



DELTA CITY COUNCIL REGULAR MEETING

Wednesday, October 18, 2023 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

PRESENT

Mayor John Niles
Council Member Brett Bunker
Council Member Betty Jo Western
Council Member Kiley Chase
Council Member Nick Killpack
Council Member Robert Banks

ALSO PRESENT

Dent Kirkland
Todd Anderson
Sherri Westbrook
Michelle Lovejoy
KC Bogue

CALL TO ORDER

Mayor Niles called the meeting to order at 7:01 p.m. He stated that notice of the time, place, and agenda of the meeting had been posted at the Delta City Complex, on the Delta City website, on the Utah Public Notice website, had been provided to the Millard County Chronicle-Progress, LLC and each member of the City Council at least 24 hours before the meeting. Mayor Niles conducted a roll call. Council Members Killpack, Chase, Western, Banks, and Bunker were present.

OPENING REMARKS

Council Member Bunker offered the opening remarks.

PLEDGE OF ALLEGIANCE

Mayor Niles led those in attendance in the Pledge of Allegiance.

CONSENT AGENDA

1. Minutes Approval: CCPH 2023-09-20

The minutes of the City Council Public Hearing held on 9/20/23 were presented for approval. Council Member Banks MOVED to approve the minutes of the City Council Public Hearing held on 9/20/23. The motion was SECONDED by Council Member Bunker. Mayor Niles asked if there were any other questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Banks, Seconded by Council Member Bunker.

Voting Yea: Council Member Bunker, Council Member Western, Council Member Chase, Council Member Killpack, Council Member Banks

2. Minutes Approval: RCCM 2023-09-20

The minutes of the Regular City Council Meeting held on 9/20/23 were presented for approval. Council Member Western MOVED to approve the minutes of the Regular City Council Meeting held on

9/20/23. The motion was SECONDED by Council Member Bunker. Mayor Niles asked if there were any other questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Western, Seconded by Council Member Bunker.

Voting Yea: Council Member Bunker, Council Member Western, Council Member Chase, Council Member Killpack, Council Member Banks

3. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2023-10-18 \$420,795.40

The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending 10/18/23 of \$420,795.40. Council Member Bunker MOVED to approve the disbursed payments dated 10/18/23 of \$420,795.40. The motion was SECONDED by Council Member Killpack. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Bunker, Seconded by Council Member Killpack.

Voting Yea: Council Member Bunker, Council Member Western, Council Member Chase, Council Member Killpack, Council Member Banks

PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation

BUSINESS – Any such business as may come before the Council.

4. Council authorization for the Delta City Mayor to execute an Unsecured Loan Agreement with the Water Quality Board State of Utah for an unsecured short-term loan and design grant.
Action: Discussion/Consideration for approval.

Council Member Killpack MOVED to approve the authorization for the Delta City Mayor to execute an Unsecured Loan Agreement with the Water Quality Board State of Utah for an unsecured short-term loan and design grant. The motion was SECONDED by Council Member Chase. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Killpack, Seconded by Council Member Chase.

Voting Yea: Council Member Bunker, Council Member Western, Council Member Chase, Council Member Killpack, Council Member Banks

5. Dent R. Kirkland, Public Works Director, Public Works Update
Discussion Only

Public Works Director Kirkland provided a Public Works update to the Council. They have been winterizing buildings, and they patched 750 North. They did some asphalt work.

The ridgetop tank leaked, they drained it and cleaned the sand out. The link seal was leaking, so all pipes going into the tank will get new leak seals. They will be filling it up next week. Council Member Killpack asked how much sand was in the tank, Kirkland replied there was approximately 7 yards, but it had been six years since they cleaned it last.

Public Works has seen an increase in building permits. One building permit will require an interpreter. Attorney Anderson added that mobile homes should not be building additions and that once they do they become a structure, and then they answer to the international building code. The application will need to be processed, and the manager of DelPark will need to be contacted. The manager is meant to contact Kirkland if they build.

Kirkland met with Sunrise Engineering about the sewer project. The project will go out to bid in the spring.

MJ Electric has ordered conduits for the pickleball courts. The Public Works Department can prepare the ground this winter.

They will start decorating for Christmas soon.

ADDITIONAL ITEMS

Attorney Anderson addressed the need for a contract for the 750 North railroad crossing. IFA is asking for a license to utilize the public right-of-way to put the crossing back in. The contract does not have a provision if they close that site or the duration that the public right-of-way can be blocked. Attorney Anderson wants that specified in the contract. State law duration of the public right-of-way being blocked is five minutes. The City Council agreed. The Council would like to add that they will be responsible for reverting it to the state that it was in when they bought it.

Mayor Niles added that Valley Ag completed their railroad spur. Public Works Director Kirkland remarked that there is a low spot. Grates will be installed on each side of the track.

KC Bogue asked if they could charge an impact fee to IFA. Council Member Killpack replied that an impact fee can only be applied for very specific fees and benefits growth. An impact fee can't be used for maintenance, only for growth. The contract with IFA is the best course of action. Attorney Anderson will rework the contract and send it back to IFA.

Council Member Chase provided an update on the Topaz Museum. They will be moving into phase 2 of the master plan. The Wakasa Stone will be incorporated in phase 2. Council Member Chase has a draft letter and would like to have letters of recommendation from the Council to apply for a grant. The Topaz Museum had 1,000 visitors on the day of the eclipse.

Council Member Banks asked if Delta City sent flowers for Greg Schafer's family. Delta City sent flowers and there will be a Celebration of Life Friday at 6.

Council Member Western was made aware of a situation in the office yesterday regarding the fill station. Les Olson will be able to install the program Water Plus on the front desk computer where everyone will have access to it. There should be one password. Jody Anderson needed authorization from Public Works before installation. Public Works Director Kirkland agreed that it should be installed on a common computer available for staff as needed.

Council Member Killpack provided an update from the Economic Development Board. An industrial development located on the east side of Delta is hoping to be annexed into Delta City. They are trying to find financing. Millard County has money set aside and they are trying to get a CDL program from Snow College in Delta. County grant money could help put in the infrastructure for industrial development. Delta City would need to designate areas for a Community Development Area. A portion of the tax would be used to repay the loan program to be used for further growth.

Council Member Bunker informed the Council that Trevor Poulsen has resigned. Council Member Bunker recommended that Delta City pay for new Public Works Employees to obtain a CDL, they will need to sign a contract. Public Works Director Kirkland remarked that the two people they were interviewing, neither one had a CDL.

Council Member Western had questions about URS. If someone at the School District works 5.75 hours a day, they would receive URS benefits, and she would like to explore to see if our policy is similar. Council Member Western would like to see if Katie Rodriguez would be eligible to receive URS benefits. Attorney Anderson replied that Rodriguez is seasonal, and she will be laid off for the winter months.

Council Member Killpack recommended that a Council Member be assigned to the Personnel Policy. Attorney Anderson will put the personnel policy recommendation on the agenda for the next City Council meeting.

Council Member Killpack also recommended changing the wording of Michelle Lovejoy's title from Librarian to Library Director.

Council Member Western asked about resuming weekly administration meetings in the office to help with communication. Jody Anderson recommended that Rebecca Peterson lead the meetings.

Council Member Western looked into pieces of training that are provided by Kantola. Council Member Western has been asked by the Public Works Department to provide in-person training. Utah League of Cities and Towns would be willing to provide in-person training.

Recorder Westbrook informed the Council that the City is contracted with Millard County for elections and that two people will be needed to transport ballots to Fillmore twice a week.

Britney Oppenheimer has been hired as the new janitor. She will be responsible for cleaning the Library, the City Hall, and the Sheriff's Office.

Attorney Anderson would like to have a Public Hearing in December for the vacation of narrow right-of-way streets. Attorney Anderson would like the ordinance conditioned upon each property owner within 300 feet signing off on it.

Council Member Killpack informed the Council that the townhome code might pass at the next Planning and Zoning meeting. The Planning and Zoning Commission would like each unit an individual self-contained lot with no communal space.

Council Member Banks asked about the trash receptacles and if there were any city enforcement. Mayor Niles replied that there are enforcements, and there has been work to clean it up performed, but cameras may need to be installed.

ADJOURNMENT

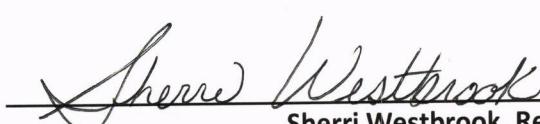
Council Member Bunker MOVED to adjourn the meeting. The motion was SECONDED by Council Member Western. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Bunker, Seconded by Council Member Western
Voting Yea: Council Member Bunker, Council Member Western, Council Member Chase, Council Member Killpack, Council Member Banks

The meeting was adjourned at 8:12 p.m.




John Wesley Niles, Mayor


Sherri Westbrook, Recorder