

PUBLIC HEARING & ROCKY RIDGE TOWN MEETING

March 20, 2024

7:30 pm

TOWN HALL

APPROVED

Opening:

Presiding: Mayor Ronald Allred

Present from the Town Council: Ronald Allred, Andrew Aagard, Bethany Sturgeon and Joanna Covington. Lucy Gold was excused.

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

Others Present: Geneveive Allred, Madeline Allred, Mary Allred, Alden Covington, Chuck Todd, Katie Allred, Neva Ray, Marvin Allred, and Chris Lewis.

Invocation was given.

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

MINUTES: Approval of January and February's Minutes

January:

A correction was made to the January minutes regarding attendance. Council Member Andrew Aagard stated that it was not the council's responsibility to review and approve Lane's contract. Clerk/Recorder Marilyn Bronson sought clarification on the protocol for handling discrepancies or oversights found within contracts such as the impact on the Town's finances. Mayor Allred requested that any such issues be brought to his attention.

Council Member Andrew Aagard motioned to approve January's minutes; Council Member Bethany Sturgeon seconded the motion; all others voted in favor with the exception of Council Member Lucy Gold.

February:

A minor adjustment was made on the February minutes related to the I-15 corridor project. Council Member Andrew Aagard motioned to approve February's minutes as amended, Council Member Joanna Covington seconded the motion; all others voted in favor with the exception of Council Member Lucy Gold.

Visitor: Shay Morrison

Shay Morrison was welcomed back to the meeting to discuss the following:

Review of Taxes: The discussion covered the summary of taxes typically implemented in municipalities, including the highway tax, transit room tax, energy sales use tax, Recreations, Arts and Parks (RAP) tax, and telecommunications tax. Opportunities for using these taxes for various town improvements were explored, specifically regarding the RAP tax. Marilyn expressed that Tim Allred, who is over the Town's Recreation program, had expressed an interest in obtaining funding through this avenue.

Community Impact Board Annual Survey: Shay encouraged the Town Council to fill out the CIB survey to be eligible for funding for projects, prioritizing critical infrastructure like water, sewer, and roads, emphasizing the importance of meeting the survey closure deadline. Mayor Allred asked that Marilyn put the Railroad Safety project on the CIB List.

Capital Improvement Plan & Asset List: The discussion highlighted the creation of a simpler version of a CIP for easier maintenance and updating. Shay offered to work on a fillable form to streamline the process for the Town.

Policies & Procedures, Code Update; draft for the Town of Rocky Ridge: Shay advised on conducting a policies and procedures update and offered to assist with drafting to ensure it aligns with contemporary needs and standards. An offer was extended by Shay to aid the Town in revising their current policies, procedures, and municipal code. The Council accepted Shay's offer, in collaboration with the Town's Staff and pending final approval from the Town Council.

MOU: Subdivision Ordinance: A memorandum of understanding (MOU) for updating the subdivision ordinance in compliance with state standards was discussed. Shay offered guidance on selecting consultants for the project. The

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deadline to complete this is December 2024. A motion to accept the proposal for an MOU with the consultant, Mike Hansen was made by Council Member Andrew Aagard and seconded by Council Member Joanna Covington; all others voted in favor with the exception of Council Member Lucy Gold. This will be discussed further with the Planning & Zoning Commission at next month's meeting.

Shay reiterated his readiness to discuss any agenda items further and elaborated on his research regarding water moratoriums and the establishment of a building department. Mayor Allred expressed interest in hearing more from him and requested further elaboration. In response, Shay cautioned against implementing a renewal of a water moratorium due to constraints within state code and proposed alternatives, specifically, a public facilities ordinance. Shay also mentioned Six County's consultation with the State Ombudsman, which consistently advises against recurrent water moratoriums across municipalities.

In regards to the creation of a building department, Shay recommended integrating it into the Town's policies and procedures. This entails outlining its creation in the Town's Code, specifying its purpose, the title of the department head, and general duties.

PUBLIC HEARING:

Mayor Allred opened the Public Hearing for Amending the Budget for Sports Courts Expenditures.

Mayor Allred initiated the Public Hearing to discuss the Amendment of the Budget for Sports Courts Expenditures. The necessity to adjust the budget arose due to the absence of an expenditure line for sports court projects, despite the presence of a revenue line.

Council Member Bethany Sturgeon motioned to approve the amendment to the budget and Council Member Joanna Covington seconded the motion; all others voted in favor with the exception of Council Member Lucy Gold.

Mayor Allred asked for public comment. No comment given. The Public Hearing was closed.

UNFINISHED BUSINESS:

1. Cemetery Committee; Katie Allred:

Katie Allred presented a proposal for improving the cemetery's aesthetics and maintenance, suggesting the appointment of a cemetery caretaker. Discussions centered around budget approvals and potential impacts on the cemetery's appearance. Motion to appoint Katie as the cemetery aesthetics head was made by Council Member Joanna Covington and seconded by Council Member Bethany Sturgeon; all others voted in favor with the exception of Council Member Lucy Gold.

2. Water Moratorium & Water Rights Update:

Council Member Bethany Sturgeon informed the Council that she had reached out to the Rural Water Association of Utah (RWAU) regarding the renewal of a Water Moratorium. She was informed that a Water Moratorium may be renewed two (2) or three (3) times, however it is not advised. A Roll Call Vote was taken to renew the moratorium for another 6 months.

	Aye	Nay	Absent	Abstain
Mayor Ronald Allred	<u>X</u>	___	___	___
Joanna Covington	<u>X</u>	___	___	___
Lucy Gold	___	___	<u>X</u>	___
Bethany Sturgeon	<u>X</u>	___	___	___
Andrew Aagard	<u>X</u>	___	___	___

Council Member Bethany Sturgeon clarified that in addressing the issue of reaching out to RWAU regarding the matter mentioned earlier, she was informed that it is not the Town's responsibility to procure additional water rights. It is the

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Developer/Land Owner's responsibility. Additionally, it was noted that the Town was advised, by RWAU, to engage with engineers the Town has collaborated with in the past and request their assistance in identifying opportunities to acquire more water rights. Council Member Bethany Sturgeon provided the Land Owner with contact information for various entities.

Creation of a Building Department: Council Member Andrew Aagard had previously understood that the September Town Council Meeting unanimously supported creating a building department. Marilyn clarified that merely adding a line item to the Town budget doesn't establish a department; a separate fund cannot be set up for the building department; it must stay within the general budget for state compliance. Establishing a department requires developing policies, procedures, and incorporating it into the Town's Municipal Code. This is done by the Council, not by the Clerk/Recorder.

Marilyn offered to contact Six County for suggestions for the Council based on practices in other small municipalities. Chair of the Planning & Zoning Commission, Lane Allred, informed the Council that researching and proposing such measures falls within the Commission's jurisdiction, including implementing new subdivision laws.

NEW BUSINESS:

1. **Senior Center; use and fees associated:** Proposals for the usage fees and policies for the new senior center were reviewed. Suggestions included setting up rental fees, cleaning deposits, and delineations between public vs. private event usage.

DEPARTMENTAL UPDATES:

1. EMS/CERT:

EMS: A proposal was put forth by Water Department Head, Casey Reynolds, for a new employee to split time between the water department and EMS. The arrangement would entail 40 hours a month at \$25 per hour, totaling \$1,000 per month or \$12,000 annually, to be divided between the two departments. However, the specifics of the job descriptions were still pending refinement. This proposal was intended to be included in the EMS budget, although adjustments would need to be made within the water department budget, contingent upon further discussion with the Clerk and Treasurer. The proposal also includes responsibilities such as meter readings and blue staking. Additionally, it aims to address pending water-related projects in the town that have been postponed, such as valve maintenance, despite efforts to set up maintenance schedules over the years.

CERT: None

2. Water:

The proposed repairs for the well involve purchasing six new lengths of pipe along with epoxy coating for both the new and existing pipe to address the ongoing issue. Each length of pipe, including coating, is estimated at \$25,100. Considering these expenses, the total cost for the repair is expected to be around \$80,000. * Originally, the patch repair was quoted at \$12,000, but due to the limited availability of companies that offer the service, the only option presented was from a company with a quote of \$24,000.

3. **Road:** To finish the Water main we will have to close off the main road and divert traffic south on Independence Avenue.

4. **P & Z:** ***

5. Admin:

Privacy Policy; adoption and approval: The council reviewed and approved the updated privacy policy for posting on the town's website.

A motion was made to adopt the updated privacy policy by Council Member Andrew Aagard and seconded by Council Member Joanna Covington; all others voted in favor with the exception of Council Member Lucy Gold.

Standard Financial Report: There are two versions of the standard financial report, with the one provided tonight featuring percentage amounts to indicate where funds have been over or underutilized. Marilyn mentioned that Rachel had suggested

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that this version may offer greater clarity for the Council. No significant discrepancies noted. Any questions or concerns were deferred to a direct discussion with administrative staff.

Budgets for the 2024-2025 Fiscal Year; Schedule Town Council & Staff Work Session: The council agreed to schedule a work session for May 2nd at 6 o'clock PM to discuss budgets for the upcoming fiscal year.

Monthly Expenditures were reviewed.

Marilyn included two resolutions in the Council's packet that have not yet received final approval; they are provided for your review for next month's meeting. These resolutions were discussed some time ago, with the intention of formalizing the duties of the Clerk/Recorder and Treasurer.

6. Park:

Park Supervisor, Lane Allred, raised multiple concerns regarding the park budget particularly regarding the wages and upkeep expenses; the upkeep budget is listed at \$30,800, which raised questions for Lane, as this amount had not aligned with his budget request. Lane also expressed that he had \$40,000 in Capital Projects under "Miscellaneous," and could not see where this money had gone to. Additionally, there was confusion about an amount of \$150,000 being put in the Capital Projects Fund for the Baseball Field Expenses.

Offers were made by Town Staff to meet personally with Lane in order to answer his questions and go over his concerns. Though Rachel expressed that these concerns had previously been discussed, Lane felt that it was important to bring his concerns to the Council to ensure that these matters were brought to the Council's attention for further discussion and resolution.

During the meeting it was clarified that the figures in the original budget were not generated by current Town Staff. This was done before they took over this process; the \$30,800 budget for upkeep has been consistent since it was approved during last year's Final Budget Hearing for 2023-2024. In addition, Marilyn explained that she had been instructed to allocate funds for contract work from the Park Wages budget based on information provided to her by former CAO Cathy Lummus. It was pointed out that the \$40,000 was still in the Capital Projects Fund under Miscellaneous. As far as the confusion surrounding the \$150,000, Marilyn and Rachel explained that they did not have answers to this question until recently, as they had been trying to get to the bottom of this particular issue. Through many discussions with the Town's accounting software, they had learned that during the recent audit, this money was transferred from the General Fund to the Capital Projects Fund by Pelorus (the Town's Accounting software). This action was necessary to comply with state code, which mandates that a certain percentage of funds must be allocated to the projects fund based on the balance in the general fund.

Lane emphasized the importance of being informed when budget adjustments are made. Town Staff assured that they were willing to address all concerns with Lane and offered to sit down and discuss these thoroughly.

7. Library: None

***OPEN FLOOR:**

1. Citizen Items:

Katie requested funding for local projects like the welcome sign renovation. Discussion around whether funds could be allocated from the capital projects budget was raised. The council agreed to consider allocating up to \$3,000 for the welcome sign project.

2. Town Council Items:

The Regional Growth Summit in Richfield on May 21st is open to Town Staff, Council, and Planning & Zoning Commission Members. Town Staff's attendance was approved by the Council. Marilyn will provide information on the breakout session topics.

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With Lucy's question last month regarding FEMA, Marilyn reached out to Juab County's Fire Warden, Chris Lewis to discuss the issue. Chris explained that while no funding has been pursued yet, there are funds available for addressing wildland fire issues, which are a national priority. Efforts are underway this year to develop a new county CWPP (Community Wildfire Protection Plan) for the Town of Rocky Ridge. This is under review. The plan identifies Rocky Ridge as needing this. Various options have been considered, including mechanical work and chemical treatment of the soil, but they pose challenges and potential hazards. After careful consideration, one of the best options for a maintenance program would be to fence the area and utilize grazing animals like sheep or goats to keep the vegetation under control. This approach is cost-effective and could be implemented on the west and north sides, particularly around Quality Craft. The program typically involves a combination of county, city, and local involvement, along with state funding. As long as the county is involved, we can use it as part of our county commitment to wildfire prevention. This allows us to leverage both financial contributions and in-kind volunteer hours. While state grants are an option, they don't count toward our wildfire prevention program, which isn't currently a major concern as we're already well-positioned in that regard. Chris explained that he will explore funding options, including the possibility of diverting funds from a project in Eureka, however, it may take until next year before funding becomes available for this project.

Adjournment:

Council Member Andrew Aagard moved to adjourn the meeting. Council Member Joanna Covington seconded the motion; all others voted in favor with the exception of Council Member Lucy Gold.

The meeting was adjourned at 10:22 p.m.

/s/ Marilyn Bronson

Approved by Town Clerk/Recorder,
Marilyn Bronson, UCC, CMC