

ROCKY RIDGE TOWN MONTHLY MEETING

December 20, 2023

7:30 PM

MLA Building

Approved

Opening:

Presiding: Mayor Ronald Allred

Present from the Town Council: Ronald Allred, Shannon Allred, Lucy Gold, Bethany Sturgeon, and Andrew Aagard.

Present from the Town Staff: Terry Allred, Lane Allred, Rachel Bronson, and Marilyn Bronson.

Others Present: Greg Ogden, Brooke Bybee, Brian Jenson, Connie Thompson, James Bunker, Joanna Covington, Clint Bronson, and Alicia Bronson.

Invocation was given.

Meeting was called to order at 7:31 p.m.

ATTENTION:

Town recording equipment failed during this meeting, therefore, the meeting minutes have been drawn up by recollection and not necessarily an accurate account of the actual proceedings.

Approval of Minutes:

▪ **September 20th**

Changes to September's minutes were made last month. Council Member Andrew Aagard motioned to approve the minutes as amended and Council Member Shannon Allred seconded the motion; all others were in favor with the exception of Council Member Lucy Gold and Council Member Bethany Sturgeon, who both abstained due to their absence at said meeting.

▪ **October 18th**

A minor amendment was made in October's minutes. Council Member Lucy Gold motioned to approve October's minutes as amended and Council Member Bethany Sturgeon seconded the motion; all others voted in favor.

▪ **November 15th**

A few minor amendments were made in November's minutes. Council Member Bethany Sturgeon had a question regarding a comment made in relation to the hiring of Benjamin Allred due to his direct relation to Terry Allred, this being a Conflict of Interest. The meeting minutes indicated that both Marilyn and Rachel found no issue with it, as it had been discussed in an open public meeting. Council Member Bethany Sturgeon expressed not remembering the comment. Town Clerk/Recorder Marilyn Bronson clarified that Treasurer Rachel Bronson had made the comment, and Rachel concurred with it. However, Bethany Sturgeon requested Marilyn to listen to the minutes to verify whether this comment had indeed been made, to which Marilyn agreed to do so.

Council Member Andrew Aagard motioned to approve October's minutes as amended, and Council Member Lucy Gold seconded the motion; all others voted in favor with the exception of Council Member Shannon Allred due to her absence at said meeting.

▪ **December 5th (Canvass)**

Council Member Lucy Gold motioned to approve October's minutes as amended and Council Member Andrew Aagard seconded the motion; all others voted in favor.

Visitor: Audit Information; Greg Ogden, CPA

ROCKY RIDGE TOWN MONTHLY MEETING

December 20, 2023

7:30 PM

MLA Building

Approved

Management Letter

Mayor Allred gave visitor, Greg Ogden, CPA (Town Auditor) the floor.

Greg provided each Town Council Member copies of the Management Letter for the Audit performed for the fiscal year of 2022-2023 in addition to the Annual Financial Report booklet.

Town Council Members expressed their appreciation to Greg.

Greg, in turn, expressed his pleasure in working with the Town. He also expressed his appreciation for Marilyn and Rachel.

NEW BUSINESS:

1. Town Hall – Dedication Ceremony

Mayor Allred expressed a desire to invite the County Commissioners as well as the Sheriff and Deputies to a dedication ceremony for the new Town Hall when it is finished. He expressed that he would take this on and may ask for help from fellow Council Members – all of which expressed a readiness to do so.

2. Maintenance of Building

After some discussion regarding maintenance and cleaning of the new Town Hall (when finished) it was decided that Road Department Terry Allred will oversee that. Citizen Alicia Bronson commented that Aleta Lewis had a cleaning business and may be willing to clean the building for the Town. Marilyn also expressed that Wendy Allred had called her, offering her services to the Town in regards to cleaning. Terry expressed that he felt it would be good to get in touch with both people.

3. Parking Issues - Cedar Run Court & Hillside Drive

Terry expressed that during the winter months especially, (Holiday seasons) Cedar Court Run has been blocked from Jeff Baird's home. There has also been parking issues on Hillside Drive – for those that live up on a hill or down the hill. Due to the ice and snow, it is common to have people park on both sides of the road, making it difficult to navigate. In both cases, the problem creates an increase of accidents where cars may be damaged due to the proximity of cars to the road. Mayor Allred expressed that he would reach out to those with whom this applied to in order to ensure clear communication. He also suggested that announcements made would be helpful. Joanna Covington replied that she could send out a message if that would be helpful.

4. Municipal Code – Public Hearing in January for amendment of 7.04.17

Council Member Andrew Aagard expressed a desire to amend Municipal Code 7.04.17 though no action could be taken at the current meeting due to this issue being subject to a Public Hearing first. After some discussion this item was tabled for further reflection until January, when it could be voted on.

BUDGET REPORT & FINANCIAL STATEMENT: Marilyn Bronson, Rachel Bronson

Library, Recreation (Revolving Funds), Water Fund Info, *Public Hearing (January)* Interfund transfer from General to Capital Projects), etc.

Rachel informed the Town Council that, as the library was funded by the Town, any funds received by the library should be deposited into the Town's account as revenue. She emphasized that while the amount of money involved might be minimal, it was considered a best practice. Rachel also raised the question of designating both the Library and Recreation as revolving fund accounts, allowing them to use the received funds as needed. The Town Council was in agreement with allowing the two funds to act as revolving fund accounts.

In the September cash summary report, the PTIF 2792 only reflected Fund 10 (General) and Fund 40 (Capital Projects). The Water Fund (Fund 51) was not associated with the PTIF 2792. Additionally, it was noted that there was a huge NEGATIVE in the General Fund Zion's Checking Acct for General Fund (Fund 10) and a huge POSITIVE for the Water

ROCKY RIDGE TOWN MONTHLY MEETING

December 20, 2023

7:30 PM

MLA Building

Approved

Fund (Fund 51) in the Checking account. The numbers in both the PTIF and Zion's checking account were not an accurate "real-time" reflection of our accounts.

After a lengthy discussion with Pelorus including a lot of troubleshooting, Pelorus was able to remedy this. A journal entry to associate the Water Fund with the PTIF 2792 allowed Water Fund amounts to be shown separately as it is a shared cash account. You'll see that by the October Cash Summary, the 2792 PTIF account reflects all three (3) funds (Water, General, and Capital Projects). Moving forward, as agreed to in our water bond contract, any revenue (minus expenses) will be put into the Well Fund (PTIF 8287). On December 14th, all Water Fund money was transferred from PTIF 2792 into PTIF 8287-- the Well Fund. This fulfills our obligation to the contract and keeps accounting clear.

The amount of \$40,000 was added to the Reserve, with a current total of \$47,811 reflected on page 4.

Lane asked how much was in the Sports Court Reserve due to his recent need for bids, in which it was disclosed that a total of \$200,000 was there (page 4 was referenced). However, Rachel noted that a total of \$305,000 in donations had been made to the Sports Courts. She had spoken to Pelorus about this and would be having a special training with Marilyn and Pelorus to address this issue as well as other budget issues wherein things were disorganized and unclear. The goal is to create transparency and make the budget more understandable.

DEPARTMENTAL UPDATES:

1. **EMS/CERT:** None
2. **Water:** None
3. **Road:** None
4. **P & Z:** Park Supervisor, Lane Allred informed the Town Council of a meeting involving Town Volunteers, Employees, and the Land Owner. There was miscommunication between the parties involved and this meeting was intended to clarify the situation, ensuring that all parties were on the same page. Moving forward, there will be further communication between all involved to ensure a more streamlined process for Building Permits.
5. **Admin:** Monthly Expenditures; Marilyn noted a double charge on the expenditures and informed the Town Council that this had been refunded to the Town.
6. **Park:** Lane is in the process of obtaining three (3) bids for the Sports Courts.
7. **Library:** Mayor Allred asked who was over the library – in which several replied that Sarah Bronson was put in that position with the help of Amber Brown.

***OPEN FLOOR:**

1. **Citizen Items:** Brian Jenson expressed his appreciation for Council Member Shannon Allred's service to the Town, as her term expires in January. The Town Council echoed this sentiment and also welcomed Joanna Covington as the new upcoming Council Member.

Lane Allred had questions regarding the minutes to past meetings in relation to the contract with the Town as Town/Building Inspector. He also informed the Council that someone had been making inquiries at other Towns/Cities in which he currently has contracts with. He asked if there was anyone doing this. Council Member Lucy Gold expressed that she was not in the meeting when Lane had presented his contract to the Town. In relation to this she had some questions and had looked into Santaquin's rates for re-checks (re-inspections). She informed Lane that the first 2 checks constituted/covered one inspection. The third inspection (the re-check/inspection) was \$10. She had questions regarding this expense to the Town in relation to re-checks in the contract and asked how Lane was charging the Town for these. Lane expressed that each Town/City Inspections are different, noting that the Town had agreed upon the contract presented to them. He further added that Mona had originally written the contract and asked Lane if the prices were

ROCKY RIDGE TOWN MONTHLY MEETING

December 20, 2023

7:30 PM

MLA Building

Approved

acceptable to him. Lane informed the Council that this was the same contract he offered the Town, expressing that he had even gone down on his price. Council Member Lucy Gold informed Lane that she had not contacted any other Town/City and had no issue with the Inspection price - she was merely seeking clarity on who paid for the re-checks/re-inspections.

After further discussion, Marilyn informed those present that according to her understanding, clarification was being sought for in relation to the number of inspections residents previously paid for, which was seven (7) and the amount that Zipflow had in their system, which was eighteen (18). There was a discrepancy in regards to this as well as re-checks/re-inspections. It was understood that when a resident obtained a Building Permit, all inspection fees were paid to the Town, and in turn, Lane would then bill the Town for those inspections. Regarding re-checks/re-inspections, it was her understanding that the concerns expressed were in relation to who would be billed the expense of the re-checks/re-inspections, as it was not paid for initially when the permit was issued. Council Member Lucy Gold was in agreement with this recollection.

Council Member Andrew Aagard asked Rachel and Marilyn if either of them had contacted other Towns/Cities in regard to this. Marilyn and Rachel both answered that they had not.

(Alma Lane Allred's Notes (below))

Lane Allred had questions regarding the minutes to past meetings in relation to the contract with the Town. It was said that some present at that meeting were saying not to trust him, and some town staff were chastising the Council for signing a contract with him. He then asked if the Town Council had any concerns or questions.

Council Member Lucy Gold had some questions on re-inspections rates. From her understanding, in Santaquin the first 2 inspections were covered by one inspection charge. The third inspection was something like \$10. She had questions regarding this expense to the Town in relation to re-inspections of the contract. Lane clarified that there are two separate issues. One is the Contract for inspections, the other is how the Town decided to pass on these expenses in their fees, and that each municipality can do this in different ways. Since the Town had agreed upon the contract presented to them, they needed to decide how they wanted to pass those charges on or collect them in the permit fees. Lane mentioned how the Council had wanted a Building Department created in conjunction with signing the contract. Since that has not been done, P&Z would be the body to come up with a recommendation for the council on this matter. Regarding the contract, he stated that Nephi City had written the original one that he used with Rocky Ridge. He said Seth Atchison and their Lawyer, Casey presented the fee schedule to him and asked if it was acceptable. Lane informed the Council that this was the same contract he offered the Town except that he had gone down hundreds of dollars in some areas for Rocky Ridge.

Council Member Lucy Gold said that she had not contacted any other Town/City and had no issue with the Inspection price - she wanted clarity on how the re-inspections were being covered by the Town.

The Town clerk, Marilyn brought up the difference between the number of inspections residents previously paid for in their permits, which was seven (7) and the amount that Zipflow had in their system, which was eighteen (18). It was understood that when a resident obtained a Building Permit, all inspection fees were charged to the permit holder. Lane would then bill the Town for those inspections. It was Marilyn's understanding that the concerns expressed were in relation to who would be billed for the expense of the re-inspections since it was not covered in the current permit fees. Council Member Lucy Gold agreed with this recollection.

ROCKY RIDGE TOWN MONTHLY MEETING

December 20, 2023

7:30 PM

MLA Building

Approved

Council Member Andrew Aagard asked Rachel and Marilyn if either of them had contacted other Towns/Cities regarding this. Marilyn and Rachel both answered that they had not.

The Treasurer, Rachel Bronson mentioned a meeting that Casey wanted Lane to relate to the Town, since Casey was not present. Lane iterated that this meeting was with the Rocky Ridge Utility operators, developers, and the property owners about Subdivision Permits. Rocky Ridge has not been doing these or recording them with the county, which is their job to do. Rocky Ridge has not been doing Subdivision permitting and has no ordinances in place for this, as required by Law. There was no way for someone to know, through the Town, what were legitimate lots. The Town has been missing the subdivision step as required by state law for P&Z to approve. The Property owners and Developers will bring the Subdivision plans to the Town and the Town will create these permits. No more permits will be signed until these are recorded with the Town and Lane can know what the actual lots are. Mayor Ron Allred mentioned it was a very helpful meeting.

2. Town Council Items: Terry asked Marilyn to look into updating the Cemetery records (the map) on our website. Marilyn said that she would talk to the website manager, Tim Allred.

Adjournment:

Council Member Shannon Allred moved to adjourn the meeting. Council Member Bethany Sturgeon seconded the motion; all others voted in favor, and the meeting was adjourned. (A time is not included due to the recording device – it had stopped working.)

/s/ Marilyn Bronson

Approved by Town Clerk/Recorder