



**EPHRAIM CITY COUNCIL  
WORK MEETING AGENDA  
Council Chambers – Ephraim City Hall  
5 South Main, Ephraim, Utah  
Wednesday, January 17, 2024  
5:30 PM**

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Join Zoom Meeting

<https://us02web.zoom.us/j/83402967447?pwd=UWpML2d4NEErS0hldFJ4TGhzVXRmUT09>

**CALL TO ORDER**

**ROLL CALL**

- I. Presentation from the Army Corps of Engineers (Flood Plain)**
- II. Department Reports**
- III. Agenda Review**

**ADJOURNMENT**

In Accordance with the Americans with Disabilities Act (ADA) this facility is wheelchair accessible and handicap parking is available. Request for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact the city office at 283-4631 for information or assistance.

**CERTIFICATE OF POSTING**

The undersigned, duly appointed City Recorder / Authorized Agent, does hereby certify that the above notice and agenda was posted this 12<sup>th</sup> day of January 2024. A copy was also provided to the local media and posted on the Utah State website.

CANDICE MAUDSLEY  
EPHRAIM CITY RECORDER



**EPHRAIM CITY COUNCIL  
REGULAR MEETING AGENDA**  
Council Chambers – Ephraim City Hall  
5 South Main, Ephraim, Utah  
Wednesday, January 17, 2024  
6:00 PM

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Today's meeting will be held in person in the Council Chambers and is open to the public. Members of the press and public are also invited to view this meeting live with Zoom.

To participate in the public comment period or any scheduled public hearings, please email [candicem@ephraimcity.org](mailto:candicem@ephraimcity.org) before 3:00 PM on the day of the meeting.

Join Zoom Meeting 6:00 P.M.

<https://us02web.zoom.us/j/83402967447?pwd=UWpML2d4NEErS0hldFJ4TGhzVXRmUT09>

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## **CALL TO ORDER**

### **OPENING CEREMONY**

The Ephraim City Council invites any community organization, church, or individual resident to present a thought, reading, or invocation in the opening ceremony portion of the public meeting. Those wishing to participate in an Opening Ceremony should contact the City Recorder by the Friday morning preceding the meeting. City Council meetings are held the first and third Wednesdays of each month.

## **ROLL CALL**

### **PUBLIC COMMENT**

Members of the public may address the City Council on matters not listed on the agenda. Those interested should fill out a public comments form to be given to the Mayor prior to the meeting. Each individual will have five minutes to address the Council and may submit documents outlining their issue. The Council cannot take legal action on public comment at this time. At the conclusion of each public comment, the Council may respond to criticism made by those who have addressed them, may ask staff to review a matter or may ask that a matter be placed on a future agenda. All City Council meetings are recorded.

## **I. PUBLIC HEARING**

### **A. Public Hearing Regarding the Disposition of Historic Square Property**

## **II. MOTION AGENDA**

### **A. Approval of the January 16, 2024, Warrant Register**

Pages 5-15

### **B. Approval of the January 3, 2024, Work and Regular City Council Meeting Minutes**

Pages 16-21

### **C. Approval of the January 5, 2024, Special City Council Meeting Minutes**

Pages 22-23

### **D. Ephraim Crossing Phase Four Subdivision Final Plat Approval (Megan Spurling)**

Pages 24-27

The approval of the Ephraim Crossing Phase 4 Subdivision Final Plat which consists of dividing Assessor's Parcel S-782 into three (3) separate lots. Each of the lots would front onto 375 W. or 450 S.

## **III. APPOINTMENTS AND COUNCIL REPORTS**

Discussion and possible action on the following items:

### **A. Appointments**

- Appointment of Andrew Olsen to a five-year Utilities Board Term.

### **B. Council Reports**

1. City Council may report on meetings/events attended and issues discussed in meetings/events attended by a Councilmember in their official capacity as the City's representative.
2. City Council questions regarding the update must be limited solely for clarification purposes. If further discussion is warranted, the issue will be added to a future agenda for a detailed briefing.
3. City Council report of upcoming meetings.
4. City Council request for agenda items to be placed on future Council Meeting agendas.

## **IV. CITY MANAGER REPORT**

This is the City Manager's opportunity to give notice to the City Council of current events impacting the City. Comments are intended to be informational only and no discussion, deliberation or decision will occur on this item.

## **V. CLOSED SESSION**

The Council may vote to discuss matters in Closed Session pursuant to Utah Code annotated 52-4-5 and will determine if any action should be taken from items discussed during the Closed Session at that time.

## **ADJOURNMENT**

From time to time, matters are discussed by the City Council that do not appear on the posted agenda. Items that require/request action taken by the City Council will appear in the posted agenda. Submitted Action Items for the Council agenda must be received by the City Recorder's office by the Friday prior to the Council meeting and should be accompanied by any and all supporting written documentation. Without such documentation, the recorder reserves the right to postpone the hearing of any item until such documentation has been submitted.

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Candice Maudsley,  
EPHRAIM CITY RECORDER

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ACE HARDWARE-EPHRAIM</b>								
15783	ACE HARDWARE-EPHRAIM	2312	53-40-250 EQUIP SUPPLIES & MAINTENANCE	POWER-EQUIP SUPP & MAINT	12/31/2023	4.99	.00	
15783	ACE HARDWARE-EPHRAIM	2312	10-63-401 COMMUNITY EVENTS	COMMUNITY EVENTS-SUPPLIES	12/31/2023	236.55	.00	
15783	ACE HARDWARE-EPHRAIM	2312	53-40-480 ELECTRIC SUPPLIES	POWER-DEPARTMENT SUPPLIES-MISC.	12/31/2023	11.19	.00	
15783	ACE HARDWARE-EPHRAIM	2312	10-60-250 EQUIP. SUPPLIES & MAINTENANCE	STREETS-PARTS	12/31/2023	33.16	.00	
15783	ACE HARDWARE-EPHRAIM	2312	10-54-240 OFFICE SUPPLIES	POLICE-TOTE	12/31/2023	13.99	.00	
Total ACE HARDWARE-EPHRAIM:						299.88	.00	
<b>ALSCO</b>								
325	ALSCO	2818245	10-51-260 BLDGS SUPPLIES & MAINTENANCE	GEN GOVT-CITY HALL MATS & CLOTHS	01/03/2024	105.81	.00	
Total ALSCO:						105.81	.00	
<b>BARROWES, SARAH</b>								
16154	BARROWES, SARAH	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/10/2024	12.22	.00	
Total BARROWES, SARAH:						12.22	.00	
<b>BLUE STAKES OF UTAH 811</b>								
950	BLUE STAKES OF UTAH 811	UT202303486	53-40-310 PROFESSIONAL SERVICES	POWER-PROF SERV-NOTIFICATION	12/31/2023	77.44	.00	
Total BLUE STAKES OF UTAH 811:						77.44	.00	
<b>BUCHANAN, MACY</b>								
16159	BUCHANAN, MACY	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/04/2024	75.37	.00	
Total BUCHANAN, MACY:						75.37	.00	
<b>CASELLE, INC</b>								
1365	CASELLE, INC	129787	10-51-483 COMPUTER SOFTWARE	GEN GOVT-SOFT SUPP-FEB	01/01/2024	1,828.00	.00	
Total CASELLE, INC:						1,828.00	.00	
<b>CHEMTECH-FORD, INC.</b>								
15954	CHEMTECH-FORD, INC.	23K0186	51-40-265 WATER QUALITY TESTS & CHLORINE	WATER-QUALITY TESTING	01/02/2024	455.00	.00	
15954	CHEMTECH-FORD, INC.	24A0013	52-40-265 SEWER QUALITY TESTS	SEWER-WASTEWATER ANALYSIS	01/08/2024	362.00	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CHEMTECH-FORD, INC.:						817.00	.00	
CHILDS, BRENT								
13336	CHILDS, BRENT	2401	10-57-230 TRAVEL	FIRE-FIRE SCHOOL-MEALS	01/11/2024	110.00	.00	
Total CHILDS, BRENT:						110.00	.00	
CHRISTENSEN, LARRY J								
15072	CHRISTENSEN, LARRY J	2401	10-21425 RETAINAGE PAY-AM WEST/PTIF	SIDEWALK-REIMB 1/2-ZP-21-0040,42,44,46,47	01/11/2024	1,924.25	.00	
Total CHRISTENSEN, LARRY J:						1,924.25	.00	
COOK, KADE								
16157	COOK, KADE	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/10/2024	63.54	.00	
Total COOK, KADE:						63.54	.00	
CRITSER, VERENA								
15934	CRITSER, VERENA	2401	10-43-615 EMPLOYEE WELLNESS PROGRAM	WELLNESS-REIMBURSE-GAME PROP	01/10/2024	23.31	.00	
Total CRITSER, VERENA:						23.31	.00	
DANIELS, CORY								
2075	DANIELS, CORY	2401	53-40-230 TRAVEL	POWER-MEALS-UAMPS MONTHLY MTG-JAN	01/11/2024	40.00	.00	
Total DANIELS, CORY:						40.00	.00	
DATA CENTER LLC, THE								
12498	DATA CENTER LLC, THE	65379	10-44-310 PROFESSIONAL & TECHNICAL	FINANCE-PRINTING-DEC	12/31/2023	736.76	.00	
12498	DATA CENTER LLC, THE	65379	10-43-245 POSTAGE	ADMIN-POSTAGE-DEC	12/31/2023	806.18	.00	
Total DATA CENTER LLC, THE:						1,542.94	.00	
DOMINION ENERGY								
6745	DOMINION ENERGY	2312	10-60-270 UTILITIES	FIRE-GAS	01/03/2024	717.32	.00	
6745	DOMINION ENERGY	2312	10-60-270 UTILITIES	STREETS-GAS	01/03/2024	395.88	.00	
6745	DOMINION ENERGY	2312	51-40-270 UTILITIES	WATER- GAS	01/03/2024	395.88	.00	
6745	DOMINION ENERGY	2312	52-40-270 UTILITIES	SEWER- GAS	01/03/2024	395.87	.00	
6745	DOMINION ENERGY	2312	53-40-270 UTILITIES	POWER-GAS	01/03/2024	1,330.09	.00	
6745	DOMINION ENERGY	2312	10-51-270 UTILITIES	GEN GOV-GAS	01/03/2024	1,892.26	.00	
6745	DOMINION ENERGY	2312	10-51-270 UTILITIES	HANSEN HOUSE-GAS	01/03/2024	173.79	.00	
6745	DOMINION ENERGY	2312	10-70-270 UTILITIES	REC-GAS	01/03/2024	100.70	.00	
6745	DOMINION ENERGY	2312	10-79-270 UTILITIES	COMMUNITY CENTER-GAS	01/03/2024	92.51	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
6745	DOMINION ENERGY	2312	10-51-265 HISTORICAL BLDG MAINTENANCE	CO-OP-GAS	01/03/2024	1,114.12	.00	
Total DOMINION ENERGY:						6,608.42	.00	
DS ACCOUNTING SERVICES, LLC								
16138	DS ACCOUNTING SERVICES, LLC	2023-0619	10-44-310 PROFESSIONAL & TECHNICAL	FINANCE-CITY ACCOUNTING	01/01/2024	1,500.00	.00	
Total DS ACCOUNTING SERVICES, LLC:						1,500.00	.00	
EPHRAIM AUTO PARTS-NAPA								
2660	EPHRAIM AUTO PARTS-NAPA	2401A	10-60-250 EQUIP. SUPPLIES & MAINTENANCE	STREETS-AUTO PARTS	01/12/2024	86.27	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2401A	10-57-250 EQUIP. SUPPLIES & MAINTENANCE	FIRE-AUTO PARTS	01/12/2024	14.72	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2401A	53-40-250 EQUIP SUPPLIES & MAINTENANCE	POWER-AUTO PARTS	01/12/2024	8.98	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2401A	10-54-630 ANIMAL CONTROL	ANIMAL CONTROL-AUTO PARTS	01/12/2024	4.49	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2401A	51-40-250 EQUIP SUPPLIES & MAINTENANCE	WATER-AUTO PARTS	01/12/2024	32.97	.00	
Total EPHRAIM AUTO PARTS-NAPA:						147.43	.00	
EPHRAIM CITY CORP.								
2670	EPHRAIM CITY CORP.	2312A	59-40-270 UTILITIES	UTIL-AIRPORT-N HANGAR-5228002	01/02/2024	55.60	.00	
2670	EPHRAIM CITY CORP.	2312B	59-40-270 UTILITIES	UTIL-AIRPORT-AWOS-6312001	01/02/2024	23.90	.00	
2670	EPHRAIM CITY CORP.	2312C	59-40-270 UTILITIES	UTIL-AIRPORT-SO-5226001	01/02/2024	92.32	.00	
2670	EPHRAIM CITY CORP.	2312D	59-40-270 UTILITIES	UTIL-AIRPORT-LOUNGE-5224002	01/02/2024	202.98	.00	
2670	EPHRAIM CITY CORP.	2312E	10-51-270 UTILITIES	GEN GOVT BLDG-UTILITIES-HANSEN HOUSE	01/02/2024	39.99	.00	
2670	EPHRAIM CITY CORP.	2312F	10-79-270 UTILITIES	COMM CENTER-UTILITIES-9144001	01/02/2024	542.40	.00	
2670	EPHRAIM CITY CORP.	2312G	10-79-270 UTILITIES	COMM CENTER-SHED-UTILITIES-9144011	01/02/2024	27.90	.00	
2670	EPHRAIM CITY CORP.	2312H	10-51-265 HISTORICAL BLDG MAINTENANCE	HISTORICAL BLDG MAINT-CO OP-9170002	01/02/2024	364.44	.00	
2670	EPHRAIM CITY CORP.	2312I	10-42-650 RESTITUTION PAYMENTS	POLICE-RESTITUTION-#221500246-K. SALGUERO	01/02/2024	325.45	.00	
Total EPHRAIM CITY CORP.:						1,674.98	.00	
EPHRAIM IRRIGATION CO.								
2725	EPHRAIM IRRIGATION CO.	1	51-40-760 CAPITAL OUTLAY WATER RIGHT	WATER-CERTIFICATE TRANSFER	01/02/2024	50.00	.00	
Total EPHRAIM IRRIGATION CO.:						50.00	.00	
EPHRAIM PIONEER PARK PROJECT								
16120	EPHRAIM PIONEER PARK PROJECT	2401	10-51-725 CO - HANSEN HOUSE	HANSEN HOUSE-REIMB PIONEER PARK SUPPLIES	01/11/2024	381.93	.00	
Total EPHRAIM PIONEER PARK PROJECT:						381.93	.00	
FERGUSON GROUP, THE								
14298	FERGUSON GROUP, THE	INV0297	51-40-310 PROFESSIONAL SERVICES	WATER-PROF SERV-JAN	01/01/2024	5,000.00	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FERGUSON GROUP, THE:						5,000.00	.00	
<b>GILLETT, JACK</b>								
15791	GILLETT, JACK	2401	10-57-230 TRAVEL	FIRE-MEALS-FIRE SCHOOL	01/11/2024	140.00	.00	
Total GILLETT, JACK:						140.00	.00	
<b>GRANARY ART CENTER</b>								
13727	GRANARY ART CENTER	2401	12-31-301 RAP TAX	RAP TAX-DISBURSEMENT-PROJECT 1-EDUCATION	01/12/2024	5,550.00	.00	
13727	GRANARY ART CENTER	2401	12-31-301 RAP TAX	RAP TAX-DISBURSEMENT-PROJECT 3-SCAN FEST	01/12/2024	739.46	.00	
Total GRANARY ART CENTER:						6,289.46	.00	
<b>GREEN, MATTHEW</b>								
16153	GREEN, MATTHEW	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/10/2024	7.87	.00	
Total GREEN, MATTHEW:						7.87	.00	
<b>HEALTH EQUITY</b>								
16061	HEALTH EQUITY	OVA8C7O	10-43-310 PROFESSIONAL & TECHNICAL	HSA-MONTHLY ADMINISTRATION FEES-DEC	12/18/2023	29.25	.00	
Total HEALTH EQUITY:						29.25	.00	
<b>HERMANSEN, JEFF</b>								
3522	HERMANSEN, JEFF	2401	10-57-230 TRAVEL	FIRE-MEALS-FIRE SCHOOL	01/11/2024	110.00	.00	
Total HERMANSEN, JEFF:						110.00	.00	
<b>HERMANSEN'S COMPANY INC.</b>								
3550	HERMANSEN'S COMPANY INC.	2312	53-40-250 EQUIP SUPPLIES & MAINTENANCE	POWER-EQUIP SUPP & MAINT	12/31/2023	172.50	.00	
3550	HERMANSEN'S COMPANY INC.	2312	10-60-480 DEPARTMENT SUPPLIES	STREETS-DEPT SUPPLIES	12/31/2023	138.70	.00	
3550	HERMANSEN'S COMPANY INC.	2312	51-40-480 DEPARTMENT SUPPLIES	WATER-DEPT SUPPLIES	12/31/2023	138.70	.00	
3550	HERMANSEN'S COMPANY INC.	2312	52-40-480 DEPARTMENT SUPPLIES	SEWER-DEPT SUPP	12/31/2023	138.71	.00	
3550	HERMANSEN'S COMPANY INC.	2312	10-57-250 EQUIP. SUPPLIES & MAINTENANCE	FIRE-EQUIP SUPP & MAINT	12/31/2023	13.29	.00	
3550	HERMANSEN'S COMPANY INC.	2312	10-77-262 GROUNDS MAINTENANCE	CEM-GROUNDS MAINT	12/31/2023	35.64	.00	
3550	HERMANSEN'S COMPANY INC.	2312	10-72-262 GROUNDS MAINTENANCE	PARKS-GROUNDS MAINT	12/31/2023	35.65	.00	
3550	HERMANSEN'S COMPANY INC.	2312	10-70-250 EQUIP SUPPLIES & MAINTENANCE	REC-EQUIP SUPP & MAINT	12/31/2023	99.94	.00	
3550	HERMANSEN'S COMPANY INC.	2312	10-75-250 EQUIP SUPPLIES & MAINTENANCE	LIBRARY-EQUIP SUPPLIES & MAINT	12/31/2023	57.48	.00	
Total HERMANSEN'S COMPANY INC.:						830.61	.00	
<b>I-FOUR MEDIA LLC</b>								
3810	I-FOUR MEDIA LLC	26619	10-45-240 OFFICE SUPPLIES AND EXPENSE	COMM DEVT-NAME PLATES, BUSINESS CARDS	01/03/2024	61.25	.00	



Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3810	I-FOUR MEDIA LLC	26619	10-41-240 OFFICE SUPPLIES AND EXPENSE	LEGISLATIVE-NAME PLATES & SETUP	01/03/2024	64.35	.00	
3810	I-FOUR MEDIA LLC	26619	10-70-240 OFFICE SUPPLIES & EXP	REC-OFFICE WINDOW VINYL	01/03/2024	6.35	.00	
Total I-FOUR MEDIA LLC:						131.95	.00	
<b>INTERSTATE BILLING SERVICES</b>								
13038	INTERSTATE BILLING SERVICES	3035006127	51-40-250 EQUIP SUPPLIES & MAINTENANCE	WATER-FUEL FILTER KITS	11/15/2023	102.96	.00	
13038	INTERSTATE BILLING SERVICES	3035006127	52-40-250 EQUIP SUPPLIES & MAINTENANCE	SEWER-FUEL FILTER KITS	11/15/2023	102.97	.00	
13038	INTERSTATE BILLING SERVICES	3035006127	10-60-250 EQUIP. SUPPLIES & MAINTENANCE	STREETS-FUEL FILTER KITS	11/15/2023	102.97	.00	
Total INTERSTATE BILLING SERVICES:						308.90	.00	
<b>J. WESLEY MANGUM, ATTORNEY AT LAW</b>								
15966	J. WESLEY MANGUM, ATTORNEY AT LAW	01-2024	10-42-310 PROFESSIONAL & TECHNICAL	COURT-ATTORNEYS FEES-JAN	01/02/2024	3,000.00	.00	
Total J. WESLEY MANGUM, ATTORNEY AT LAW:						3,000.00	.00	
<b>JACK'S TIRE &amp; OIL</b>								
4037	JACK'S TIRE & OIL	24-0495752-01	51-40-250 EQUIP SUPPLIES & MAINTENANCE	WATER-CARSILE TRAC CH	01/09/2024	225.48	.00	
4037	JACK'S TIRE & OIL	24-0495752-01	52-40-250 EQUIP SUPPLIES & MAINTENANCE	SEWER-CARSILE TRAC CH	01/09/2024	225.49	.00	
4037	JACK'S TIRE & OIL	24-0495752-01	10-60-250 EQUIP. SUPPLIES & MAINTENANCE	STREETS-CARSILE TRAC CH	01/09/2024	225.49	.00	
Total JACK'S TIRE & OIL:						676.46	.00	
<b>JOHNSON CONTROLS FIRE PROTECTION LP</b>								
7695	JOHNSON CONTROLS FIRE PROTECTION	23914274	10-57-260 BLDGS & GROUNDS-SUPPLIES & MNT	ALARM SYS-PUB SFTY BLDG-FEB	01/01/2024	49.06	.00	
7695	JOHNSON CONTROLS FIRE PROTECTION	23914275	10-51-260 BLDGS SUPPLIES & MAINTENANCE	ALARM SYST MAINT-CITY BLDG-FEB	01/01/2024	49.06	.00	
Total JOHNSON CONTROLS FIRE PROTECTION LP:						98.12	.00	
<b>JOHNSON, LEXEE</b>								
16155	JOHNSON, LEXEE	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/10/2024	87.01	.00	
Total JOHNSON, LEXEE:						87.01	.00	
<b>KEVIN MOORE ELECTRIC COMPANY</b>								
15996	KEVIN MOORE ELECTRIC COMPANY	127275	10-79-260 BLDGS SUPPLIES & MAINTENANCE	COMMUNITY CENTER-FIRE ALARM MONITORING-JAN	01/05/2024	50.00	.00	
Total KEVIN MOORE ELECTRIC COMPANY:						50.00	.00	
<b>KIMBALL, BRYAN</b>								
4475	KIMBALL, BRYAN	2401	10-45-230 TRAVEL	COM DEVT-MEALS & MILES-UT CITY ENG ASSOC	01/11/2024	209.40	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total KIMBALL, BRYAN:						209.40	.00	
L N CURTIS & SONS								
4560	L N CURTIS & SONS	INV773948	10-54-160 UNIFORM ALLOWANCE	POLICE-PATCHES	12/15/2023	15.00	.00	
Total L N CURTIS & SONS:						15.00	.00	
LANDIS+GYR TECHNOLOGIES LLC								
3735	LANDIS+GYR TECHNOLOGIES LLC	90386444	53-40-505 METERING	POWER-SAAS MONTHLY FLAT FEE-NOV	12/27/2023	1,400.00	.00	
Total LANDIS+GYR TECHNOLOGIES LLC:						1,400.00	.00	
LANIER, HANNAH								
16151	LANIER, HANNAH	2401	10-36-201 BUILDING RENT	CO-OP-REFUND RENTAL DEPOSIT	01/03/2024	200.00	.00	
Total LANIER, HANNAH:						200.00	.00	
MADSEN, JUDY								
16152	MADSEN, JUDY	2401	53-37-100 ELECTRIC RESIDENTIAL TAXABLE	ELECTRIC-OVERPAYMENT REFUND	01/05/2024	233.44	.00	
Total MADSEN, JUDY:						233.44	.00	
MANN, JOSH								
14178	MANN, JOSH	2401	10-57-230 TRAVEL	FIRE-MEALS & MILES-FIRE SCHOOL	01/11/2024	284.40	.00	
Total MANN, JOSH:						284.40	.00	
MANTI TELEPHONE COMPANY								
5165	MANTI TELEPHONE COMPANY	2312	10-51-280 TELEPHONE	GEN GOVT-PHONES	01/01/2024	1,859.34	.00	
5165	MANTI TELEPHONE COMPANY	2312	53-40-280 TELEPHONE	POWER-PHONES	01/01/2024	107.45	.00	
5165	MANTI TELEPHONE COMPANY	2312	52-40-280 TELEPHONE	SEWER-PHONE	01/01/2024	93.98	.00	
5165	MANTI TELEPHONE COMPANY	2312	10-75-280 TELEPHONE	LIBRARY-PHONES	01/01/2024	174.31	.00	
5165	MANTI TELEPHONE COMPANY	2312	10-57-280 TELEPHONE	FIRE-PHONE	01/01/2024	51.34	.00	
5165	MANTI TELEPHONE COMPANY	2312	10-54-280 TELEPHONE	POLICE-PHONES	01/01/2024	54.95	.00	
5165	MANTI TELEPHONE COMPANY	2312	10-79-280 TELEPHONE	COMMUNITY CTR-PHONES, INTERNET	01/01/2024	102.16	.00	
5165	MANTI TELEPHONE COMPANY	2312	59-40-280 TELEPHONE	AIRPORT-PHONES	01/01/2024	142.56	.00	
5165	MANTI TELEPHONE COMPANY	2312	51-40-280 TELEPHONE	WATER-WELL PHONE & WATER TOWER	01/01/2024	168.84	.00	
5165	MANTI TELEPHONE COMPANY	2312	53-40-280 TELEPHONE	POWER-SCADA	01/01/2024	1,392.27	.00	
Total MANTI TELEPHONE COMPANY:						4,147.20	.00	
MC AFEE, JARED								
15979	MC AFEE, JARED	2401	10-57-230 TRAVEL	FIRE-MEALS & MILES-FIRE SCHOOL	01/11/2024	264.40	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MC AFEE, JARED:						264.40	.00	
<b>MCCLARY, LIA</b>								
16156	MCCLARY, LIA	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/10/2024	82.30	.00	
Total MCCLARY, LIA:						82.30	.00	
<b>MOTOROLA SOLUTIONS, INC</b>								
5620	MOTOROLA SOLUTIONS, INC	1411054130	10-51-250 EQUIP. SUPPLIES & MAINTENANCE	POL-DATA STORAGE BODY CAMS-NOV 2023	12/22/2023	212.52	.00	
Total MOTOROLA SOLUTIONS, INC:						212.52	.00	
<b>MOUNTAIN ALARM FIRE</b>								
11633	MOUNTAIN ALARM FIRE	4190345	10-75-260 BLDGS SUPPLIES & MAINTENANCE	LIBR-FIRE ALARM/SECURITY-Q1	01/01/2024	190.20	.00	
Total MOUNTAIN ALARM FIRE:						190.20	.00	
<b>NCSI</b>								
15469	NCSI	41012	10-70-482 BASKETBALL EXPENSES	REC-BACKGROUND CHECK-8 BASKETBALL COACHES	01/01/2024	148.00	.00	
Total NCSI:						148.00	.00	
<b>NLE</b>								
15294	NLE	44150	10-51-483 COMPUTER SOFTWARE	GEN GOVT-SOFTWARE-FORTINET COTERM SUPPORT	01/10/2024	612.90	.00	
Total NLE:						612.90	.00	
<b>NORTH SANPETE DISPOSAL</b>								
5945	NORTH SANPETE DISPOSAL	2312A	54-40-340 GARBAGE COLLECTION	GARBAGE COLLECTION-1ST CAN-DEC	12/31/2023	10,643.00	.00	
5945	NORTH SANPETE DISPOSAL	2312B	54-40-340 GARBAGE COLLECTION	GARBAGE COLLECTION-2ND CAN-DEC	12/31/2023	1,481.96	.00	
Total NORTH SANPETE DISPOSAL:						12,124.96	.00	
<b>OFFICE DEPOT</b>								
5990	OFFICE DEPOT	34817777001	10-43-240 OFFICE SUPPLIES AND EXPENSE	ADMIN-STAMPS, MSG PADS, POST-IT NOTES	01/04/2024	41.39	.00	
Total OFFICE DEPOT:						41.39	.00	
<b>RELIABLENETWORKS</b>								
15162	RELIABLENETWORKS	23417	10-51-483 COMPUTER SOFTWARE	GEN GOVT-BACKUP SYSTEM-JAN	01/10/2024	128.00	.00	
Total RELIABLENETWORKS:						128.00	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>SALT LAKE WHOLESALE SPORTS</b>								
14252	SALT LAKE WHOLESALE SPORTS	96069	10-54-250 EQUIP. SUPPLIES & MAINTENANCE	POLICE-RIFLE	10/10/2023	1,168.75	.00	
Total SALT LAKE WHOLESALE SPORTS:						1,168.75	.00	
<b>SANPETE COUNTY BROADCASTING</b>								
4495	SANPETE COUNTY BROADCASTING	33134-1	10-43-220 PUBLIC NOTICES & PROMOTIONS	ADMIN-PROMOTIONS-HOLIDAY GREETINGS 2023	12/31/2023	150.00	.00	
Total SANPETE COUNTY BROADCASTING:						150.00	.00	
<b>SANPETE COUNTY FIRE DISTRICT #2</b>								
7370	SANPETE COUNTY FIRE DISTRICT #2	2312	10-57-311 FIRE DISTRICT FEES	FIRE DIST-DEC	12/31/2023	10,573.50	.00	
7370	SANPETE COUNTY FIRE DISTRICT #2	2401	10-38-400 SALE OF FIXED ASSETS	FIRE-SALE OF 1987 WESTMARK TRAILER-C117647	01/11/2024	15,000.00	.00	
Total SANPETE COUNTY FIRE DISTRICT #2:						25,573.50	.00	
<b>SANPETE MESSENGER</b>								
7415	SANPETE MESSENGER	6010747	10-43-220 PUBLIC NOTICES & PROMOTIONS	ADMIN-PUBLIC NOTICE-HOLIDAY AD	12/28/2023	300.00	.00	
Total SANPETE MESSENGER:						300.00	.00	
<b>SANPETE SANITARY LANDFILL CO-OP</b>								
7440	SANPETE SANITARY LANDFILL CO-OP	2312	54-40-330 LANDFILL	LANDFILL & CITY COLLECTIONS-DEC	12/31/2023	5,130.00	.00	
Total SANPETE SANITARY LANDFILL CO-OP:						5,130.00	.00	
<b>SANPETE TRADE ASSOCIATION</b>								
7455	SANPETE TRADE ASSOCIATION	2401	10-21350 SENIOR CITIZEN CENTER DEPOSITS	COMM CENTER-RENTAL DEPOSIT REFUND	01/11/2024	200.00	.00	
Total SANPETE TRADE ASSOCIATION:						200.00	.00	
<b>SCHOLZEN PRODUCTS CO INC</b>								
7505	SCHOLZEN PRODUCTS CO INC	1027965-00	51-40-265 WATER QUALITY TESTS & CHLORINE	WATER-CHLORINE	12/27/2023	638.00	.00	
7505	SCHOLZEN PRODUCTS CO INC	3045169-00 A	51-40-265 WATER QUALITY TESTS & CHLORINE	WATER-CYLINDER MONTHLY RENTAL	12/18/2023	84.00	.00	
7505	SCHOLZEN PRODUCTS CO INC	6790714-00 A	51-40-798 CO - METERS & EQUIP UPGRADE	WATER-PARTS-SPORTS COMPLEX	12/05/2023	1,449.44	.00	
7505	SCHOLZEN PRODUCTS CO INC	6792147-00 A	51-40-798 CO - METERS & EQUIP UPGRADE	WATER-ALPHA REPAIR COUPLING	12/11/2023	1,081.58	.00	
7505	SCHOLZEN PRODUCTS CO INC	6792162-00 A	51-40-480 DEPARTMENT SUPPLIES	WATER-2 FLANGE ANGLE METER VALVE	12/11/2023	289.00	.00	
7505	SCHOLZEN PRODUCTS CO INC	6792302-00 A	51-40-798 CO - METERS & EQUIP UPGRADE	WATER-PARTS-SPORTS COMPLEX	12/11/2023	715.14	.00	
7505	SCHOLZEN PRODUCTS CO INC	6794380-00	51-40-798 CO - METERS & EQUIP UPGRADE	WATER-CAP OUTLAY METER UPGRADE	01/02/2024	8,402.25	.00	
7505	SCHOLZEN PRODUCTS CO INC	6794380-00	59-40-250 EQUIP SUPPLIES & MAINTENANCE	AIRPORT-2" SS 316L UNION	01/02/2024	57.47	.00	
7505	SCHOLZEN PRODUCTS CO INC	6797415-00	51-40-798 CO - METERS & EQUIP UPGRADE	WATER-METER UPGRADE-SPORTS COMPLEX	01/09/2024	288.00	.00	
Total SCHOLZEN PRODUCTS CO INC:						11,574.60	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>SKAGGS COMPANIES, INC</b>								
7730	SKAGGS COMPANIES, INC	450_A_205213	10-54-480 DEPARTMENT SUPPLIES	POLICE-DUTYGUARD JACKETS-JAG GRANT	12/22/2023	231.98	.00	
7730	SKAGGS COMPANIES, INC	450_A_205213	10-54-480 DEPARTMENT SUPPLIES	POLICE-SOFT SHELL JACKETS-JAG GRANT	12/22/2023	244.00	.00	
Total SKAGGS COMPANIES, INC:						475.98	.00	
<b>STATE OF UTAH-FUEL NETWORK</b>								
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	10-54-290 FUEL	POLICE-FUEL	01/02/2024	2,069.48	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	10-57-290 FUEL	FIRE-FUEL	01/02/2024	32.11	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	53-40-290 FUEL	POWER-FUEL	01/02/2024	1,147.67	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	10-43-290 FUEL	ADMIN-FUEL	01/02/2024	113.09	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	10-60-290 FUEL	STREETS-FUEL	01/02/2024	345.28	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	51-40-290 FUEL	WATER-FUEL	01/02/2024	345.28	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	52-40-290 FUEL	SEWER-FUEL	01/02/2024	345.27	.00	
15479	STATE OF UTAH-FUEL NETWORK	F2406E00764	10-70-290 FUEL	REC-FUEL	01/02/2024	30.72	.00	
Total STATE OF UTAH-FUEL NETWORK:						4,428.90	.00	
<b>STATE OF UTAH-HEAT PROGRAM</b>								
13670	STATE OF UTAH-HEAT PROGRAM	2401	53-21360 HEAT Assistance Liability	HEAT REFUND-JUDY MADSEN-#1126001	01/10/2024	483.78	.00	
Total STATE OF UTAH-HEAT PROGRAM:						483.78	.00	
<b>SUNSET MEADOWS FLORAL &amp; GIFT</b>								
14811	SUNSET MEADOWS FLORAL & GIFT	4382	53-40-240 OFFICE SUPPLIES AND EXPENSE	POWER-FLORAL-CHRISTIANSEN	01/04/2024	90.39	.00	
Total SUNSET MEADOWS FLORAL & GIFT:						90.39	.00	
<b>TARGET SOLUTIONS LEARNING, LLC</b>								
15971	TARGET SOLUTIONS LEARNING, LLC	INV88244	10-54-310 PROFESSIONAL SERVICES	POLICE-GUARDIAN TRACKING	01/02/2024	985.95	.00	
Total TARGET SOLUTIONS LEARNING, LLC:						985.95	.00	
<b>TRACTOR SUPPLY CREDIT PLAN</b>								
14414	TRACTOR SUPPLY CREDIT PLAN	2312	10-54-630 ANIMAL CONTROL	POLICE-ANIMAL CONTROL-SPRAYERS	12/29/2023	12.98	.00	
Total TRACTOR SUPPLY CREDIT PLAN:						12.98	.00	
<b>UTAH FIRE RESCUE ACADEMY</b>								
13334	UTAH FIRE RESCUE ACADEMY	2401	10-57-210 TRAINING & MEMBERSHIP	FIRE-HERMANSEN, GILLETT, CHILDS, MANN, MCAFEE	01/11/2024	300.00	.00	
Total UTAH FIRE RESCUE ACADEMY:						300.00	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>UTAH LOCAL GOVERNMENTS TRUST</b>								
9235	UTAH LOCAL GOVERNMENTS TRUST	1611081	47-40-510 INSURANCE	MBA BOND	01/10/2024	100.00	.00	
9235	UTAH LOCAL GOVERNMENTS TRUST	1611082	10-22250 WORKERS COMPENSATION PAYABLE	WORKERS COMP-MONTHLY FEE-02-10-2024	01/10/2024	2,962.71	.00	
Total UTAH LOCAL GOVERNMENTS TRUST:						3,062.71	.00	
<b>UTAH STATE TAX COMMISSION</b>								
9320	UTAH STATE TAX COMMISSION	2312	53-21500 SALES TAX PAYABLE	UTILITY SALES TAX-DEC	12/31/2023	11,608.18	.00	
9320	UTAH STATE TAX COMMISSION	2312	53-38-900 MISCELLANEOUS	UTILITY SALES TAX DISC-DEC	12/31/2023	152.07-	.00	
Total UTAH STATE TAX COMMISSION:						11,456.11	.00	
<b>UTAH STATE TREASURER</b>								
9335	UTAH STATE TREASURER	2312	10-42-620 STATE SURCHARGE	COURT-STATE SURCHARGE	01/02/2024	3,963.26	.00	
Total UTAH STATE TREASURER:						3,963.26	.00	
<b>YARRINGTON, JESSICA &amp; KAYDEN</b>								
16158	YARRINGTON, JESSICA & KAYDEN	2401	53-21350 CUSTOMER DEPOSITS	ELECTRIC-UTILITY DEPOSIT REFUND	01/10/2024	6.17	.00	
Total YARRINGTON, JESSICA & KAYDEN:						6.17	.00	
<b>ZIONS FIRST NATIONAL BANK</b>								
12089	ZIONS FIRST NATIONAL BANK	2401	47-40-310 PROFESSIONAL & TECHNICAL	CITY HALL-TRUST #2445916-ADMIN FEE	01/08/2024	1,500.00	.00	
Total ZIONS FIRST NATIONAL BANK:						1,500.00	.00	
Grand Totals:						125,199.34	.00	

Vendor	Vendor Name	Invoice Number	GL Account and Title	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

**WORK MEETING MINUTES**  
**CITY COUNCIL**  
CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL  
5 SOUTH MAIN, EPHRAIM, UTAH  
**JANUARY 3, 2024**  
**5:30 PM**

**CALL TO ORDER**

The Ephraim City Council convened in a work meeting on Wednesday, January 3, 2024, in the City Council Room. Mayor Scott called the meeting to order at 5:30 p.m.

**ROLL CALL**

**MEMBERS PRESENT**

John Scott, Mayor  
Lloyd Stevens,  
Mayor Pro Tem  
Margie Anderson  
Anthony Beal  
Chad Parry  
Dennis Nordfelt

**MEMBERS EXCUSED**

**STAFF PRESENT**

Sean Lewis, City Manager  
Daniel Van Beuge, City  
Attorney  
Candice Maudsley,  
City Recorder  
Bryan Kimball,  
Community Development

Megan Spurling, Planner  
Jon Knudsen, Finance Dir.  
Jeff Jensen, Public Works  
Cory Daniels, Power Dir.  
Colby Zeeman, Police  
Jeff Hermansen, Fire Chief  
Jordan Howe, Rec Dir.

**DEPARTMENT REPORTS**

**Bryan Kimball, Community Development Director**

- An overview of the grant-funded projects was given.
- The Corp of Engineers will have a final flood plain report prepared for a future meeting.
- Funding is being sought for a full master plan for flood protection.
- Equipment is on site for the new hotel.
- The mayor would like UDOT to do a stoplight survey at 700 North.

**Cory Daniels, Power Director**

- Many trees have been trimmed for winter maintenance.
- A bird's nest in a Rocky Mountain Power line needs to be mitigated to avoid a potential outage.

**Jeff Jensen, Public Works Director -**

- Jones and DeMille will be working with the city to replace water lines up Canyon Road.
- The Lead and Copper inventory compliance is in process with Sunrise Engineering.
- The street signs on Main Street are being replaced.
- The snowpack is 50% of normal right now and it is concerning.



**Colby Zeeman, Police Chief**

- The holidays were mostly uneventful for the police department.
- A DUI Blitz was done on New Year's Eve with no DUI tickets.
- Malcolm Powell will be sworn in tonight.

**Jeff Hermansen, Fire Chief**

- 2023 was completed with 85 fire calls.
- McDonalds was shut down for half a day until the gas line issues were fixed.
- 41 fire inspections have been completed so far for the new license year.

**Jordan Howe, Rec Director**

- RAP Tax Committee
- Soccer signups have started.
- The Super Smash Bros competition will start on Saturday.
- The Scandinavian Festival organization has begun.

**Jon Knudsen, Finance Director**

- There were potential audit findings, but the audit was clean with no findings.

**Candice Maudsley, City Recorder**

- Ethics forms and Conflict of Interest Disclosures need to be turned in for 2024.

**WARRANT REGISTER INQUIRIES**

- Marlin Mason's check is issued monthly.

**ADJOURN**

*There being no further discussion, Councilmember Anderson moved the work meeting adjourn. The motion was seconded by Councilmember Stevens. The vote was unanimous. The motion carried.*

**MINUTES APPROVED:**

\_\_\_\_\_  
John Scott, Mayor

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Candice Maudsley, City Recorder

\_\_\_\_\_  
Date

**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL  
5 SOUTH MAIN, EPHRAIM, UTAH  
JANUARY 3, 2024  
6:00 PM

**CALL TO ORDER**

The Ephraim City Council convened in a Regular City Council Meeting on Wednesday, January 3, 2024, in the City Council Room. Mayor Scott called the meeting to order at 6:00 p.m.

**OPENING CEREMONY**

At the invitation of the Mayor, Dennis Nordfelt offered an invocation. Anthony Beal led the audience in the Pledge of Allegiance.

**ROLL CALL**

**MEMBERS PRESENT**

John Scott, Mayor  
Lloyd Stevens,  
Mayor Pro Tem  
Margie Anderson  
Anthony Beal  
Chad Parry  
Dennis Nordfelt

**MEMBERS EXCUSED**

**STAFF PRESENT**

Sean Lewis, City Manager  
Daniel Van Beuge, City  
Attorney  
Candice Maudsley,  
City Recorder  
Bryan Kimball,  
Community Development

Megan Spurling, Planner  
Jon Knudsen, Finance Dir.  
Jeff Jensen, Public Works  
Cory Daniels, Power Dir.  
Colby Zeeman, Police  
Jeff Hermansen, Fire Chief  
Jordan Howe, Rec Dir.

**PUBLIC COMMENT**

No public comment presented.

**PRESENTATIONS**

**SWEARING IN OF NEWLY ELECTED CITY COUNCIL MEMBERS**

The City Recorder Candice Maudsley swore in the three new city council members: Chad Parry, Anthony Beal, and Dennis Nordfelt.

**SWEARING IN OF NEW POLICE OFFICER MALCOLM POWELL**

The City Recorder Candice Maudsley swore in the new Ephraim City Police Officer Malcolm Powell.

**ASSIGNMENT OF MAYOR PRO TEM**

The Mayor assigned the position of Mayor Pro Tem to Lloyd Stevens.

#### **ASSIGNMENT OF BOARD LIAISONS TO CITY COUNCIL**

The Mayor assigned the council members to the following boards and committees as council representatives:

**Cemetery Board**----- Chad Parry  
**Utility Board**-----Chad Parry  
**Ambulance Rep**-----Chad Parry  
**Mayor Pro-Tem**-----Lloyd Stevens  
**Fire Department**----- Lloyd Stevens  
**Chamber of Commerce**-----Lloyd Stevens  
**Airport Board**-----Dennis Nordfelt  
**Rec. Board**-----Dennis Nordfelt  
**Scandinavian Festival Board**-----Dennis Nordfelt  
**Library Board**-----Anthony Beal  
**Ephraim Youth City Council**-----Anthony Beal  
**RAP Tax Committee**-----Anthony Beal  
**State Legislative Liaison**-----Margie Anderson  
**Ephraim Historic Square Board**-----Margie Anderson

#### **AUDITORS PRESENTATION**

The audit report was presented via Zoom by Jon Haderlie. The opinions, procedures, and analysis were explained. The audit report was a clean for FY2023. The complete audit can be found on ephraimcity.org and in the office of the City Recorder.

#### **APPROVAL OF WARRANT REGISTER**

The Council reviewed the Warrant Register of January 2, 2024.

*Councilmember Nordfelt moved to approve the January 2, 2024 Warrant Register as presented. The motion was seconded by Councilmember Beal. The vote was unanimous. The motion carried.*

#### **APPROVAL OF MINUTES**

The Council reviewed the minutes of the December 5, 2023 Work Meeting and Regular City Council Meetings.

*Councilmember Anderson moved to approve the December 5, 2023, Council Work Meeting and Regular City Council Meeting Minutes as presented. The motion was seconded by Councilmember Stevens. The motion carried. Roll Call vote was taken the vote was unanimous.*

#### **EPHRAIM CITY RESOLUTION 24-01 BANKING RESOLUTION**

***Councilmember Stevens moved to approve ECR 24-01a resolution updating the authorized signers for PTIF and Bank Accounts. The motion was seconded by Councilmember Beal. The vote was unanimous. The motion carried.***

#### **DISCUSSION AND APPROVAL OF THE RECREATION, ARTS, AND PARKS TAX FUND DISTRIBUTION AS RECOMMENDED BY THE RECREATION, ARTS, AND PARKS COMMITTEE**

The Council reviewed the recommendation of the RAP Tax Committee concerning the disbursement of RAP Tax funds.

***Councilmember Anderson moved to approve the recommendation from the RAP Tax Committee as follows: Ephraim City: \$70,000, Granary Arts: \$6,289.46, Ephraim City Library: \$1,536. Total available: \$78,254.54 Total Distribution: \$77,825.46. The motion was seconded by Councilmember Nordfelt. The vote was unanimous. The motion carried.***

#### **CITY MANAGER CONTRACT APPROVAL**

Sean Lewis introduced the proposed city manager contract, emphasizing its necessity as no existing contract is currently in place. This new agreement draws inspiration from past city manager contracts and incorporates elements from the standardized ICMA contract template. The discussion and negotiation primarily focused on key aspects such as severance length, vehicle stipend, and benefits.

In summary, the contract outlines a bridge benefit to facilitate a smooth transition to new employment, a severance period ranging from a minimum of one month to a maximum of four months, and a monthly vehicle stipend set at \$500.

***Councilmember Stevens moved to approve the contract for the city manager Sean Lewis with the amendments applied and reviewed by the mayor and city manager. The motion was seconded by Councilmember Beal. The vote was unanimous. The motion carried.***

#### **APPOINTMENTS AND COUNCIL REPORTS**

##### **Mayor Scott**

- Meeting with Snow College on January 5<sup>th</sup>.
- Council Planning Meeting on Saturday, January 13<sup>th</sup> at Snow College.

#### **CITY MANAGER REPORT**

- The ULCT Meetings are in the week of April 17<sup>th</sup>.
- The contract for the resurfacing of the airport has been signed.
- The three employees at the library were commended for their hard work.
- The new library director Michael Thompson starts on Monday.
- There are eleven applications for the open library positions.
- Fleet vehicle leases are being considered.

#### **CLOSED SESSION**

*Councilmember Stevens moved to go into a closed session pursuant to the provisions of the Utah State Code, Section(s) 52-4-205, for the purpose of purchase, exchange, or lease of real property. The motion was seconded by Councilmember Nordfelt. A roll call vote was called. Voting yes: Councilmembers Nordfelt, Stevens, Beal, Anderson, and Parry. The vote was unanimous. The motion carried.*

*The Closed Meeting began at 7:10 p.m.*

*At 7:42 p.m. Councilmember Stevens moved the Council adjourn the closed session and reopen the public meeting. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.*

#### **ADJOURNMENT**

*There being no further business to come before the Council for consideration, Councilmember Anderson moved the Regular Council Meeting adjourn at 8:59 p.m. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.*

The next regular City Council meeting is scheduled to be held on Wednesday, January 17, 2024, starting at 6:00 p.m. in the Ephraim City Council room.

#### **MINUTES APPROVED:**

\_\_\_\_\_  
John Scott, Mayor

\_\_\_\_\_  
Date

#### **ATTEST:**

\_\_\_\_\_  
Candice Maudsley, City Recorder

\_\_\_\_\_  
Date

**MINUTES**  
**SPECIAL CITY COUNCIL MEETING**  
NOYES BUILDING CENTENNIAL ROOM  
150 COLLEGE AVENUE, EPHRAIM, UTAH  
JANUARY 5, 2024  
1:00 PM

**CALL TO ORDER**

The Ephraim City Council convened in a Special City Council Meeting on Friday, January 5, 2024, in the Centennial Room at Snow College. Mayor Scott called the meeting to order at 1:00 p.m.

**ROLL CALL**

**MEMBERS PRESENT**

Mayor John Scott, Lloyd Stevens- Mayor Pro Tem, Margie Anderson, Anthony Beal, Chad Parry, Dennis Nordfelt

**STAFF PRESENT**

Sean Lewis, City Manager, Daniel Van Beuge, City Attorney, Candice Maudsley, City Recorder

**OTHERS PRESENT**

Stacey McIff, Carson Howell

**CLOSED SESSION**

*Councilmember Stevens moved to go into a closed session pursuant to the provisions of the Utah State Code, Section(s) 52-4-205, for the purpose of discussing purchase, exchange, or lease of real property. The motion was seconded by Councilmember Nordfelt. A roll call vote was called. Voting yes: Councilmembers Nordfelt, Stevens, Beal, Anderson, and Parry. The vote was unanimous. The motion carried.*

*The Closed Meeting began at 1:05 p.m.*

*At 2: 47 p.m. Councilmember Anderson moved the Council adjourn the closed session and reopen the public meeting. The motion was seconded by Councilmember Parry. The vote was unanimous. The motion carried.*

Discussion was had concerning the original RFP (Request for Proposals) process for the Co-op building. An MOU (Memorandum of Understanding) will be pursued, and it will need to be completed by March 15<sup>th</sup>. The Council felt the need to honor the RFP. In the January 17<sup>th</sup> council

meeting, a statement will be read explaining that the council will pursue the RFP with Snow College.

- The ballpark contract is 98% complete between the City and Snow College.

***Councilmember Beal moved that the Council to honor the original RFP and an MOU be negotiated by March 15, 2024. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.***

**ADJOURNMENT**

***There being no further business to come before the Council for consideration, Councilmember Parry moved the Regular Council Meeting adjourn at 3:01p.m. The motion was seconded by Councilmember Stevens. The vote was unanimous. The motion carried.***

**MINUTES APPROVED:**

\_\_\_\_\_  
John Scott, Mayor

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Candice Maudsley, City Recorder

\_\_\_\_\_  
Date



## STAFF REPORT

**To:** Ephraim City Council  
**From:** Megan Spurling  
**Date of Meeting:** January 17, 2024  
**Type of Item:** Subdivision  
**Process:** Administrative Review

**RECOMMENDATION:** Staff and Ephraim City Planning Commission has reviewed the application for compliance with all standards in the Ephraim City Municipal Code and found that it meets the minimum required for approval. Accordingly, staff recommends that the Ephraim City Council review the proposed Estates at Ephraim Crossing Phase 4 Final Plat and recommend approval.

## Project Description

**Project Name:** Ephraim Crossing Phase 4 Final Plat  
**Applicant(s):** Joseph Gallagher  
**Property Owner(s):** CVG – Estate Lots at Ephraim Crossing LLC  
**Location:** Approximately 445 S. 375 W.  
**Zone District:** Two-family Residential (R2)  
**Parcel Number and Size:** S-782, 1.06 Acres  
**Type of Process:** Administrative  
**Final Land Use Authority:** City Council

## Proposal

The Applicant is proposing to divide Assessor's Parcel S-782 into three (3) separate lots each measuring between 0.30 acres and 0.38 acres, resulting in 1.03 acres after the boundary line adjustment. Each of the lots would front onto 375 W or 450 S.



Vicinity Map



Proposed Configuration



## **Analysis and Findings**

Title 11 of the Ephraim City Code provides the standards which should be met to divide property within the city. Section 11.24.020 of the Code provides standards for the recommendation of approval of the Final Plat to the City Council. Staff has verified that the proposed Final Plat complies with the Standards.

## **Recommendation**

Staff recommends that the Council consider the issues outlined in this report regarding the proposed Final Plat and vote to approve the Estates at Ephraim Crossing Phase 4 Subdivision Final Plat based upon the following Findings of Fact and Conclusions of Law:

### **Findings of Fact**

1. CVG – Estate Lots at Ephraim Crossing LLC is the fee title owner of record for Parcel S-782.
2. Parcel S-782 is 1.06 acres in size. (1.03 after the boundary line adjustment is recorded)
3. Parcel S-782 is located at Approximately 445 S. 375 W.
4. Parcel S-782 is currently zoned Two-family Residential (R2)
5. The applicant is proposing to subdivide Assessor's Parcel S-782 consisting of a total of 1.06 acres, into three (3) separate properties.
6. The Ephraim City Development Review Committee has met and recommended approval of the Final Plat to the Ephraim City Planning and Zoning Commission and Ephraim City Council.

### **Conclusions of Law**

1. Based upon the findings of fact listed above, the proposed Estates at Ephraim Crossing Phase 4 Final Plat is compliant with the standards as described in the Ephraim City Municipal Code.

### **Attachments**

Exhibit A - Proposed Final Plat

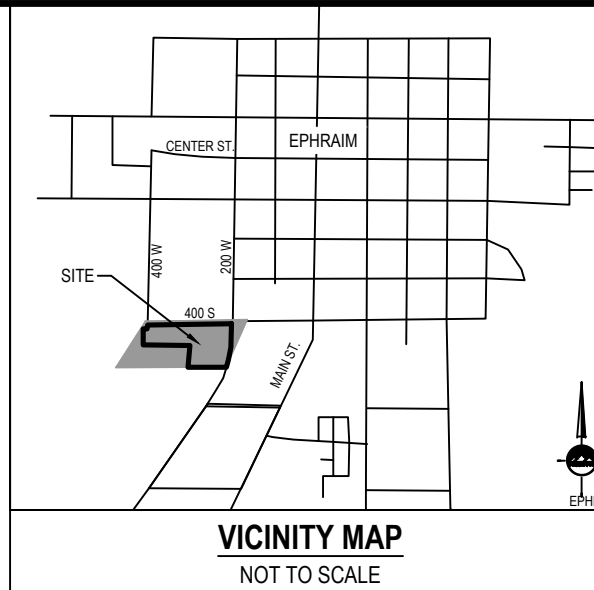


# THE ESTATES AT EPHRAIM CROSSING PHASE 4 SUBDIVISION

LOCATED IN THE WEST HALF OF SECTION 9,  
TOWNSHIP 17 SOUTH, RANGE 3 EAST, SALT LAKE BASE & MERIDIAN  
EPHRAIM CITY, SANPETE COUNTY, UTAH

## LEGEND

- EXISTING STREET MONUMENT
- PROPOSED STREET MONUMENT
- SECTION CORNER
- SET 5/8" REBAR WITH YELLOW PLASTIC CAP, OR NAIL STAMPED "ENSIGN ENG. & LAND SURV."
- BOUNDARY LINE
- SECTION LINE
- CENTER LINE
- EASEMENT LINE



## SURVEYOR'S CERTIFICATE

I, DUSTY BISHOP do hereby certify that I am a Licensed Land Surveyor, and that I hold Certificate No. 4938720 as prescribed under laws of the State of Utah. I further certify that by authority of the Owners, I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots and streets, hereafter to be known as THE ESTATES AT EPHRAIM CROSSING PHASE 4, and that the same has been correctly surveyed and staked on the ground as shown on this plat. I further certify that all lots meet frontage width and area requirements of the applicable zoning ordinances.

## BOUNDARY DESCRIPTION

A parcel of land, situate in the Northwest Quarter of Section 9, Township 17 South, Range 3 East, Salt Lake Base and Meridian, containing a portion of parcels S-782 and S-781X, more particularly described as follows:

Beginning at a point which is located South 1°11'36" East 2304.55 feet along the measured Section line and East 437.69 feet from the found monument, dated 1999, at the Northwest Corner of Section 9, Township 17 South, Range 3 East, Salt Lake Base and Meridian, and running:

thence North 89°36'04" East 162.62 feet along the south boundary of "The Estates at Ephraim Crossing Phase 1 subdivision;  
thence South 0°23'56" East 97.04 feet along the southwest boundary of "The Estates at Ephraim Crossing Phase 1" subdivision and the west boundary of "The Estates at Ephraim Crossing Phase 2" subdivision;  
thence Southeasterly 101.88 feet along the arc of a 71.00-foot radius tangent curve to the left (center bears North 89°36'04" East, and the long chord bears South 41°30'17" East 93.36 feet, through a central angle of 82°12'44"), along said west boundary line;  
thence South 20°45'53" West 85.69 feet along said boundary;  
thence North 88°57'34" West 194.81 feet;  
thence North 242.40 feet to the Point of Beginning;

Parcel contains: 44,658 square feet, or 1.03 acres.

1/4/24  
DATE

DUSTY BISHOP  
P.L.S. 4938720

## OWNER'S DEDICATION

Known all men by these presents that I/we, the undersigned owner (s) of the above described tract of land, having caused same to be subdivided, hereafter known as the

## THE ESTATES AT EPHRAIM CROSSING PHASE 4

do hereby dedicate to the city for perpetual use of the public all parcels of land, including streets and utility easements as shown on this plat as intended for public use under the authority and auspices of Ephraim City and other applicable state and federal laws and regulations.

In witness whereof I/we have hereunto set our hand (s) this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_.

By: Joseph Gallagher, Chief Construction Officer  
CVG - Ephraim South LLC.

By: Joseph Gallagher, Chief Construction Officer  
CVG - Estate lots at Ephraim Crossing LLC.

## INDIVIDUAL ACKNOWLEDGMENT

STATE OF UTAH )S.S.  
County of SANPETE

On the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_.

By: Joseph Gallagher, Chief Construction Officer  
CVG Ephraim South, LLC.

personally appeared before me, the undersigned Notary public, in and for said County of \_\_\_\_\_ in said State of Utah, who after being duly sworn, acknowledged to me that CVG Ephraim South, LLC, Joseph Gallagher, Chief Construction Officer, signed the Owner's Dedication, freely and voluntarily for the purposes therein mentioned.

On the \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_.

By: Joseph Gallagher, Chief Construction Officer  
CVG - Estate Lots at Ephraim Crossing, LLC

personally appeared before me, the undersigned Notary public, in and for said County of \_\_\_\_\_ in said State of Utah, who after being duly sworn, acknowledged to me that CVG - Estate Lots at Ephraim Crossing, LLC, Joseph Gallagher, Chief Construction Officer, signed the Owner's Dedication, freely and voluntarily for the purposes therein mentioned.

MY COMMISSION EXPIRES: \_\_\_\_\_

By: \_\_\_\_\_  
RESIDING IN \_\_\_\_\_ COUNTY.  
NOTARY PUBLIC

## ACCEPTANCE BY LEGISLATIVE BODY

GOVERNING BODY APPROVAL & ACCEPTANCE THE CITY COUNCIL OF THE CITY OF EPHRAIM, COUNTY OF SANPETE, ACTING AS THE LAND USE AUTHORITY, APPROVES THIS SUBDIVISION SUBJECT TO THE CONDITIONS AND RESTRICTIONS HEREON, AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSES FOR THE PERPETUAL USE OF THE PUBLIC.

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_.

By: MAYOR John Scott on Behalf of the Ephraim City  
Council Land Use Authority

# THE ESTATES AT EPHRAIM CROSSING PHASE 4

LOCATED IN THE WEST HALF OF SECTION 9,  
TOWNSHIP 17 SOUTH, RANGE 3 EAST, SALT LAKE BASE & MERIDIAN  
EPHRAIM CITY, SANPETE COUNTY, UTAH

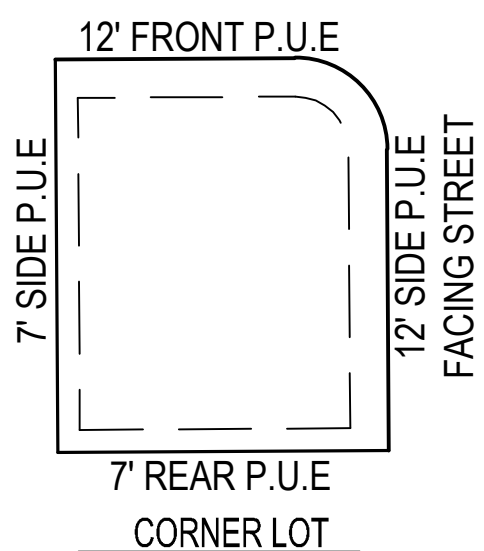


NOTARY PUBLIC SEAL

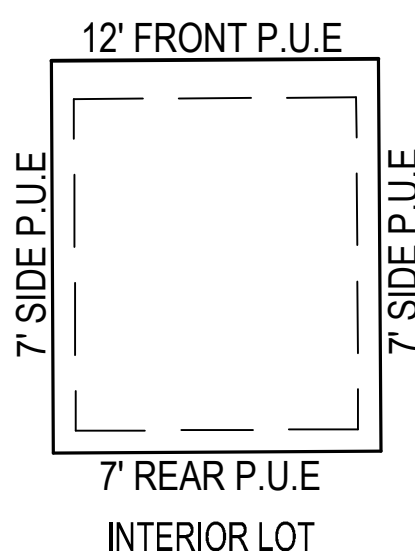
CITY-COUNTY ENGINEER SEAL

CLERK-RECORDER SEAL

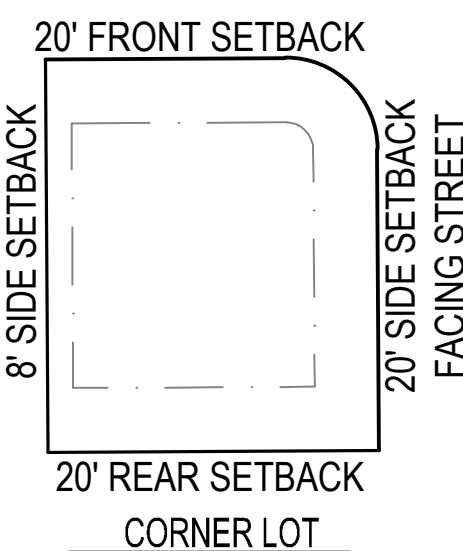
CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C1	71.00'	42.08'	33°57'40"	S17°22'45"E	41.47'
C2	71.00'	59.79'	48°15'04"	S58°29'07"E	58.04'



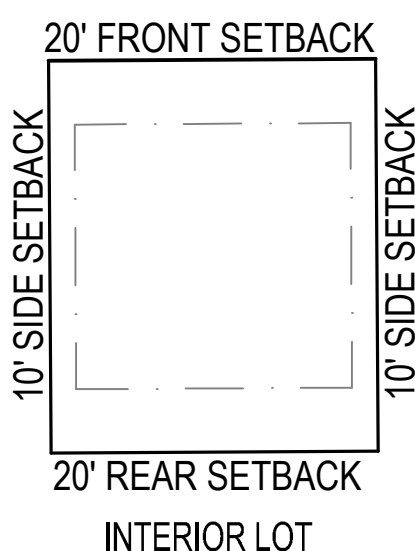
TYPICAL  
PUBLIC UTILITY EASEMENTS



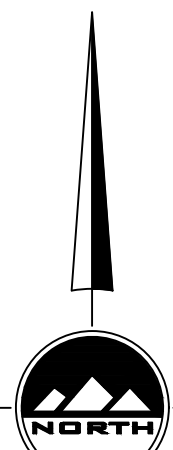
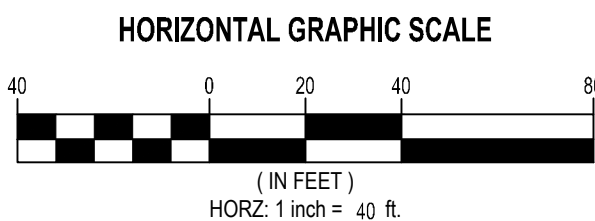
TYPICAL  
PUBLIC UTILITY EASEMENTS



TYPICAL  
BUILDING SETBACKS



- NOTE:
- PARCEL A IS THE LOCATION FOR THE STORM WATER STORAGE DETENTION BASIN, ONCE CONSTRUCTED, THE CITY WILL OWN AND MAINTAIN THE BASIN.
  - PARCEL B WILL CONTAIN LOTS PLATTED IN PHASE 2 OF THE DEVELOPMENT.
  - SHALLOW SEWER DEPTHS! CONTRACTOR SHALL VERIFY SEWER LATERAL DEPTH AND SET FOUNDATION ELEVATION TO PROVIDE ADEQUATE FALL INTO SEWER LATERAL. BUILDINGS WITH A BASEMENT MAY NOT HAVE SEWER SERVICE AVAILABLE FOR BASEMENT.



## DOMINION ENERGY UTAH - NOTE:

Questar Gas Company dba Dominion Energy Utah hereby approves this plat solely for purpose of confirming that the plat contains public utility easements. Dominion Energy Utah may require additional easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities including prescriptive rights and other rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval or acknowledgment of any terms contained in the plat, including those set forth in the Owners Dedication and the Notes, and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Dominion Energy Utah's Right-of-Way Department at 1-800-366-8532. QUESTAR GAS COMPANY dba DOMINION ENERGY UTAH

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

## PLANNING COMMISSION APPROVAL

PRESENTED TO THE PLANNING AND ZONING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 20\_\_\_\_ AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

CHAIRMAN



CAMINO VERDE GROUP  
2831 ST ROSE PARKWAY, STE 257  
HENDERSON, NV 89052  
CONTACT:  
MIKE BALLARD  
Phone: 702-461-0789



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WWW.ENSIGNENG.COM

LAYTON  
Phone: 801.547.1100  
TOOELE  
Phone: 435.843.3580  
CEDAR CITY  
Phone: 435.865.1453  
SALT LAKE CITY  
Phone: 801.255.9029

## SHEET 1 OF 1

PROJECT NUMBER: 9780M  
MANAGER: KLC  
DRAWN BY: DDS  
CHECKED BY: BR  
DATE: 1/4/24