

Orangeville City Council
Public Hearing and Regular Meeting
Meeting Minutes
June 13, 2024
6:00 P.M.

Present at said meeting were: Mayor Shaun Bell, Council Members- Tracy Addley, Kari Alton, Doug Stilson, Greg Jewkes, and Kevin Butler, City Recorder- Amanda Lake, Zoning Admin.- Seth Manning, and Maintenance- Travis Richards.

Visitors: Kris Bell, Michael Jewkes, Commissioner Jordan Leonard, Lorraine Frandsen, Carol Stilson.

Public Hearing

1. **Introduction:** made by Mayor Shaun Bell

2. **Open Public Hearing:**

Motion: made by Doug Stilson to open Public Hearing **Seconded by:** Kevin Butler
Motion passed with 5 affirmative votes.

A. **Approve Resolution 2024-7-** A RESOLUTION AMENDING THE 2023-2024 GENERAL FUND BUDGET. – Gary Keddington, the city’s CPA, states that it is state law to amend the current budget. Gary states that we still have a few weeks of expenses that may come in. Gary says that he likes to have a little bit extra in each of the departments, in case something comes in. State law says that we can’t go over what the final amended budget is set to. Gary states that its good to amend the budget so that it is correct when it goes to audit. Gary presents the summary to the Council and public. Gary states that B& C Road Fund must carry over to the following year and there is not a limit to carry over. ARPA Funds also have to carry over. Gary explains that because there were over expenditures in the budget, he had to pull money out of savings to balance the overage. Gary discusses the Utility fund and states that there will have to be future discussions of whether or not we have enough of a buffer in that fund. Mayor Bell advises Gary that the city does in fact owns the roads and pipes. Gary states that this is more or less a report because the money is already spent.

Motion: made by Doug Stilson to approve Resolution 2024-7. **Seconded by:** Kari Alton
Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Kevin Butler- Aye
Motion passed with 4 affirmative votes.

B. **Approve Resolution 2024-8-** A RESOLUTION ADOPTING THE 2024-2025 GENERAL FUND BUDGET, WATER AND SEWER BUDGET, MUNICIPLE BUILDING AUTHORITY BUDGET, CAPITAL PROJECT BUDGET AND PERPETUAL CARE BUDGET FOR ORANGEVILLE CITY. – Gary states that objective of this budget is to see where we can go with the budget this year. Gary says that this is our best guess and that we will work this budget throughout the year until we have a clear understanding of what the city’s needs are. Gary tells council that he would like them to take the new budget and look over each of their departments and think about how they would like to manage that department. Gary states that they can adjust things as we progress in the year. Gary asks that the council to please ask if they have any questions on their budget. Gary continues to go over the 2024-2025 fiscal year budget including employee wage increases. Departments have been moved around so that we can get a more accurate count of what is being spent in that department. Gary continues to go over the funds and states that he has budgeted for the purchase of a used truck for the city maintenance to replace the two leased trucks that were turned back in. This purchase will come out of the Capital Projects savings. Mayor Bell explains to the public that the B & C Roads Fund are generally speaking used on road and sidewalk repairs or projects and safety. Gary suggests to adopt this budget as is and then we can amend it in the next couple of months if needed.

Motion: made by Kari Alton to adopt Resolution 2024-8. **Seconded by:** Tracy Addley

Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye

Motion passed with 5 affirmative votes.

- C. **Approve Resolution 2024-9-** A RESOLUTION SETTING THE 2024-2025 CERTIFIED TAX RATE FOR ORANGEVILLE CITY. - Recorder, Amanda Lake reads the Certified Tax Rate for 2024-2025 fiscal year.

Motion: made by Kevin Butler to approve Resolution 2024-8. **Seconded by:** Doug Stilson

Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye

Motion passed with 5 affirmative votes.

- D. **Present Fraud Risk Assessment-** Nathaniel Corry- Nathaniel Correy presents the city's Fraud Risk Assessment required by the state. Initially he states that were in the very high-risk area. He says that this is normal for small city's and the hardest thing to accomplish is the separation of duties when there is only a handful of people. He states that there have been some things moved around to make things compliant with the state. The assessment gives points for having certain requirements in place. Nathaniel explains that by having all of the required things done that we were able to go from very high fraud risk to low fraud risk. Nathaniel states that they would be happy to offer training on governance responsibilities and how to read the financial statements. He explains why the recorder is not legally allowed sign checks and suggests that everyone on the council be signers on the bank accounts. Having these separations of duties in place will help keep the city from potentially being in a fraudulent situation.

3. **Close Public Hearing and Open Regular Session**

Motion: made by Tracy Addley **Seconded by:** Greg Jewkes

Motion Passed with 5 affirmative votes.

Regular Session

1. **Introduction:** made by Mayor Shaun Bell
2. **Prayer:** Kari Alton
3. **Pledge of Allegiance:** led by Mayor Shaun Bell
4. **Welcome Kari Alton as Orangeville City's newest Council Member-** Mayor Bell welcomes Kari Alton to the Council. Kari states that she is excited to work with the council.
5. **Approval of Bills and Warrants:**
Motion: made by Tracy Addley **Seconded by:** Greg Jewkes
Voting Roll Call: Tracy Addley- Aye, Kari Alton Aye, Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye.
Motion passed with 5 affirmative votes.
6. **Approval of May 9,2024 Regular Session Minutes and May 7,2024 Special Meeting Minutes:**
Motion: made by Doug Stilson to approve May's Meetings Minutes **Seconded by:** Kevin Butler
Motion Passed with 5 affirmative votes.
7. **Public Comments:** Commissioner Jordan Leonard discusses the Research Center. The County wants to stay in close touch with the city so that decisions aren't made without city approval as things move forward. Mayor Bell asks for the Commissioner to expand on the Nuclear part. Commissioner Leonard states that we are in the top three to begin manufacturing of modules. He states that we are picked then this would create around 50 jobs. He also states that we just need to make sure the nuclear waste is disposed of properly. He explains that the modules would be built but maybe 20 years down the road they might have to be charged or waste removed from the modules. There is a little bit of concern of what that will look like. The Company Radiance would take care of that.

They are looking at Delta and Eagle Mountain as well. Commissioner Leonard states that as the research center transfers to the state, Jeremy Pearson will be a good contact. The state is looking to purchase it for 2 million. Mayor Bell said that we are looking into Annexing it into Orangeville and right now it is in the County. Commissioner Leonard states that if we do annex it in that that would be in support of that. Commissioner Leonard explains a little about the Fire District giving \$10,000 to each city. It is up to the city to structure the use of the funds. Mayor Bell thanks the Commissioner for the funds to help our Fire Department.

8. **Jentri Price- Report on Girls State-** Jentri needed to reschedule.

9. **Approve Refund of \$25.00 to Sandy Curtis for Vendor Booth.**

Motion: made by Kevin Butler to approve the \$25.00 refund. Seconded **by:** Tracy Addley

Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye

Motion passed with 5 affirmative votes.

10. **Discuss/ Approve/Deny IWORQ- Travis Richard-** Dace from IWORQ joined us on a Zoom call. He explains how the program works. They serve over 2,500 municipalities across the U.S. and with 17 customers in Utah. This program is to help with work orders, inventory etc. to help keep track of things that are needed around the city. The cost will include unlimited users and support and training of the system. The basic plan includes signs, payments, cost tracking and general work plan. The council would like to discuss this more and possibly look at other options before making a decision. The 1-year contract is a \$1300.00 initial fee and \$2000.00 a year. The 3-year contract, IWORQ will waive the initial fee and would be \$2000.00 a year. This offer will be good until the end of June. The council will discuss this further and make a decision before the end of the month.

Motion: made by Kevin Butler to table this. **Seconded by:** Kari Alton

Motion Passed with 5 affirmative votes.

11. **Appoint a Mayor Pro- Tem-** Mayor Shaun Bell appointed a new Mayor Pro-Tem. Mayor Bell asked Councilman Greg Jewkes to be Orangeville City's new Mayor Pro-Tem. Greg Jewkes accepted this role.

12. **Approve the Council to be additional signers on the City's Bank Account and remove the Recorder as a signer on the bank accounts to be in compliance and have the separation of duties needed in the office.-** Orangeville City's Recorder/Clerk explains that because there are only two people in the office, to be in compliance with the State that she cannot be a signer on the city's bank accounts. She explains that because she is the one that does Accounts Payable, it isn't ethical for her to also sign the checks that are being paid out, therefore she will remain on the account but will no longer sign checks. To get checks sent out in a timely manner, the Council agreed that it would be wise to add the City Council members to Orangeville City's checking account to be additional signers in cases that the Mayor isn't available to sign checks. Names to be added to the city's bank account are Tracy Addley, Kari Alton, Doug Stilson, Greg Jewkes, and Kevin Butler.

Motion: made by Kevin Butler to approve Orangeville City Council to be added to be additional signers on the city's bank account and remove the Recorder as a signer to be in Compliance.

Seconded by: Greg Jewkes

Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye

Motion passed with 5 affirmative votes.

13. **Approve Resolution 2024-6-** A RESOLUTION AMENDING TO REDACT ORANGEVILLE CITY POLICY 3.5.1, VOLUNTEER ORDERED COMMUNITY SERVICE. - The council voted and approved this change in May's Council Meeting. The Council needed to approve Resolution 2024-6 to resolve this policy change.

Motion: made by Greg Jewkes to approve Resolution 2024-6 **Seconded by:** Tracy Addley

Motion Passed with 5 affirmative votes.

14. **Discuss/Approve/Deny- Memorandum of Understanding between Emery Fire Protection Special Service District and Fire Departments of Cities and Towns in Emery County.** - This was discussed by Commissioner Leonard in Public Comments. Mayor Bell states that in order to get the \$10,000.00 the Fire Chief or his appointed cannot miss more than three meetings. These funds are for retention and equipment. Tracy states that he has been to some of the meetings and was told that there wasn't anyone coming from Orangeville and that we need to attend.

Motion: made by Tracy Addley to approve the MOU with the Fire District. **Seconded by:** Kari Alton
Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye
Motion passed with 5 affirmative votes.

15. **Discuss/Approve/Deny- Orangeville City & Emery County Road Maintenance Interlocal Agreement:** Mayor explains that this is for some partial roads that we were charging for and the county were charging for. The agreement we allow the county to be over these sections of road to maintain. The city doesn't have the means to maintain them.

Motion: made by Kevin Butler to approve County Road Maintenance Interlocal Agreement.
Seconded by: Greg Jewkes
Voting Roll Call: Tracy Addley- Aye, Kari Alton -Aye Doug Stilson- Aye, Greg Jewkes Aye, Kevin Butler- Aye
Motion passed with 5 affirmative votes.

16. **Staff Reports:**

Seth Manning: Has been a couple of clearances for shops on Cemetery Rd. The parking situation in front of the apartments seems to have resolved but we still need to paint the stripes on the road. Seth states that he went and handed letters to all of the renters at the apartments explain what will be happening. Seth is still waiting to hear back about the RV Park Project. The new Cup of Joes has been approved and can open for business.

Travis Richards: reports that they are almost ready for Orangeville Days and will get the lines painted next week. He also reports that one of the tires on the side by side blew and that it is getting pretty rough. Mayor praises how good the park looks.

Brittney Richards: states that our Audit will be coming up the end of August and that one of the things that has been neglected is our inventory. Brittney asks council to go over their departments and account for things we have and do not have.

Amanda Lake: states that going through grants that are coming available, one being for the Fire Department which we have missed this year, requires at least 3 volunteers to have their red card or be half way through the training. Amanda explains that she and the Treasurer has an opportunity to attend Huntington's budget workshop and their Fire Chief finds grants for the Fire Department and has acquired grants to cover the purchase of equipment, PPE, etc. Brittney Richards states that not just for the Fire Chief but as a Council, if they have projects that they are wanting to do, to help research grants options. Some of the grants require an income survey to apply for those grants. Amanda asks Mayor Bell to talk to the Fire Chief again to see if we can't get him coming again. She also advises that the BLM letter has been sent in.

17. **Council Reports:**

Tracy Addley: No Report

Kari Alton: No Report

Doug Stilson: addressed Planning and Zoning's Vacancies. Recorder said that she would get the vacancies posted. Doug Stilson also states that him and Seth Manning have been going through the business licenses and seeing who does and doesn't have business licenses that should have. Air B&B's cannot charge someone to stay in a tent on the property.

Greg Jewkes- No Report

Kevin Butler- reports that Orangeville Days in underway. We have over 30 vendors with 7 of those being food vendors. Kevin asks Council to help serve at the Lamb Fry. Everything is set up. He needs a Fire a Fire truck at the Bon Fire. Assignments were delegated.

18. **Mayor Report:** Mayor Bell reports that the Rec Center has a new sports court. Mayor Bell also states that the city is in need of a new side by side and goes over some quotes that he has gotten. Mayor Bell states that we had some discussion with our attorney and she has adjusted her invoice. Mayor says that he feels that the Maintenance worker should get his CDL and Weed control certification by the state and will provide more information when he has it. Amanda Lake explains what funds the side by side would be paid out of. Mayor states that he will be reorganizing council duties. Mayor thinks with the B & C funds he thinks there will be enough to do all of the side walks and the Recorder and Treasurer have talked about putting lamp posts up and down main street. The Commissioner has citizens concern that Orangeville's main street does not have enough light and this would accomplish this issue.

19. **Adjourn:**

Motion: made by Tracy Addley **Seconded by:** Kevin Butler
Motion passed with 5 affirmative votes.

ORANGVILLE CITY

Amanda Lake
Recorder