

**STATE OF UTAH  
COUNTY OF SEVIER  
TOWN OF ANNABELLA**

**TOWN COUNCIL MEETING  
October 12, 2023**

Minutes for the Annabella Town Council Meeting held Thursday, October 12, 2023, beginning at 6:00 p.m. in the Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Mayor Brent Christensen conducting.

1. ROLL CALL
2. OPENING REMARKS
3. PLEDGE OF ALLEGIANCE
4. RICK ROBERTS, KIMBALL & ROBERTS FINANCIAL STATEMENTS AND REPORT
5. APPROVAL OF MINUTES
6. APPROVAL OF WARRANT REGISTER
7. 2024 DOG LICENSING CLINIC
8. DEPARTMENT BUSINESS
9. ADJOURN

**TOWN COUNCIL 6:00 p.m.**

Public in attendance:

*Rick Roberts*

*Eric Nielsen*

1. ROLL CALL. Mayor Christensen confirmed the attendance of Councilmembers Jill Anderson, Ken Blackburn and Kelvin Johns. Councilmember Hayven Dunn was excused. Also present were Tina Mitchell, Clerk, and Scott Thomsen, Maintenance Supervisor.
2. OPENING REMARKS. Councilmember Anderson led the group in a prayer.
3. PLEDGE OF ALLEGIANCE. Tina Mitchell led the group in reciting the Pledge of Allegiance.
4. RICK ROBERTS, KIMBALL & ROBERTS FINANCIAL STATEMENTS AND REPORT. Rick Roberts was in attendance to discuss the Town's financial statements and agreed upon procedures. He stated that the Town is following and complying with state laws (no exceptions were noted during the review). He explained that the Town's liabilities are equal to 20% of the assets. Mayor Christensen asked what the norm is. Mr. Roberts replied that every town or city is different, but it is something to be aware of. Mr. Roberts also reviewed and explained the financial statement with the Town Council. The Town Council thanked Mr. Roberts for his work.



5. APPROVAL OF MINUTES. The minutes from the September Town Council meeting were presented for approval. **Councilmember Anderson motioned to approve the minutes as presented, and Councilmember Blackburn seconded the motion. The motion passed unanimously with a roll call vote (Summary: Yes=3). Councilmembers Jill Anderson, Ken Blackburn, and Kelvin Johns voted in favor.**

6. APPROVAL OF WARRANT REGISTER. The Town Council reviewed the warrant register and **Councilmember Blackburn made a formal motion to approve it. Councilmember Johns seconded the motion, and it passed unanimously with a roll call vote (Summary: Yes=3). Councilmembers Jill Anderson, Ken Blackburn, and Kelvin Johns voted in favor.**

7. 2024 DOG LICENSING CLINIC. Tina Mitchell explained that the annual dog clinic is scheduled for February. She noted that Dr. Johnson has proposed offering free rabies vaccinations and free dog licensing on the day of the clinic. Dr. Johnson would cover the cost of the rabies vaccination and offer other vaccinations for a fee. In conjunction, the Town would register/license the dogs for free, on the day of the clinic only. Tina Mitchell explained that the Town generates around \$2,200 annually from dog licensing and asked the Town Council's thoughts on Dr. Johnson's proposal. The Town Council was receptive to the idea and decided to try it this year to see if more dogs get licensed. **Councilmember Anderson made a motion to waive the dog license fees on the day of the clinic, February 2024. The motion was seconded by Councilmember Blackburn and the motion carried unanimously. (Summary: Yes=3). Councilmembers Jill Anderson, Ken Blackburn, and Kelvin Johns voted in favor.**

#### 8. DEPARTMENT BUSINESS.

PARKS & ACTIVITIES: Councilmember Anderson gave an update on plans for the Pheasant Hunter's Dinner. It was noted that the Youth Council will be meeting soon and discussing plans to help with the dinner and a Christmas activity. Tina Mitchell noted that she has Bill Lee scheduled as Santa for December 4<sup>th</sup> in case they decide to have a Santa at the activity.

#### WATER:

Scott Thomsen explained that the Rural Water Conference will be coming up in February. He suggested that Eric Nielsen attend the courses to obtain his Cross Connection Program Administrator certification. Scott added that it is a weeklong course and expenses to the Town would include the hotel stay, travel, food reimbursement, and registration fees.

Scott Thomsen reported that the heater at the Old Town Hall needs to be replaced. He noted that Blackett's will be stopping by to give a bid on the replacement. Scott asked if there is a procedure or policy requiring that a business be licensed, bonded and insured to work for the Town. Tina Mitchell

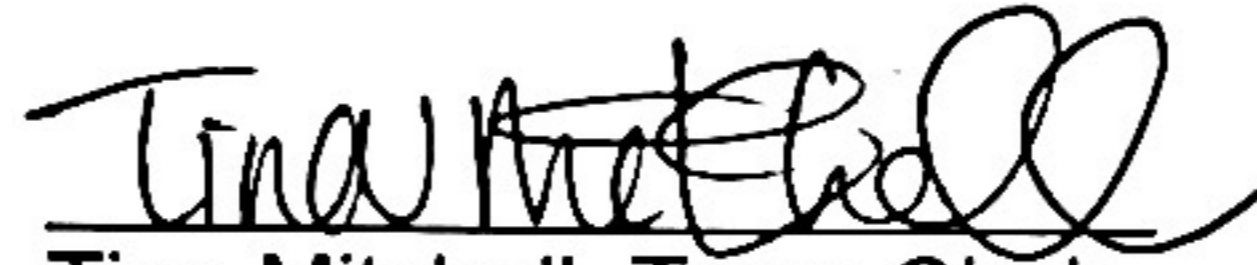
answered that she will look into it. Mayor Christensen noted that if a business is licensed, they most likely had to obtain insurance and the required certification to perform the service they offer.

9. ADJOURN. At 6:38 p.m., Councilmember Anderson motioned to adjourn the meeting, Councilmember Johns seconded the motion, and the motion passed unanimously.

Minutes of the Town Council meeting held Thursday, October 12, 2023, were approved on this 9th day of November, 2023.



Brent Christensen, Mayor



Tina Mitchell, Town Clerk