

**Town of Dutch John**



**P. O. Box 235**  
**Dutch John, UT 84023**  
[www.dutchjohnn.org](http://www.dutchjohnn.org)

ATT. 2023-2024

**NOTICE OF PUBLIC MEETING**

**Town Council Regular Meeting**  
**Dutch John Conference Hall**  
**October 25, 2023 7:00 P.M.**

**MINUTES FOR MEETING AGENDA**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**ATTENDANCE:** Sandy Kunkel, Trevor Brooksby, Al Pulham, Amy McDonald, Harriet Dickerson.

**Excused:** Terri Winn, JD Guymon. Butch Johns, Brent Hodges.

**1. CONSENT AGENDA**

**1.1 Minutes of meeting: October 11, 2023**

**1.2 Business Licenses: Patrick R. Krause**

**1.3 Expenditures: Fire Blanket Estimated \$2,000, Union Wireless \$113.88.**

**1.4 Correspondence:** Mr. Brooksby reported Dominion is putting gas in the Cicada Cove property. He and Allen Parker have discussed the street sign requirements for this property as well. They need to put up street signs according to standards. There will be a final walkthrough before very long. After that if everything is approved, it is final but there is a two-year warranty period before the public utilities become the Town's.

**1.5 Cicada Cove Escrow Release Funds: None**

Mr. Brooksby moved to accept the Consent Agenda with corrections. Mr. Pulham seconded. Motion passed unanimously.

**2. PUBLIC COMMENT**

Mr. Brooksby wanted to thank the BOR for their assistance in the repairs being made to the Water/Sewer Treatment Plant. Their help in resolving an issue significantly reduced the amount of time that would have been required without this assistance.

**3. OLD BUSINESS**

**3.1 Western Rivers Old Post Office Lease – Discussion and Possible Action**

Mayor Kunkel asked for members to review and comment after last meeting. She received one comment – asking to increase the monthly rental amount. After thorough discussion of all factors involved, particularly possible maintenance issues, Mr. Pulham moved to propose an increase in the rent to Six Hundred Dollars (\$600.00) per month and continue the lease upon acceptance of the terms by Western Rivers. Mr. Brooksby stated the motion needs to include that rental payment will be due on or before the last day of each month. With that addition he seconded the motion. Motion passed unanimously.

### **3.2 Town Maintenance Position, Review Applicant – Discussion and Possible Action**

Mayor Kunkel had forwarded the application papers from Brent Hodges for review. Discussion followed. There are no other applicants. We had also received copies of additional paperwork in order to be compliant with regulations necessary for hiring an employee. Council also reviewed these forms and additional questions involving the process. A drug test, background check, proof of citizenship all need to be verified before the hiring process is complete. Mr. Brooksby asked Mr. Hodges if he believed he would have the time during his busy summer season. It was determined that the Council doesn't fully understand the rules involving the "not to exceed 20 hours a week" over a certain time period, particularly involving giving benefits. Mr. Pulham also clarified his understanding that we are looking for a basic handyman's position to do all the relatively simple things that need to be done. Mr. Pulham will be the person for Mr. Hodges to go to with questions and to answer questions. Mayor Kunkel suggested we explore the rules and hopefully have accurate information for the next meeting. Mr. Brooksby restated if the information comes back and is acceptable to the Council then it can be presented to Mr. Hodges for his acceptance as well. Mr. Brooksby's perception is that the only problem could be with the snow season and how much time is required.

Mayor Kunkel thanked Mr. Hodges for his interest and application and we will move forward after procedural direction from our attorney.

### **3.3 Cemetery MOU with Daggett County Water and Sewer System – Discussion and Possible Action.**

Mayor Kunkel had submitted this for Council and the Cemetery Board to review. The only correction needing to be made involving re-numbering of paragraphs. Because it was voted on at a prior meeting, with this change the document can be executed.

### **3.4 Winter Season Ordinance. Discussion and possible action.**

Mayor Kunkel is asking if Council believes the wording in the Planning & Zoning Ordinance in place is sufficient or if we need to develop and pass a separate ordinance. After discussion, Council agreed the current Ordinance is sufficient. Letters will be mailed to all residents informing them of the rule. Mr. Brooksby moved that Council put together the winter notice letter identifying the Code 1328 paragraphs 3 and 4 and mail to residents by November 1<sup>st</sup>. Mr. Pulham seconded. Motion passed unanimously.

## **4. NEW BUSINESS**

### **4.1 Text Service Subscription – Discussion and Possible Action.**

Ms. McDonald presented two options for review and discussion. This service can be used to fulfill requirements for our emergency preparedness obligations as well as general information, i.e. days when the garbage truck is unable to get to Dutch John because of the weather. After discussion, stressing notices need to be individual – not group so that individual privacy is ensured. Mr. Pulham moved to accept and pursue the Quick Send service for texting information to the community of Dutch John. Mr. Brooksby seconded. Motion passed unanimously.

#### **42 Operation Round-Up Donation – Discussion and Possible Action**

Mayor Kunkel reported this item involves a \$500.00 donation received each year from Bridge Valley Electric to be spent on individuals in our community who need assistance particularly during the Christmas season. After discussion, Mr. Brooksby moved the money be split in half, giving \$250.00 each to two individuals. Mr. Pulham seconded. Motion passed unanimously.

#### **4.3 Involvement with Manila Senior Citizens Center – Discussion and Possible Action**

Mayor Kunkel said Nate Zilles called and said they are reorganizing the Senior Citizens operating plan. He is part of this because this project is funded with a CIB grant. They would like the County, Town of Mania and Town of Dutch John to part of this re-organization. They want to have a Board of Directors and they want a representative from each entity to be on this Board. They are also asking for contributions. We can choose not to contribute but they still would like us to have a representative on the Board. Mayor Kunkel said she explained to Mr. Zilles that our citizens have not participated in this project mainly because of the driving distance. Senior Citizens generally avoid driving particularly in the cold winters. This also leads to a situation where we do not know the people in Manila and they don't know us. Eventually, the new planner would like to have a bus which could provide transportation. The question is how involved do we want to be as a Town. Ms. Dickerson feels that people in Town won't use the service much, even with a bus. Mr. Pulham agreed that most senior citizens in Dutch John wouldn't offer much support for this endeavor. Mayor Kunkel reviewed the consensus that the Town would not offer a monetary contribution. She volunteered to be our representative on the Board being established. She will convey this information to Mr. Zilles.

#### **5. MEETINGS / TRAINING / INFORMATION REPORT OUT**

##### **Review Meeting Calendar**

Volunteer Fire Department – J. Guymon. Mayor Kunkel reported Chief Guymon had found the proposed fire blankets are reusable. The Chile cookoff will be held on November 4<sup>th</sup>. Mayor Kunkel asked about the Fire truck on the road by Cedar Springs. Mr. Brooksby reported this truck is the one owned by the Marina. They are installing a sewer line. Mr. Pulham wanted to acknowledge appreciation for whoever has been stacking the burn pile. Mr. Brooksby added Longhorn has stacked their materials and he believed Burdick did the same.

Planning & Zoning – A. McDonald. Ms. McDonald said they had been doing training lately. Last week they did Powers and Duties. Mr. Pulham wanted to compliment Weavers for the fine job they have done with curbs and gutters. It is incredible. Mayor Kunkel said Mr. Moser's addition is also very nice.

Roads/Trails – T. Brooksby Mr. Brooksby updated that Civco Engineering has informed him that there is grant money through a UDOT program that has allocated \$7 million a year for the next 20 years. The money was not spent last year so this year there is \$14 million available for non urban areas of the State. They are willing to submit a grant application for \$2 million for our roads. This would be for our main roads – North and South Blvd and Sixth

Avenue as well as our Dutch John Bench road. They will get us an estimated cost. Mr. Brooksby asked them to pursue this on our behalf. It will be presented to Council for approval before going forward. The grant is a 7% math.

Additionally, Mr. Brooksby was also notified that Burdick Construction was awarded the contract for next summer for the work on #191 and Hwy 44 that goes to Manila. They are going to start conversations with the County and the Town to set up a batch plant on the airport for these projects. Mayor Kunkel asked the amount of acreage involved. Mr. Brooksby estimated approximately two acres. It would utilize the Bench Road and the Little Hole Road. Unofficially they are offering to gravel the Bench Road. They would also have to correct damage to the Little Hole Road. Mr. Brooksby said part of the project involves from Down Mountain to Manila and this is the main reason why they need a batch plant as close as possible. He explained the process. Quite a project.

**Building/Grounds** - Mayor Kunkel reported the stove, fridge and piano are gone. We can move forward. Mr. Brooksby anticipates a preliminary sketch of possibilities for discussion. Mr. Brooksby would also like to get an estimate for door access.

**Cemetery** – T. Winn

**Freedom Festival** July 6, 2024

**Elections** – Ms. Dickerson said Brian Raymond posted in the post office a letter which explains to people when and how they can vote. We could discuss sending an additional letter to residents but this would have to be approved by the State. Early voting will be here on the 16<sup>th</sup> but no in-person voting on election day in Dutch John, only in Manila. There are numerous options for voting for people.

There being no further items for discussion, Mr. Brooksby moved to adjourn. Mr. Pulham seconded. Meeting adjourned at 8:50 p.m.

  
Harriet Dickerson, Clerk