leak said that he is working on getting everything submitted for the grants. He also said that they are waiting on the power company to put a new power pole in and get power to the well house. He explained that the land description does not match the County maps. He said that he is still working with the Pitchers to figure out where the property lines are. Mayor Leak said that he has been working with Jodee Buckner about the adjusted property lines. Creech pulled up the County parcel map and explained what had been recorded. He also pulled up the survey maps from showing the incorrect property lines as well as the correct property lines. Mayor Leak said that he will send all the information to Jodee to have her approve it.

Buxton asked if they had demolished the wellhouse. Mayor Leak said no, they are still waiting for power.

Citizen comments: Dale asked to fix the leak on the corner of 13400 N 4800 West. Mayor Leak said that Fisher had called Levi and that Levi had checked it and called in for blue stakes.

Next Meeting:

Bills:

Total = $6,665.18

They discussed the landfill fee from Lewiston. Creech suggested doing a set monthly amount and at the end of the year either charging more to cover any fees that went above the monthly amount or crediting any extra that was paid if the amount was less than the monthly fee. Lauren said that they are charging $6 a can per month so far. Buxton asked how Lewiston knows how much to charge Cornish. Forsgren said that it looks like it is averaged out. Mayor Leak said that it is going to be hard to implement a new charge especially since they will need to cover for the past three months. Mayor Leak also said that part of the invoices from Lewiston is for fire and EMS services. Mayor Leak asked Lauren to get some clarification on the invoices from Lewiston. Creech reviewed the contract from Econo Waste, and he said that there was nothing in it about additional fees for the landfill. Mayor Leak looked up a text conversation with the Lewiston Mayor Jeff Hall where they talked about landfill fees. Forsgren asked if the landfill fee should have been in the contract from Econo Waste. Mayor Leak commented that the landfill fee for dumpsters is billed through Econo Waste. Creech said that it might be worth renegotiating. Buxton said that they missed several cans at the last pickup. Mayor Leak said that he just got an interlocal agreement for landfill fees from Mayor Hall and read it to the Council. Creech said that because this was not in a contract, we should not pay the landfill fees. Mayor Leak said that the Town is not bound to pay Lewiston because there is no contract, but they are bound to Econo Waste for 5 years. He suggested sending the agreement from Lewiston to our attorney to look it over. Mayor Leak said that he will call and talk to Val from Econo Waste and Mayor Hall. Mayor Leak asked if they should pay the bill for Lewiston.

Mayor Leak entertained a motion to pay the bills pending verification on the Lewiston invoices.

Buxton - Motioned; Forsgren – Seconded

Creech – Aye; Buxton – Aye; Fisher – Absent; Leak – Aye; Forsgren - Aye

The bills passed unanimously.

Adjourn:

Mayor Leak entertained a motion to adjourn.

Buxton – Motioned; Forsgren - Seconded

Creech – Aye; Buxton – Aye; Fisher – Absent; Leak – Aye; Forsgren - Aye

Ended at 9:31 p.m.