

Hinckley Town Council  
Town Council Chambers  
161 East 300 North Hinckley, UT  
Digital Recording of Meeting  
Tuesday, March 26, 2024

Invocation Tresa Taylor

#### **I. PLEDGE**

Mayor Brian Florang asked all to rise and join in the Pledge of Allegiance.

Mayor Brian Florang called the meeting to order at 7:13 PM.

#### **II. ROLL CALL**

Mayor Brian Florang  
Councilmembers: Donald Brown, Chris Mork, Skip Taylor  
Maintenance Employee: Joe Stevens  
Hinckley Town Clerk Tresa Taylor  
Absent: Councilmember LeeAnn Terry

#### **III. GUESTS:**

#### **IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS**

Mayor Brian Florang asked for corrections or a motion to approve the meeting minutes for March 7, 2024. Councilmember Chris Mork moved to approve the minutes for March 7, 2024, as presented. Councilmember Skip Taylor seconded the motion, all voted aye. Motion carried.

#### **V. PETITIONS, REMONSTRANCES, AND COMMUNICATION**

None.

#### **VI. REPORT OF GOVERNING BODY – BOARDS – COMMITTEES:**

None.

#### **VII. STAFF REPORTING**

Clerk Tresa Taylor provided council members with a copy of the Town's February 2024 Financial Report.

Clerk Tresa Taylor informed the council that on March 13, 2024, a resident came in the office and complained about a neighbor having three recreational vehicles with the appearance that all three recreational vehicles are being lived in. The resident stated he would give this some time and then consider filing a nuisance complaint. Mayor Florang stated he will take a look at this.

Clerk Tresa Taylor informed the council that on March 12, 2024, water operators Paul Clark and Trey Ross added media to the filtration tank at the treatment plant.

## **VIII. NEW BUSINESS**

### **1. Christine Colqui, Approval of a Home Occupation Permit for an Art Business at 45 W 100 N.**

Mayor Brian Florang informed council members the Home Occupation Permit from Christine Colqui for an art business at 45 W 100 N was reviewed and approved by the Planning and Zoning Commission and he asked for discussion or a motion to approve the permit. Councilmember Donald Brown moved to approve the Home Occupation Permit for Christine Colqui. Councilmember Chris Mork seconded the motion, all voted aye.

### **2. Review, discuss, and consider bid proposals and 2024 General Fund Budget for Town Code Codification Services and Online Ordinance Hosting**

Mayor Brian Florang informed council members the town has acquired two bid proposals for Codification Services and Online Ordinance Hosting from CivicPlus - Municode and Jones & DeMille Engineering – civiclinQ.

Mayor Florang explained that he and Tresa participated in a demonstration on both software platforms, and noted the platforms are very similar, but the main difference is in pricing.

The council reviewed and discussed the written proposals.

CivicPlus - Municode proposal \$9,950.00 for recodification and annual self-publishing software licensing fee \$1,200.00 for five user licenses, includes a few training sessions, drafting tool, history tool, and additional costs for publications like Policies and Procedures, etc.

Jones & DeMille Engineering - civiclinQ proposal \$3,600.00 for initial setup and annual subscription fee. This includes initial data migration/setup of “Books” including the Town’s Municipal Code including codification of any ordinance(s) passed before initial publication of “Books”. The annual subscription rate is \$1,100.00 and no additional costs for extra publications.

Mayor Florang asked Clerk Tresa Taylor her comments on the two demonstrations, and she explained that she liked the civiclinQ platform presentation the best because the platform seemed to be more user friendly, and that it is a Utah company so we can work with people nearby and not in a different state.

The council considered the current General Fund budget for this service.

Mayor Brian Florang asked for a motion to accept a proposal for codification and online ordinance hosting. Councilmember Skip Taylor moved to accept the bid proposal from Jones & DeMille Engineering – civiclinQ Code Hosting Platform for initial codification of town ordinances and annual online hosting not to exceed \$5,000.00 for the first year. Councilmember Chris Mork seconded the motion, all voted aye.



## **IX. OUSTANDING BUSINESS**

### **1. Mini Split Install, Restroom & Breakroom Update**

None.

### **2. Park Pavilion**

None.

### **3. Further discussion about the Rural Communities Opportunity Grant \$381,966 awarded to Hinckley Town on December 20, 2022, to improve town infrastructure (roads, water, and sewer) in the Hinckley Town Industrial Park and to engage with an economic development team to study business needs and create a strategy that promotes light industrial business development in Hinckley Town.**

Mayor Florang asked council members for any new information since the work session. Councilmember Skip Taylor stated that he and Councilmember Chris Mork went and walked the water and sewer lines in the Industrial Park. He said he contacted Fire Chief Steve Thatcher about burning the weeds and Chief Thatcher said he would take care of this. Councilmember Mork said burning the weeds will make it easier to find all the town infrastructure. Councilmember Taylor said it appears a property owner had burned weeds from a lot and then pushed the weeds from the roads into a large pile at the end of the road. Maintenance employee Joe Stevens informed the council this was done by Maintenance employee Trey Ross.

Clerk Tresa informed council members that she had contacted Daniel Hawley at Jones and DeMille Engineering about scheduling a time to meet and assess the water and sewer system in the Industrial Park and that she had forwarded this information to Councilmember Chris Mork. Councilmember Mork said he plans on meeting with James Saunders from Jones & DeMille Engineering on Monday, April 1, 2024, at 10 AM. Maintenance employee Joe Stevens said he will put this on his schedule.

## **X. MISCELLANEOUS DISCUSSION**

Mayor Florang read a letter from the Utah Water Conservation Manager concerning water conservation landscape incentives. The letter asks Hinckley Town to join by adopting an ordinance with water conservation landscaping standards for new developments. The council discussed the letter and there is no interest in pursuing this ordinance.

Mayor Florang stated he has a letter and a bill from Utah League of Cities and Towns to renew the town's annual membership.

Mayor Florang read a letter from the Association of State Floodplain Managers concerning an online questionnaire. Councilmember Donald Brown said he reached out to a lady concerning the floodplain map that was mailed to the town. Councilmember Brown said he explained to her that we are not in a flood zone, and she responded that the Mayor or town clerk had provided information about flooding in Hinckley Town. Clerk Tresa stated that she responded to an email from a Floodplain Specialist and provided information about the flooding the town experienced from the extreme rainstorm in August 2021. The council reviewed and discussed the floodplain map.

The council members reviewed the newsletter and event flyer. Clerk Tresa Taylor informed the council the cost for printing and mailing the newsletter and event flyer will be approximately \$1,200.00.

Councilmember Donald Brown said he ordered the Rodeo Queen saddle.

Councilmember Skip Taylor said a resident contacted him and about donating lime chips to put on the road at the limb pile. There was some discussion between council members and employee Joe Stevens and all agreed placing lime chips on the roads at limb pile would be a waste of time and money.

Councilmember Skip Taylor asked if the dog manure can be cleaned up in the park before the Easter Egg Hunt.

Councilmember Donald Brown said he was approached by a citizen about the scrap metal at the town limb pile being an eye sore.

Councilmember Skip Taylor said he contacted Western Steel about the metal at the limb pile and found that they will not pick it up and the price is .04 to .045 cents per pound.

#### **XI. PAYMENT OF BILLS**

Councilmember Donald Brown moved to approve the following purchase orders:  
PO # 19 to IPA, \$1,500.00, bid to rent 10' irrigation water for park,  
PO # 20 to LN Curtis, \$362.74 for a Fire Department rope,  
PO # 21 to LN Curtis, \$219.45 for a Fire Department Carrying Case,  
PO # 22 to Jones & DeMille Engineering, \$7,800.00 for 50% of engineering work on Water Master Plan,  
PO # 23 to West Side Grading, \$1,050.00, road base for road repair in Hinckley Meadows,  
PO # 24 to ULCT, \$500.00 for annual membership fee,  
PO # 25 to U.V.U., \$300.00 for Fire Department Winter Fire School registration.

Councilmember Skip Taylor seconded the motion to approve the purchase orders, all voted aye. Motion carried.

Councilmember Donald Brown moved to pay bills. Councilmember Chris Mork seconded, all voted aye. Motion carried.

#### **XII. ADJOURNMENT**

Councilmember Chris Mork moved to adjourn at 8:08 PM. Councilmember Skip Taylor seconded, all voted aye. Motion carried.



Tresa Taylor, Hinckley Town Clerk  
Dixie Talbot, Hinckley Town Clerk

  
Mayor Brian Florang