

# STERLING TOWN COUNCIL

## MINUTES

Tuesday April 16, 2024

### **1. Pledge of Allegiance.**

Council, staff and community present stand and recite the pledge of allegiance.

Meeting is called to order by Mayor Pearson at 7:05pm.

### **2. Roll Call.**

Zeb Wignall, present; Yvonne Larsen, present; Kim Killpack, present; Tami Privett, present; Mayor Keenan Pearson, present.

Staff Present: Kristina Winkel, Jim Egner.

Community Present: Tyler Faddis, Ruth Killpack, Corey Jensen, Arleen Jensen, Faylyn Catmull, Alicia King, Stephanie Hardy, Claudia King.

Corey & Arlene Jensen present to council to seek a permit to complete a patio with cover. Corey explains that they had begun the project and were visited by the county who “red tagged” it until a building permit was obtained. Corey explains that they are installing a 24 by 30 foot patio with a cover that is not attached to the home. It is on a concrete slab. Zeb asks for a drawing and Corey presents one. Kris presents a building application to the Jensen’s. Council discusses dimensions of the project and distance from the home and sides of the property and agree that it is within current code. The Jensne’s complete the application and Mayor signs. They will present to the Planning & Zoning for approval.

### **3. Reading of minutes from the previous meeting(s).**

Council reads minutes from the public budget hearing on Tuesday March 19th, the town council on Tuesday March 19th and the special meeting on April 2nd.

### **4. Approval of Minutes from previous meeting(s).**

Zeb makes a motion to pass the minutes as presented from the March 19th public budget hearing. Yvonne seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim aye. Motion passes.

Tami makes a motion to pass the minutes as presented from the town council meeting on March 19th. Zeb seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim aye. Motion passes.

Zeb makes a motion to pass minutes from the April 2nd special meeting with spelling corrections discussed. Tami seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim, aye. Motion passes.

**5. Discussion and vote on removing the Land Development sign in front of 112 E 250 South.**

Mayor states that the sign is in front of his property and all the lots in the subdivision have been sold and the sign has not been removed yet. Council discusses and all agree that since the sign is on town property and all the lots are sold, the sign can be removed.

**6. Discussion and vote on impact fee survey.**

Tyler Faddis provides an update on the impact survey fee. He states that CIB has approved the application to help fund the project. They will pay \$5000 and Sterling will pay \$5500. Council discusses the cost and budget.

Tami makes a motion to vote on the impact fee survey to be partially funded. Yvonne seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim, aye. Motion passes.

Tyler presents 2 hard copies of the water master plan to the council with an additional copy on a thumb drive. One copy went to the Mayor and the other to Kim Killpack. Tami Privett has the thumb drive and is working on uploading it to the website.

**7. Faylyn Catmull President of Sanpete County Chamber of Commerce to introduce their organization.**

Faylyn Catmull is the president of the Sanpete Chamber of Commerce which was established in November of 2023. The local membership network is 64 businesses and institutions strong. Being a member of the chamber offers advocacy before local governments and other organizations to help businesses succeed, marketing on the chamber website, social media and other media outlets as well as through promotional events. Members are invited to a monthly Lunch and Learn where they can meet other business owners and network, learn about marketing, grants and other tools that will help their business grow. The chamber has relationships with other states and organizations on a regional level that our local business can share from. Fayln states that they are here to offer their support in hopes that local businesses will in return offer their support. The "Lunch and Learns" are really growing.

Stephanie Hardy is the Executive Director of the Sanpete Chamber of Commerce. Stephanie states that on September 21st there will be a gold tournament, more information to follow. The chamber is also putting together a Tourism Calendar and are happy to add any Sterling Events in it. Anyone can access the calendar by going to the sanpete county website. Stephanie adds that all chamber members receive a weekly newsletter.

**8. Discussion and vote on facility rental agreement and rates.**

Yvonne states that she has looked at other towns to see what they charge for renting their facility and feels those rates are too high. Most of our rentals are just for 5 hours and charging by the hour may be too much. Yvonne prepared a fee schedule and reviewed the proposed charges with the council and there should be no charge for non-profit organizations.

Council discussed raising some of the proposed prices and adding an additional charge for non-residents (those outside of the buffer zone).

Tami makes a motion to approve the new fees as follows: Cleaning/Damage Deposit (refundable), \$200.00; Approved Non-Profit (for meeting use only), no charge; Clubs (weekly or monthly), \$25.00; Community Center with the kitchen, \$75.00 residents \$100 non-residents; Weddings & Extended Events, \$200.00 residents \$300 non-residents; Park/Pavilion and Kitchen day use, \$30.00 residents \$50 non-residents. Yvonne seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim, aye. Motion passes.

Mayor Pearson adds that the Prep Group is not using the building every Thursday and Shayne asks that we continue to hold the building every Thursday. Yvonne states that she checks with Shayne before scheduling it and will continue to do so.

#### **9. Report of Officers:**

Jim (Water Operator and Town Maintenance) brings up a couple of things. First he needs the town to request that he be the direct contact as the water operator and that it needs to be on the town letterhead. Second he has had requests by others to "bag" the grass when mowing. He provides quotes for a new mower and bagger \$2,689-3,000. Tami reviews what is left in the cemetery budget for supplies and maintenance. Council discusses and agrees that a new mower can be purchased for under \$4,000.

**Kim-WATER-ROADS-** Kim states will review the water master plan. Kim asks Jim if there are any roads he has concerns with. Jim talks about a pothole and areas he would like to fill in with black at the church and at the Denton fire hydrant.

Zeb asks if Daniel Breathwaite's water leak has been fixed. Jim states that they have been working on it and have a temporary fix in place. Yvonne confirms that the leak has stopped.

**YVONNE-TREASURY/BUILDING/CEMETERY-** Yvonne talks about a gate at the park that needs to be replaced. Council discusses the location of the gate and the proposed costs to replace it and agree that it does need to be replaced.

Tami makes a motion to approve to add 1-2 gates at the south east side of the park for a cost not to exceed \$500. Yvonne seconds the motion. All those in favor: Zeb, aye;

Yvonne, aye; Tami, aye; Kim, aye. Motion passes.

Yvonne states that we have a very large flag in the basement that she would like to hang in Sterling for July. Zeb will contact Hermansons to see if they will donate a boom truck to hang the flag so they can advertise their business.

Yvonne states that she would like to have a clean up day in Sterling in May to clean up the community streets. Mayor brings up concern that other towns have had problems with certain waste that is hazardous and the town was billed. Council agrees this is a great idea but we may need some more planning.

Yvonne asks Jim if it is possible to cut the sod for funerals and reuse it. He said it makes sense but you would need to purchase a sod cutter.

**ZEB-/PARKS/FIRE**—Zeb asks if the bills for the fire dept have been paid. Kris reviews the bills that were paid and mailed this month. Talked about the MOS which will be discussed and voted on at the next council meeting.

**TAMI—STEERING COMMITTEE/BUDGET/DEPUTY CLERK**—Tami states that we need to decide how we are going to proceed with the property tax increase. She reviews the legal process and reminds the council that she needs to set the rate at the county by June 4th and have a public hearing before September 1st. Yvonne states concern about those who live on fixed incomes. Tami responds by saying they can apply for a waiver.

We will have to have a public hearing for our budget in June

Tami and Yvonne ask for the following to be on the next agenda: Read the AUP from the annual audit review. Tami talks about some of the annual OPMA training and privacy policy signed. Yvonne adds that we need to also sign the credit card agreement. Kris will add this to the next agenda

**MAYOR PEARSON—PLANNING & ZONING**—Mayor asks Yvonne if she needs any help with the 24th of July Celebration. Kris offers to help with the flier and poster. Yvonne said she will let us know.

#### **10. Approval and Payment of Bills:**

Bills Paid on 04/12/2024

Gunnison Valley Hospital	\$190.00	Paid 4/5/24. BLS Course/Heartsaver First Aid AED training
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Rocky Mtn Power	\$1862.92	Paid 4/5/24 Power for Streetlights for Feb and March. Did not get a bill. March bill for Sixmile Creek
Curtis Tools	\$572.69	Medical backpack for fire dept
Dominion Energy	\$335.80	Gas utilities ADM/Fire/Shop
Drake's Diesel Repair	\$160.00	Fire Truck Inspection
Jensen Excavating	\$300.00	1 load of road base
Manti Telephone	\$107.43	Phone bill for March
N. Sanpete Disposal	\$75.03	Dumpstars and garbage cans
Tami Privett	\$25.00	Office of Lieutenant Govt Fee
Sanpete County Fire District #2	\$612.75	Fire District Fee
Sanpete Sanitary Landfill Cooperative	\$457.20	Landfill fee expense
Sterling Country Store	\$193.69	Gas and supplies
The Shirt Shop	\$206.00	Fire Fighter hoodies
Utah League of Cities and Towns	\$620.00	4 Powers and Duties handbooks and annual membership dues
Valley Builders	\$4.48	Backhoe Bolts
Lyle Young	\$200.00	Refund. Overpayment for cemetery lot
Zions Bank Visa	\$902.29	Flags, printer cartridges, bound house deposit for 24th of July, Fireman's dinner and postage stamps.

#### Payroll Paid on April 8, 2024

James C Egner	\$1978.43
Yvonne V Larsen	\$298.29
Heather h Myers	\$609.51
Tamra D Privett	\$152.38
Kristina K Winkel	\$370.55

Tami makes a motion to pay bills as presented. Yvonne seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim, aye. Motion passes.

## **11. Meeting Adjournment.**

Tami makes a motion to adjourn the council meeting. Zeb seconds the motion. All those in favor: Zeb, aye; Yvonne, aye; Tami, aye; Kim, aye. Motion passes.

Meeting adjourned.