

Minutes of the Altamont Town Council Meeting
July 11, 2024

Present:

Clyde Watkins

Glen Jessen

Vickie Jessen

Russell Sorensen By Phone 7:05 to 7:08 pm

Scott Allen

Craig Kettle, Town Employee

Amanda (Mandy) Gardner, Town Clerk

Public:

Jordan Merrell

Nate Zilles

Clyde Watkins called the meeting to order at 7:03 p.m.

The Council agreed to adjust the order of the agenda items to take care of the Oath of Office at this time.

Oath of Office (7:06 p.m.)

The Oath of Office was given to Vickie Jessen by Mandy Gardner

7:08 p.m. Russell Sorensen was excused from the rest of the meeting

Minutes Approved (7:11 p.m.)

A Motion was made by Glen Jessen to approve the minutes of as written. Motion seconded by Russell Sorensen. Motion carried unanimously.

Fire Department (7:12 p.m.)

Chief Phillips was not in attendance at the meeting so this item will be discussed at next month's meeting.

7:14 p.m. Scott Allen entered the meeting

Technical Planning Assistance (TIP) Grant (7:14 p.m.)

Mr. Nate Zilles explained that TIP, Technical Planning Assistance, grant comes from UDOT. The application process starts in October by letting UDOT know the town is interested in applying for the grant. The Application is due in December, and the grants are awarded in January of the following year. Nate reviewed the types of projects that the town could do with the grant. A community vision project would ask the community what they would like to see happen, what they would like to see develop. A community vision plan would help the town to develop an updated general plan. The towns current general plan is dated 1979 and was good through the year 2001. With highway 87 running through town UDOT is excited to see the application. The grant used to be a reimburse grant, meaning the town would pay for all cost up front then UDOT would reimburse the town. Nate explained to UDOT that small towns are not able to fund the projects upfront. Nate is working with UDOT to get it to where the town only has to pay a small

percent in the beginning, 90/10, were the town pays for 10 percent of the project up front. After the project is finished UDOT could then refund the last 10 percent depending of the grant. The town will find out shortly how the finances will be structured.

Nate requirements of the grant, need to connect goals to the overall project with the council, integrate land use and transportation planning, maximize the value of investment in public infrastructure, increase travel options to optimize mobility and create communities with opportunities to live, work, and play. UBAG will write the grant for the town, as part of LA program.

To go forward the town will need to decided on a project, the town has until October to decide. The community vision plan is a new plan that has been around for about a year. UDOT and Nate suggest starting with a community vision plan, before working on a general plan. The town can apply again in following years to fund a general plan, the town could apply every year, they may not be awarded every year. Glen pointed out that small towns need time between project to generate funds. Nate estimates a vision plan to cost between 50-100 thousand, a good general plan cost 100 thousand. The grant could possibly be a match grant 6%, or it could be a 90/10 where the 10% is reimbursed.

Vickie asked what does a vision plan give the town. Nate answered, the town will receive a report with all the data collected, based on questions asked. It will probably have comparison with town similar Altamont. The vision plan will provide support documentation for a general plan.

The council decided to go with the community vision project.

A Motion was made by Glen Jessen to have UBAG work on a Community Vision Plan grant . Motion seconded by Scott Allen. Motion carried unanimously.

GIS Program (7:29 p.m.)

Nate introduced Mr. Jordan Merrell GIS coordinator for Uintah County, to the council. Jordan has contracted with UBAG to work on GIS programs. UBAG has received funds from the state to run a pilot program to provide GIS serves to small cities and town, which are the same ones working with the LA Program. The GIS would provide the town with a basic zoning map, and plat maps. Othe project, depending on funding, would be interactive maps, utility/assets maps and GIS training if necessary. Jordan has 25 years of experience. The GIS will be similar to what the county offers, tailored to Altamont's needs. The only requirement is for the town to take the training from StrongTowns.org, called Your Land Your Plan asset class.

A Motion was made by to Scott Allen to approve the GIS plot mapping . Motion seconded by Glen Jessen. Motion carried unanimously.

Cemetery (7:44 p.m.)

Mayor Watkins asked if either cemetery is mapped out on the computer. Mandy answered that the County History Center has them on their GIS. Mandy has been working with Carol Thomas updating, and correcting the information. Nate informed the council of GIS grant for the cemeteries that he had come across.

Mayor Watkins gave a brief history on how the town came to own the two cemeteries. The Town wanted ground for a park, the LDS Church owned the ground. The Church made a deal with the town, they could have the park, as long as it always stayed a park, and if the town would take

over the two cemeteries. Sounded like a good deal, until you take into account the maintenance cost. Cemeteries run off what money you have plus interest. Any time a plot is sold the town can set some of that aside. When it comes to upgrades, that set aside money does not go very far. The Altamont Cemetery is about out of space, and soon need to expand the cemetery. Mayor Watkins suggested that before spending money on a GIS system, the town spend money on expanding the cemeteries. After learning more about the current situation at the cemetery Nate agreed that the grant match would be better spent on expanding at this time. Mayor Watkins informed the council, that the general fund pays for most upgrades at the cemeteries. The way the church had the cemeteries set, made it so the town is not able to ask the community for donations for improvements. In the past community members have stepped in and gathered donations to help improve the cemeteries.

With recent damage claims at the cemetery, Mayor Watkins has asked Nate to help look into ways to resolve the issue. Nate is still gathering information, and will get the council his finding when he has concluded his research. The council also will continue to gathering information. The Council reviewed the ordinance pertaining to repair and replacing of headstones. The council discussed how the cemetery gate is open all the time, and the council does not have control over who enters the cemetery, or where they drive while in the cemetery.

Nate Zilles and Jordan Merrill left the meeting 8:01

The council deviate from the agenda to discuss the subdivision project.

Subdivision Project (8:01 p.m.)

The Hanson planning group has sent over an invoice that requires the mayor's signature before being submitted to the State. This came after the deadline to be officially added to the agenda. The Council reviewed the invoice, and did not see any discrepancy. Going forward the subdivision project will be included on the agenda until the project is finished.

CD Renewal (8:11 p.m.)

Mandy reviewed the current CD's up for renewal and the current renewal rate options. The council agreed to have the CD's roll over for the same time period.

Utilities (8:20 p.m.)

The Council discussed the old irrigation pipes that has been sitting at the park for the last 20 years. The pipes no longer feasible to use, for the purpose they were intended for. Craig will clean up the area, and dispose of the pipe.

The next council meeting, August 1, 2024 at 7:00 p.m.

A Motion was made by Glen Jessen to end the meeting at 9:02 p.m. Motion seconded by Scott Allen . Motion carried unanimously.

Read and approved this 1 day of August, 2024.

Minuets of the meeting prepared by Amanda Gardner Town Clerk