

Mayor Leak called to order a regular Cornish Town Council meeting on December 20, 2023, at 7:03 p.m. at the Cornish Town Hall.

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

**Absent:**

Citizens: Tom Griffin (via Zoom)

**Staff Report:** Lauren reported that she talked to Adam Long at Smith Hartvigsen and he said that the invoice was correct. She also said that she got an email from Tina Earnstrom about a donation from the Town for a children's theater program. They agreed to donate \$200. Lauren will add it to the bills for the next meeting. Lauren said that she add the new plow to the insurance.

**Minutes:**

Mayor Leak made a motion to approve the minutes for the regular meeting on December 6, 2023.

Forsgren– Motioned; Fisher - Seconded

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

The minutes were approved unanimously.

There was one spelling correction that needed to be made.

Mayor Leak made a motion to approve the minutes for the regular meeting on December 14, 2023.

Creech – Motioned; Forsgren - Seconded

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

The minutes were approved unanimously.

**Action Items:**

Mayor Leak explained that resolution 23-06 sets the meeting schedule for the year 2024. He asked if anyone had any questions. Fisher asked if they could do one meeting a month. Mayor Leak stated that he felt like they get more done and that they will need the extra meetings during construction of the water project.

Mayor Leak entertained a motion to approve resolution 23-06, a resolution to set the meeting schedule for the year 2024.

29 Fisher - Motioned; Buxton – Seconded

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

31 Resolution 23-06 was approved unanimously.

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33 Mayor Leak asked if they changed the fee schedule or if it needed to be approved each year. Lauren said

34 that she changed the fee schedule to add a deposit for the Town Hall rental. A required deposit is listed

35 on the rental agreement.

36 Mayor Leak entertained a motion to approve resolution 23-07, a resolution to amend the fee schedule.

37 Buxton - Motioned; Forsgren – Seconded

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

39 Resolution 23-07 was approved unanimously.

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41 Mayor Leak started a discussion of how much to pay employees. He pulled up a list of what everyone is

42 making. They talked about possibly giving Debbie McKnight and Jay Williams a raise. They also discussed

43 what they wanted to pay Clayton Richardson as the Water Operator. Mayor Leak suggested giving

44 Debbie a \$2 raise and doing a percentage rate for everyone else. Forsgren said that the average hourly

45 rate for a water operator in Utah is \$22.75. They said that they want to make sure that they find a rate

46 that is fair and makes doing the job worth their time. Creech asked why there was such a big difference

47 between Jay and Debbie. Buxton said that it was because he was working with the streets, water, and

48 the park. They decided to move Debbie to \$12 an hour and give Clayton \$20 an hour. Everyone but

49 Clayton will get a 10% raise. Lauren asked when that would go into effect. Mayor Leak said to start

50 January 1, 2024. Buxton mentioned that Debbie has mentioned that this summer will be her last

51 summer working at the park.

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53 **Executive Session:**

54 **Business Items:**

55 *Roads-* Forsgren reported that the new plow made it back to the valley. Mayor Leak asked how it drove.

56 Forsgren said that it drove great. He mentioned that the check engine light came on and off in Layton

57 but that when he took it to the mechanic it didn't show up on the computer. They talked about the parts

58 and repairs they will need to make on the plow. Mayor Leak said that if they need to get it registered

59 and inspected they will need to get the headlights. Creech asked if they had done a service on it.

Forsgren said that they did one in June but that a lot of miles have been put on it since then and the fuel filters need to be replaced. Mayor Leak said to check on the block heater and get batteries. They decided to do the rest of the items on the bid.

Creech asked if and how they register it. Fisher said that they did not register the last plow. Creech mentioned that they did not have the title for the old plow. Creech asked Lauren to check with the County. Creech also asked if it would be possible to get Town logo stickers to put on it.

Fisher asked who is going to plow. Mayor Leak said that Fisher could do it. Buxton said that he could do weekends. Mayor Leak said that they could have one person do it or they could do a rotation. Creech asked if they could buy salt from the County and if they needed to. Mayor Leak said that they have committed to salting the road to the Laws. He also said that it would be nice to salt more of the roads. Forsgren said that Trenton uses two loads of salt a year. They discussed how to store salt in the truck. Mayor Leak suggested getting salt from Lewiston.

Fisher suggested that they get it serviced before the forecasted storm so they can use it if necessary.

Mayor Leak said that Dan Heiner has asked that they do not plow past the Kirkman's. He said that when they plow beyond the Kirkman's it tears up the gravel in his driveway.

*Planning & Zoning* – Creech said that he met with the guy from the Trust for the insurance appraisal. He said that the Gancheff well was not on the list of properties.

Creech said that he has been looking for someone to replace Earl Creech on planning and zoning. He said that Darrell Stuart gave a soft maybe and Landon Hansen said he would do it. They decided to have Landon fill the seat. Mayor Leak asked if there are any questions or concerns.

*Parks/Town Hall/Finance* – Buxton said that they are making good progress with the basement. He said that they are going to wait on the parking lot for now to see if they can get RAPZ funds and do it all at once.

Creech said that they will need to have a special meeting next week to approve last-minute bills for RAPZ. They will hold the meeting on Thursday December 28 at 7:00.

*Water* – Fisher said that he did water samples. He said that they were going to shut off Lee Black's water, but he paid at the last minute. He also said that he watched Bracken fix the leak at Lee's house.

Mayor Leak asked if someone would be able to cut off the pipe at the Gancheff Well to six inches above the ground. Forsgren said that he has a band saw that he can use to cut it. Fisher said that he would go with him. Mayor Leak said that there is a screen that needs to go on it. Buxton said that there is some mesh downstairs that can be used. Mayor Leak said that that was the only thing that they needed to fix.

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**Old Business:**

**Mayor's Report:**

Mayor Leak asked if they had discussed the employee dinner. They decided to do it in January. Mayor Leak said that he would talk to the Law's. Creech said that they need to include Max Pierce since he is the animal control person for the Town. They decided to plan on about 25. They talked about when to do it. They decided to do it on Jan 31<sup>st</sup>.

Fisher said that when they went through stuff downstairs they did not finish cataloging it. He asked if they wanted to keep it. He said that a lot of it is lawsuits and project contracts. He asked if they want to send some of it so Salt Lake. Mayor Leak asked Lauren and Brad to work together to get it done.

Mayor Leak showed an invitation to a Mayor's dinner that the council was invited to.

Mayor Leak said that he got a call back from the Bank of Utah about the Koller's. He played the voicemail. They talked about who would be responsible if there were any accidents. Creech suggested having the Trustee write the language they want and have it added to the contract. Creech asked if Mayor Leak had talked Mike Wangsgard. He had not. Creech will follow up with Mike. Creech said that they were having problems getting a building permit because of the property line problems.

Mayor Leak asked what they need for the grant extension. Lauren said that they need the extension letter which she has written, and needs signed. She also has the paperwork for the fidelity bond and the escrow account.

**Citizen comments:**

Tom said that West Cache wants an agreement that lists where everything is. Creech asked if they wanted an easement. Tom said no that they just want a description of where the Town waterlines are. He explained that West Cache does not want responsibility for the waterline that runs along the canal. He said that their plan is to get the waterline deep enough that there should never be any problems. He also explained that they want something to show where everything is for future board and council members. Mayor Leak said that getting an agreement with documentation of where everything would be possible. He asked if they would need it for other areas throughout town. Tom said that would be a good idea if it is possible to do that. Creech listed a few places where they know where a waterline intersects the canal. Creech suggested looking at the water master plan. Mayor Leak will talk to Mark at CRS. Mayor Leak asked what they had done to the exposed pipe. Tom said that he didn't know if any work had been done. Mayor Leak asked Fisher if he would look at it. Mayor Leak asked if Tom had any other comments. He did not.

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142 **Next Meeting:**

143 **Bills:**

144 Total = \$32,651.58

145 Mayor Leak entertained a motion to pay the bills.

146 Creech - Motioned; Forsgren – Seconded

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

148 The bills passed unanimously.

149 **Adjourn:**

150 Mayor Leak entertained a motion to adjourn.

151 Creech – Motioned; Forsgren - Seconded

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

153 Ended at 8:38 p.m.