

WALLSBURG TOWN COUNCIL MEETING AGENDA

August 8, 2024 - 7 pm

1. **Call to Order** Expected 7:00 pm
 - a. Pledge of Allegiance
 - b. Prayer/Inspirational Thought
 - c. Roll Call
2. **Consent Calendar:** Be it hereby moved that the following consent calendar items stand approved:
 - a. Agenda of the August 8, 2024 Town Council Meeting
 - b. Minutes of the July 11, 2024 Town Council Meeting
3. **Approve Budget**
 - a. July Budget and check register
 - b. July Budget and check register questions
4. **Public Comment (5 minutes):** This is the public's opportunity to comment on items that are NOT on the agenda. Please come up to the table, state your name and address before making a comment, and speak loudly to assure comments are recorded properly. If you have specific questions or comments regarding items that ARE on the agenda, please contact the Wallsburg Town Council or Clerk after the meeting has adjourned.
5. **Agenda Items:**
 - a. **Main Canyon Road Project, Park Trail Grant Projects Updates – Information and Discussion Only**
 - i. Troy Ostler will discuss status of Main Canyon Road Phase II and Park Trail Grant projects.
 - b. **Homeschool Group 2024-2025 School Year – Action Item**
 - i. Discuss and decide cost for the Home School Group Town Hall rental for the upcoming school year.
 - c. **Waterway Issues – Information and Discussion Only**
 - i. Discuss waterway ditch issues and solutions
 - d. **Water System Improvement Project Update– Information and Discussion Only**
 - i. Discuss status of Water System improvement project.
 - e. **Fiber Internet Grant Project Update – Information and Discussion Only**
 - i. Discuss status of grant project for Fiber Internet project.
6. **Department Reports**
 - a. To discuss continued agenda items, assignments
 - i. Buildings (Scott Larsen)
 - ii. Roads (Scott Larsen)
 - iii. Cemetery (Mary Piscitelli)
 - iv. Park (Terri Eisel)
 - v. Water (Troy Thompson)
 - vi. Mayor (Celeni Richins)
 - vii. Clerk (Alisha O'Driscoll)
 - b. Call for Agenda items for August Town Council Work Meeting (Expected August 22, 2024)
24th Of July review meeting with local bishops.
 - c. Call for Agenda items for September Town Council Meeting (Expected September 5, 2024)

Adjourn

Time:

WALLSBURG TOWN COUNCIL MEETING

July 11, 2024 – 6:30 pm

MINUTES

CLOSED SESSION to discuss personnel.

Call to Order Time: 6:35pm

Roll Call: Scott Larsen, Troy Thompson, Celeni Richins, Terri Eisel, Mary Piscitelli, Marcia Potter, Alisha O'Driscoll

Motion: Scott Larsen moves to hire Marcia Potter

Second: Troy Thompson

Vote: Unanimous

Motion: Scott Larsen moves to adjourn the closed session

Second: Terri Eisel

Vote: Unanimous

Adjourn Time: 6:54PM

REGULAR MONTHLY MEETING AGENDA

July 11, 2024 – 7:00 pm

1. Call to Order 7:01pm

a. Pledge of Allegiance - Completed

b. Prayer – Coleen Nielsen

c. Roll Call – Scott Larsen, Troy Thompson, Celeni Richins, Terri Eisel, Mary Piscitelli, Alisha O'Driscoll, Coleen

Nielsen, Jonelle Fitzgerald, Kamille Olsen, Chantelle Bowthorpe, Derek Anderson, Yvonne Thompson, Justin Carlile, Amanda Carlile, Steve Muir, Koy Eisel, Nate Surratt, Kent Payne.

2. Consent Calendar: Be it hereby moved that the following consent calendar items stand approved:

a. Agenda of the July 11, 2024 Town Council Meeting

b. Minutes of the June 6, 2024 Town Council Meeting

Items stand approved.

3. Approve Budget

a. June Budget and check register

b. June Budget and check register questions

Scott Larsen commented that he would like to point out that this is the full fiscal year for last year.

Celeni Richins commented agreed. Terri Eisel commented that the check register is two months, all of the final transactions.

Scott Larsen commented that most of the categories are in pretty good shape. Celeni Richins called for a motion

Motion: Terri Eisel moves to approve June budget and check register

Scott Larsen asked about the check to Moonlight construction on the check register. Troy Thompson explained it was near Brian Carlsons property, hydrant was hit and had to be repaired.

Second: Scott Larsen **Vote:** Unanimous

4. Public Comment (5 minutes): This is the public's opportunity to comment on items that are NOT on the agenda. Please come up to the table, state your name and address before making a comment, and speak loudly to assure comments are recorded properly. If you have specific questions or comments regarding items that ARE on the agenda, please contact the Wallsburg Town Council or Clerk after the meeting has adjourned.

None heard.

5. Agenda Items:

a. Health Department Annual Report – Information and Discussion Only

i. Jonelle Fitzgerald will present the annual report for the Wasatch County Health Department.

Coleen Nielsen introduced Jonelle Fitzgerald, handed out a pamphlet (available to the public by request). Jonelle Fitzgerald is health officer. Has been going to each municipality in the county to talk about the board of health and answer questions about what they do and why they are there. Coleen Nielsen joined the board of health last year and has learned a lot. Is interested in educating the community on what the board of health does and what programs and services are available. So many people are not aware of the services they can be taking advantage of that are there for you.

Jonelle Fitzgerald explained that visiting each municipality is something they'd like to do at least once a year and are happy to come anytime. By statute, they represent each municipality- Coleen Nielsen is the contact for Wallsburg. The list of services on the pamphlet are just an idea of what is offered, there are more. Feel free to call anytime to see about additional services that may be offered. Health Dept website has been updated and will be more social media for the public to utilize. Highlighted the WIC program, to provide food for families in need. Specifically where only healthy foods can be purchased, requirements for

nutrition and monitoring of children for growth, education, etc. Diabetes prevention and management programs. Working to help people recognize how important vaccines are. Vaccine preventable diseases like measles are on the rise, we want to keep our community protected. The last page is revenues and expenses. About a quarter of the revenue is from taxes, almost half is from federal grants, and 17% fees. Wasatch County is a healthy place to live, there is an annual report and Wasatch County is always in the top 2 or 3 healthiest counties in the State of Utah. We need to stay that way, that's what we are all about. Scott Larsen asked if they work with the schools as far as health in the school system. Jonelle Fitzgerald explained that communicable diseases in schools are reported to the health department and tracked so they don't go further. Healthy initiatives, working with the school nurses, etc. Jonelle Fitzgerald thanked the Town Council for having them and encouraged them to reach out if they have any questions or need any information.

b. Homeschool Group 2024-2025 School Year – Information and Discussion Only

i. Wallsburg Home School Group will discuss details of Town Hall rental for the upcoming school year. Kamille Olsen thanked the Town Council for letting them rent the building. Would like to renew contract, starting September 3rd and ending on April 29th. 28 Tuesdays. Attendance is going from 14 families to 12, 50-52 people per week (13 adults, 37 children, 2 babies). Classes start gathering around 9:30am, end around 2:30pm and out by 3:00pm. Celeni Richins asked how many families live within Town limits? One family lives in Town limits. About 5 or 6 families live in the valley, and the rest are out of the valley. Celeni Richins commented on the cost to heat the building, commented about maybe changing the day to consolidate meetings and rentals, etc. Scott Larsen commented that the cost to heat the building was \$8,600 last year. Alisha O'Driscoll commented that it's not just them that rents, that is the busy rental season and there are meetings, etc. Scott Larsen commented that it shouldn't be more than a days rental. Celeni Richins commented that they would make a decision and have them on the agenda next month. They are willing to do the service projects, have enjoyed it.

c. Waterway Inquiry – Information and Discussion Only

i. Nate Surratt would like to discuss the waterway in front of his property with the Town Council. Nate Surratt with the new waterway in front of his house, on the downhill side it has some deformity so that it goes down into his driveway and garage if it is a good enough storm. The last storm left him with 6 inches of water in his garage. After the waterway was placed, he dug a trench and filled it with cement to try to build it up. That worked for the first spring and now it goes around that. This spring he put sandbags to try to divert it, which helped but if a storm he is not aware of comes it puts water in his garage. He provided pictures and video of water and gravel in his driveway and garage. Celeni Richins provided pictures and videos to the rest of the council. Nate Surratt commented that gravel builds up and diverts the water to his garage and its unavoidable. Scott Larsen commented that the problem is that the ditch that carried water away has been filled in. Nate Surratt commented that some of the water goes into the culvert, but more ends up in his garage. Amanda Carlile asked whose responsibility is storm drain water. Celeni Richins commented that his garage is below road level, Amanda Carlile commented that this has been a problem for years. Troy Thompson commented a few houses that need culverts that have been affected by flooding. Nate Surratt commented that this is the fourth time he has flooded, he has tried putting barriers up, sandbags, etc. Celeni Richins asked if the sandbags were enough to get it into the ditch. Nate Surratt confirmed it went past his property, but not sure from there. He can't see light through the culvert, but the water is going in there. Celeni Richins commented that everyone is responsible for the culvert on their property. Troy Thompson commented that the main road and side streets being destroyed by water need to be addressed. Steve Muir confirmed. It is washing out the corner and he has maintained gravel and a berm and it needs more. He floods every year his cellar, porch, shed. He was told by Scott it was his responsibility and not the Town, he feels like he should not be responsible for the runoff. All the water in Indian Hills comes down that road and floods him. Amanda Carlile commented that if he put a ditch in, there is a waterline in the way. Not his responsibility to go into the Town right of way to fix it. Troy Thompson agreed, but does not agree with curbs. Suggested a maintained ditch. Steve Muir said if a ditch was there it could be maintained, but he doesn't feel it is his responsibility to build, but he is willing to maintain if it is put in. Celeni Richins asked for discussion. Troy Thompson commented to start with Nate Surratt. Nate Surratt doesn't care what happens, but would like something to happen. Possibly ground out the gutter to break the water flow, six or eight feet need to be pulled out and re poured. Celeni Richins commented to cut a break and divert it into the ditch. Troy Thompson commented to add a culvert. Nate Surratt said there is a culvert, it just isn't clean. He has tried to clean it and push gravel when a storm is coming, and that works unless it is a big storm. Terri Eisel commented that the problem is that the ditch system designed to prevent this issue has been filled in by

road projects and people that don't want ditches in their yard, etc. Suggested adding a new ditch/improving the ditch. Justin Carlile commented that he has had to dig to divert water by his house near the park as well. Terri Eisel commented to go look at the problem areas and then sit down to discuss what to do. Troy Thompson commented once they get on the project they need to stay on it. Nate Surratt commented it could be a community project to clear waterways. Celeni Richins agreed.

d. Water System Improvement Project Bid Alternate – Action Item

- i. Revisit details of proposed bid alternates for the Water System Improvement project and vote to accept as proposed or reject proposed bid alternates.

Derek Anderson (sunrise engineering) handed out a budget analysis form showing the funding package. Funding package is 49% loan, 51% grant. Funding package from DDW is \$6,933,000, then the project was designed and put out to bid. The Town of Wallsburg was really blessed to get good bids. Some costs were lower than anticipated, \$4.75million was the winning bid. There have been a few small change orders, \$5.4million is the allocated funds. There are \$1.45 million in unallocated (contingency) funds to be used for additional work. There are some things that need to be done before they are used. The DDW policy is for Town to return unused grant money (forfeited) and the loan length would be reduced. The potential projects that could be considered are the bid alternate one to upgrade the 2" line to 8" line (already designed). Water master plan lines out future projects to consider, including updating 6" lines in town. In order to add on to the project (approve bid alternates), you have to go through the DDW to amend the scope of the project, environmental work, design work. Not substantial costs, in the \$15,000 range. Explained potential projects to add on and estimated costs. Recommended putting together wishlist and going through them one at a time as unallocated funds allow. Celeni Richins asked if there is enough time? Derek Anderson commented that change orders can extend the time into next year if needed. Scott Larsen asked what the current completion date of the project is, Derek Anderson commented the first week in November. Derek Anderson commented that the other option is to shorten the loan and forfeit the grant money. Scott Larsen asked when the deadline is to make the decision. Derek Anderson commented that the sooner the better to keep things moving. Mary Piscitelli asked when the money would have to be forfeited if they haven't made a decision right away. Derek Anderson will come back with that date, but it is not before the project completion date. Derek Anderson commented that the Town is very fortunate for a 49%, 51% loan grant ratio, lately it has been closer to 70/30. Terri Eisel commented that waiting to make the decision could make it cost more. Troy Thompson commented that it has to be cut at some point, just because you qualify for it doesn't mean you can afford it. Derek Anderson commented that if you do the replacements later, it will cost more later. Troy Thompson commented that he is kind of going back on his original thought but if we do bid alternate one- that is it. Scott Larsen commented that six inch pipe isn't that much smaller than eight inch and that is fine for now. Troy Thompson agreed. Derek Anderson commented that you do have the fire flow currently but it will have to be updated later. Derek Anderson said doing a GIS system is an option, encouraged the Town to consider all of the options- especially where it is 50/50 loan grant. Celeni Richins commented it is an action item on the agenda, decision can be made tonight. Troy Thompson commented that he has run the numbers and it makes sense, but he would like to think about it. Scott Larsen commented that they have dealt with several contractors over the years and some are hard to get to come back. Troy Thompson said that is one of the main reasons he is rethinking it. Terri Eisel asked if that line has ever been redone. Troy Thompson commented that it is PVC, so it is really old. Kent Payne asked how many people are on that line. Troy Thompson commented he knows it's hard that only four are on that line, but you can't think of it that way. Derek Anderson commented that he is okay with whatever is decided, he just wanted to make sure everyone was informed. Celeni Richins commented that Wallsburg is lucky to have this grant money. Terri Eisel commented that the grant money is at 0% interest. Koy Eisel asked about the leaks at his grandma's house and asked if they can be maintained. Troy Thompson said he will come to look at them. Derek Anderson commented that the good news is there is time to decide. Celeni Richins called for a vote.

Motion: Troy Thompson moves to kick the can down the road until the next meeting.

Mary Piscitelli asked why to continue. Troy Thompson commented he would like to do more research and put more thought into it and get feedback from people. Justin Carlile commented that he thought it was in the original scope, and why did we just pay another contractor to fix a line that would have been included on this project. Scott Larsen commented that sooner or later it is going to break anyway. Terri Eisel agreed. Kent Payne asked why do we want to spend our money to invite developers by running those pipes? That should be something they pay for, not the public. There should be some type of impact fee. Wasatch County, Midway, Daniels does it. Justin Carlile explained that impact fees are limited to what they can be

used for. We don't have enough project to use them. Kent Payne asked if this shouldn't be a public hearing. Celeni Richins commented that the public hearing was held last year. Kent Payne commented that things have changed. Celeni Richins and Derek Anderson confirmed this bid alternate was on the original plans as an alternate. Justin Carlile commented that the citizens are paying the same whether or not the bid alternate is accepted, and that bid alternate project will have to be fixed at some point, regardless.

Second: Terri Eisel

Scott Larsen asked if we postpone until August, does that increase the chance that it won't get done this year? Derek Anderson said yes. But it also may not be able to be done this year at this point, will need to talk to the contractor.

Scott Larsen commented that we ought to vote for it now so it can get done this year.

Mary Piscitelli commented that it might not even get done this year as it is. Terri Eisel commented that she is good to vote tonight. Celeni Richins agreed. Mary Piscitelli agreed she is as well but would like Troy Thompson to be able to do his research if needed.

Motion: Scott Larsen moves to vote tonight to accept bid alternate number one

Second: Mary Piscitelli **Vote:** Unanimous

e. Fee Schedule Update – Action Item

- i. Vote to adopt updated fee schedule or continue discussion to a future meeting.

Celeni Richins commented that this is an opportunity to review the fee schedule. Discussed we are Terri Eisel – cleaning deposit at the park should be \$50. Mary Piscitelli asked if cleaning deposits are all or nothing. Celeni Richins confirmed yes they are. Needs to cover the cost of what needs to be cleaned up. Mentioned that the custodian is \$20 per hour. Mary Piscitelli commented that the refundable cleaning deposit should be \$100. Scott Larsen commented that people should have a chance to come back and clean up things they didn't leave clean. Mary Piscitelli commented that there needs to be a punch list of what needs to be cleaned. Celeni Richins agreed that a list needs to be made for rules and followed. Coleen Nielsen asked who the custodian is. Celeni Richins said it was Amanda Wardle and she resigned, her replacement is currently in process. Celeni Richins proposed the Town Hall cleaning deposit be \$100. Terri Eisel asked if the cleaning deposit at the Park has been being held, it has not. Troy Thompson and Celeni Richins commented that both the Town Hall and the Park deposits need to be \$100. Koy Eisel commented that he agrees with Troy Thompson that \$100 is cheap. Troy Thompson commented that he does not agree with the subdivision fees, and that we need to get some comparables. This is the kind of things that need to go up, and other things need to go down. Terri Eisel commented that it was higher and was requested to be brought down. Troy Thompson commented that is currently cheaper than the county. He will do some research and come back. Scott Larsen commented to go ahead and approve cleaning deposits tonight and do some more research for the rest of the items. Troy Thompson said the business license fee is too cheap. Celeni Richins commented that upping the cost doesn't effect revenue but it does effect the businesses. Celeni Richins asked for proposed costs. Koy Eisel commented asking what the County charges. Mary Piscitelli commented we need to get some comparables.

Motion: Scott Larsen moves to increase the cleaning deposit to \$100 for both Town Hall and the Park and postpone review of business licenses and development to more research.

Second: Terri Eisel **Vote:** Unanimous

f. 24th Of July Celebration Update – Information and Discussion Only

- i. Discuss plans for 24th of July Celebration.

Alisha O'Driscoll explained the general schedule of the 24th, posters and flyers around town, sign ups available. Youth coming on the 17th to help cleanup. Terri Eisel will get list of things that need to be done to help clean and prepare.

g. Grounds, Sprinklers, Lawn, and Weed Care – Information and Discussion Only

- i. Discuss consolidating grounds, sprinklers, lawn/weed care, and equipment.

Mary Piscitelli commented that there are weeds, grass, sprinklers in three different areas and that communication with Gordy can be better. It would be easier to have communication with Gordy come from one person. In order to keep the equipment maintained for all areas, spraying weeds everywhere instead of one place at a time, etc. Gordy got some weed killer for the thistle from the county and has used all they had to give him. Terri Eisel asked about the sprinklers and having water turns at the park and that she currently coordinates with Gordy. Mary Piscitelli commented that she more meant the repair and

maintenance of the sprinklers at the Cemetery and the Town Hall. Scott Larsen commented that Gordy replaced some heads this year and has been working to patch it. It is fixed as of today. Mary Piscitelli commented that she talked to Gordy today and he said all of the sprinklers at all locations are now working. Steve Muir asked if it is possible to get irrigation water to the cemetery? Troy Thompson said not without piping it and that there is not pressure. Steve Muir said it would be nice to use it at the cemetery. Mary Piscitelli said that according to Wallsburg Irrigation company the town doesn't have enough water shares to do both. Steve Muir said that Greg Allen and Kevin Bigelow have irrigation water up there, it might be nice if the water could be used elsewhere if the park is rented.

h. Water System Improvement Project Update – Information and Discussion Only

- i. Discuss status of Water System Improvement project.

Troy Thompson commented that the floor is poured in the tank, they are on schedule. He goes up about every other night. They are doing a good job cleaning up as they go. Other council members agreed.

i. Fiber Internet Grant Project Update – Information and Discussion Only

- i. Discuss status of grant project for Fiber Internet project.

Scott Larsen commented that they are waiting on the governors office to accept applications. Next summer.

6. Department Reports

- a. To discuss continued agenda items, assignments
- b. Buildings (Scott Larsen) Sprinklers are up and running. Terri asked if the kids can help do a cleanup here when they do the 24th cleanup.
- c. Roads (Scott Larsen) Nothing to add.
- d. Cemetery (Mary Piscitelli) Met with Gordy today. Had sprinkler issues that just figured out that top end pressure isn't working when all are used, so he has started watering in sections. Have had some sinking graves, like 3 feet at spots. The sod on a couple of the graves are totally dead. One grave down in the first section 4 x 4 has sunk, there is no new grave there and it was not there on Memorial Day. There are 10 graves that need to be fixed and re sodded, etc. Gordy's recommendation is to get a tamper machine as graves are being backfilled. There are two funerals upcoming. Working with the families for planning and addressing maintenance concerns. Justin Carlile commented that the sunken spot could be where the tree was at. Mary Piscitelli commented that she got a solar light to keep the flag up day and night. Got a new donation box, will be mounted on the shed.
- e. Park (Terri Eisel) UDOT added the cost discrepancy to the grant from another pool of funds for the region. The trail is moving forward on schedule. Will start after the wedding at the park in August. Completion end of October.
- f. Water (Troy Thompson) only thing to add is figuring out when people want to get water out of the hydrant. We are charging residents \$75 for 5,000 gallons and an extra \$10 for outside of town. \$.016 per gallon. \$1.60 for 100 gallons. Suggestion to take over usage which would add \$.25. Would suggest \$1.80 or \$1.85 per 100 gallons. Celeni Richins commented to round it up. Troy Thompson said we can charge them whatever, but that is what he came up with. Troy Thompson said that anyone coming to use the hydrant isn't a town resident. Scott Larsen commented that \$2 per 100 gallons is a nice figure. Troy Thompson said that an extra fifteen cents wont hurt them or help us. Not worth arguing, if they want a better price, they can go elsewhere. Suggested getting a meter for the fire hydrant. Scott Larsen commented to add to the fee schedule. Troy Thompson said \$2 per 100 gallons effective immediately.
- g. Mayor (Celeni Richins) nothing to add
- h. Clerk (Alisha O'Driscoll) nothing to add
- i. No Work Meeting Scheduled for July 2024. Happy Pioneer Day!

j. Call for Agenda items for August Town Council Meeting (Expected **August 8, 2024**)
Waterway issues, Homeschool Contract Decision, Water Project add on projects wishlist, Fee Schedule

CLOSED SESSION to discuss personnel – NOT HELD -

Adjourn

Motion: Terri Eisel

Second: Troy Thompson

Vote: Unanimous

Time: 8:46pm

PROPOSED

Wallsburg Town
Operational Budget Report
10 General - 07/01/2024 to 07/31/2024
8.33% of the fiscal year has expired

	Prior Year YTD	July Actual	Current Year YTD	Current Year Budget	Unearned/ Unused	% Earned/ Used
Change In Net Position						
Revenue:						
Taxes						
3110 Property tax - current	1,285.61	0.00	0.00	62,039.00	62,039.00	0.00%
3130 General sales and use tax	4,220.91	6,458.66	6,458.66	60,000.00	53,541.34	10.76%
Total Taxes	5,506.52	6,458.66	6,458.66	122,039.00	115,580.34	5.29%
Licenses and permits						
3210 Business Licenses	0.00	0.00	0.00	500.00	500.00	0.00%
Total Licenses and permits	0.00	0.00	0.00	500.00	500.00	0.00%
Intergovernmental revenue						
3356 Class C Road	0.00	0.00	0.00	30,000.00	30,000.00	0.00%
Total Intergovernmental revenue	0.00	0.00	0.00	30,000.00	30,000.00	0.00%
Charges for services						
3480 Cemetery revenue	100.00	0.00	0.00	5,000.00	5,000.00	0.00%
3491 Rec - July 24th Celebration	34,685.46	28,230.60	28,230.60	32,198.00	3,967.40	87.68%
Total Charges for services	34,785.46	28,230.60	28,230.60	37,198.00	8,967.40	75.89%
Interest						
3610 Interest income	281.23	311.52	311.52	2,500.00	2,188.48	12.46%
3611 Interest Income Class C Roads	61.22	67.81	67.81	400.00	332.19	16.95%
Total Interest	342.45	379.33	379.33	2,900.00	2,520.67	13.08%
Miscellaneous revenue						
3620 Rents and concessions	166.00	200.00	200.00	5,200.00	5,000.00	3.85%
3681 Riding club donations	0.00	0.00	0.00	500.00	500.00	0.00%
3690 Sundry revenue	890.00	0.00	0.00	0.00	0.00	0.00%
Total Miscellaneous revenue	1,056.00	200.00	200.00	5,700.00	5,500.00	3.51%
Total Revenue:	41,690.43	35,268.59	35,268.59	198,337.00	163,068.41	17.78%
Expenditures:						
General government						
Administrative						
4111.110 Council wages	1,975.00	1,975.00	1,975.00	23,700.00	21,725.00	8.33%
4111.130 Council benefits	151.09	151.09	151.09	1,813.00	1,661.91	8.33%
4141.110 Adm wages	2,512.50	1,950.00	1,950.00	28,600.00	26,650.00	6.82%
4141.130 Adm benefits	192.22	149.18	149.18	2,190.00	2,040.82	6.81%
4141.210 Adm books, subs, membershi	0.00	0.00	0.00	1,400.00	1,400.00	0.00%
4141.220 Adm public notices	0.00	0.00	0.00	970.00	970.00	0.00%
4141.240 Adm office supplies and posta	200.37	239.24	239.24	3,000.00	2,760.76	7.97%
4141.250 Adm bldg maintenance and m	72.17	325.63	325.63	9,700.00	9,374.37	3.36%
4141.270 Adm utilities	1,407.93	971.59	971.59	9,000.00	8,028.41	10.80%
4141.275 Adm fuel	247.24	0.00	0.00	1,500.00	1,500.00	0.00%
4141.310 Adm professional and technic	0.00	217.93	217.93	9,000.00	8,782.07	2.42%
4141.510 Adm insurance	0.00	0.00	0.00	11,800.00	11,800.00	0.00%
4141.610 Adm misc matls and services	0.00	0.00	0.00	500.00	500.00	0.00%
4170.480 Elections	0.00	0.00	0.00	200.00	200.00	0.00%
Total Administrative	6,758.52	5,979.66	5,979.66	103,373.00	97,393.34	5.78%
Total General government	6,758.52	5,979.66	5,979.66	103,373.00	97,393.34	5.78%
Highways and public improvements						
Highways						
4410.270 Street Lights	103.11	290.42	290.42	3,550.00	3,259.58	8.18%
4410.420 Street repair and maintenance	0.00	0.00	0.00	40,000.00	40,000.00	0.00%
Total Highways	103.11	290.42	290.42	43,550.00	43,259.58	0.67%
Sanitation						
4420.250 Sanitation - garbage collection	211.00	314.00	314.00	3,500.00	3,186.00	8.97%
Total Sanitation	211.00	314.00	314.00	3,500.00	3,186.00	8.97%
Total Highways and public improvemen	314.11	604.42	604.42	47,050.00	46,445.58	1.28%
Parks, recreation, and public property						
Parks						
4510.480 Parks maintenance and suppli	191.54	8.99	8.99	7,400.00	7,391.01	0.12%
4510.481 Arena maintenance and suppl	1,995.45	0.00	0.00	2,000.00	2,000.00	0.00%
4510.482 Riding club expenditures	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
Total Parks	2,186.99	8.99	8.99	10,400.00	10,391.01	0.09%

Wallsburg Town
Operational Budget Report
10 General - 07/01/2024 to 07/31/2024
8.33% of the fiscal year has expired

	Prior Year YTD	July Actual	Current Year YTD	Current Year Budget	Unearned/ Unused	% Earned/ Used
Recreation						
4561.250 Rec - genl materials and supp	0.00	0.00	0.00	500.00	500.00	0.00%
4561.480 Rec - July 24th Celebration	12,718.79	8,429.73	8,429.73	14,100.00	5,670.27	59.79%
4561.485 Rec - Events committee	78.02	(377.24)	(377.24)	5,000.00	5,377.24	-7.54%
Total Recreation	12,796.81	8,052.49	8,052.49	19,600.00	11,547.51	41.08%
Cemetery						
4590.480 G Cemetery maintenance and	0.00	47.17	47.17	11,400.00	11,352.83	0.41%
Total Cemetery	0.00	47.17	47.17	11,400.00	11,352.83	0.41%
Total Parks, recreation, and public prop	14,983.80	8,108.65	8,108.65	41,400.00	33,291.35	19.59%
Transfers						
4880 G Appropriated increase in fund bal	0.00	0.00	0.00	6,514.00	6,514.00	0.00%
Total Transfers	0.00	0.00	0.00	6,514.00	6,514.00	0.00%
Total Expenditures:	22,056.43	14,692.73	14,692.73	198,337.00	183,644.27	7.41%
Total Change In Net Position	19,634.00	20,575.86	20,575.86	0.00	(20,575.86)	0.00%

PROPOSED

Wallsburg Town
Operational Budget Report
41 Capital Projects - 07/01/2024 to 07/31/2024
8.33% of the fiscal year has expired

	Prior Year YTD	July Actual	Current Year YTD	Current Year Budget	Unearned/ Unused	% Earned/ Used
Change In Net Position						
Expenditures:						
General government						
Administrative						
4141.741 Building Capital Outlay	13,750.00	0.00	0.00	0.00	0.00	0.00%
Total Administrative	13,750.00	0.00	0.00	0.00	0.00	0.00%
Total General government	13,750.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures:	13,750.00	0.00	0.00	0.00	0.00	0.00%
Total Change In Net Position	(13,750.00)	0.00	0.00	0.00	0.00	0.00%

PROPOSED

Wallsburg Town
Operational Budget Report
51 Public Utility - 07/01/2024 to 07/31/2024
8.33% of the fiscal year has expired

	Prior Year YTD	July Actual	Current Year YTD	Current Year Budget	Unearned/ Unused	% Earned/ Used
Income or Expense						
Income From Operations:						
Operating income						
5111 Water sales revenue	12,381.50	14,578.11	14,578.11	0.00	(14,578.11)	0.00%
5112 Maintenance Fee	720.00	750.00	750.00	0.00	(750.00)	0.00%
5121 Late payment penalty	25.00	30.00	30.00	0.00	(30.00)	0.00%
5131 Connection fees	1,000.00	0.00	0.00	0.00	0.00	0.00%
5150 DWB grant	(206,635.00)	0.00	0.00	0.00	0.00	0.00%
Total Operating income	(192,508.50)	15,358.11	15,358.11	0.00	(15,358.11)	0.00%
Operating expense						
6110.6171 Adm labor	375.00	375.00	375.00	0.00	(375.00)	0.00%
6130.6171 Adm benefits	28.69	28.69	28.69	0.00	(28.69)	0.00%
6220.6171 Adm memberships & dues	350.00	361.00	361.00	0.00	(361.00)	0.00%
6421.6131 Opn water tests	0.00	30.00	30.00	0.00	(30.00)	0.00%
6430.6101 Opn utilities	65.03	77.97	77.97	0.00	(77.97)	0.00%
6450.6131 Opn maintenance and materia	0.00	145.31	145.31	0.00	(145.31)	0.00%
6710.6131 Depreciation expense	3,745.35	0.00	0.00	0.00	0.00	0.00%
Total Operating expense	4,564.07	1,017.97	1,017.97	0.00	(1,017.97)	0.00%
Total Income From Operations:	(197,072.57)	14,340.14	14,340.14	0.00	(14,340.14)	0.00%
Non-Operating Items:						
Non-operating income						
5160 Interest income	0.00	10,279.12	10,279.12	0.00	(10,279.12)	0.00%
Total Non-operating income	0.00	10,279.12	10,279.12	0.00	(10,279.12)	0.00%
Total Non-Operating Items:	0.00	10,279.12	10,279.12	0.00	(10,279.12)	0.00%
Total Income or Expense	(197,072.57)	24,619.26	24,619.26	0.00	(24,619.26)	0.00%

Wallsburg Town
Operational Budget Report
70 Cemetery - 07/01/2024 to 07/31/2024
8.33% of the fiscal year has expired

	Prior Year YTD	July Actual	Current Year YTD	Current Year Budget	Unearned/ Unused	% Earned/ Used
Change In Net Position						
Revenue:						
Interest						
3160 Cem Interest income	135.48	150.07	150.07	0.00	(150.07)	0.00%
Total Interest	135.48	150.07	150.07	0.00	(150.07)	0.00%
Total Revenue:	135.48	150.07	150.07	0.00	(150.07)	0.00%
Total Change In Net Position	135.48	150.07	150.07	0.00	(150.07)	0.00%

PROPOSED

**Wallsburg Town
Check Register
All Bank Accounts - 07/01/2024 to 08/07/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
AmazEvent	DC240724	240724-1	07/24/2024	07/24/2024	57.60	Bounc Houses	104561.480 - Rec - July 24th Celebrati	
AmazEvent	DC240724	240724-2	07/24/2024	07/24/2024	889.59	Bounce Houses	104561.480 - Rec - July 24th Celebrati	
					\$947.19			
Amazon.com	CC9200	240704	07/04/2024	07/04/2024	149.70	Microphones	104141.250 - Adm bldg maintenance a	
Amazon.com	DC240718	240718-1	07/18/2024	07/18/2024	41.27	Cotton Candy Bags	104561.480 - Rec - July 24th Celebrati	
Amazon.com	DC240718	240718-2	07/18/2024	07/18/2024	257.86	Pavilion Lights	104561.480 - Rec - July 24th Celebrati	
Amazon.com	DC240719	240719	07/19/2024	07/19/2024	226.31	Tablecloths, Snow Cone Cups, Raggle Bags, Snow	104561.480 - Rec - July 24th Celebrati	
					\$675.14			
B.D. Bush Excavation Inc.	11233	201139	06/26/2024	07/31/2024	-59,390.49	2023 Water Improvement Project - Retention	512233 - Construction retainage	
B.D. Bush Excavation Inc.	11233	201139	06/26/2024	07/31/2024	1,187,809.78	2023 Water Improvement Project	511601 - Work in process	
					\$1,128,419.29			
					\$1,128,419.29			
Blue Stakes of Utah	EFT	UT202401965	07/16/2024	07/16/2024	110.31	Blue Stakes of Utah Bill	516450.6131 - Opn maintenance and	
					\$110.31			
Celeni Richins	1186	XC07292024-510	07/29/2024	07/29/2024	159.50	Propane, Flag, Citizen Gift	104561.480 - Rec - July 24th Celebrati	
					\$159.50			
CNA Surety	11243	09162024	07/31/2024	08/06/2024	217.93	Clerk Treasurers Bond (Annual 9/2024-9/2025)	104141.310 - Adm professional and tec	
					\$217.93			
DJ Big Spred Unlimited	1182	XC07222024-175	07/22/2024	07/22/2024	500.00	Food for 4th of July	104561.480 - Rec - July 24th Celebrati	
					\$500.00			
Dollar Tree	CC9220	240719	07/19/2024	07/19/2024	14.48	Smoked Meater Competition Prizes	104561.480 - Rec - July 24th Celebrati	
Dollar Tree	CC9220	240721	07/21/2024	07/21/2024	17.17	Shed Storage Bins	104590.480 - G Cemetery maintenance	
					\$31.65			
Freeway Propane	CC9040	240719	07/19/2024	07/19/2024	287.31	Fuel - Town Hall	104141.270 - Adm utilities	
Freeway Propane	CC9040	240719-2	07/19/2024	07/19/2024	209.47	Fuel - Town Hall	104141.270 - Adm utilities	
					\$496.78			
Frika Thompson	1177	XC08072024-174	07/08/2024	07/08/2024	222.29	3 Handwashing Stations	104561.480 - Rec - July 24th Celebrati	
					\$222.29			
Frog Bottom Irrigation	11244	07252024	07/25/2024	08/06/2024	52.35	Town Hall Sprinkler Work	104141.250 - Adm bldg maintenance a	
					\$52.35			
Home Depot	CC9200	240715	07/15/2024	07/15/2024	74.61	Rug and Screwdrivers Set	104141.250 - Adm bldg maintenance a	
					\$74.61			
Innovative Custom Jewelry	DC240724	240724	07/24/2024	07/24/2024	77.25	Citizen of Year Plaques	104561.480 - Rec - July 24th Celebrati	
					\$77.25			
Internal Revenue Service	EFT	PR033124-220	04/01/2024	07/01/2024	133.33	Federal Income Tax	102221 - Payroll taxes payable	
Internal Revenue Service	EFT	PR033124-220	04/01/2024	07/01/2024	136.70	Medicare Tax	102221 - Payroll taxes payable	
Internal Revenue Service	EFT	PR033124-220	04/01/2024	07/01/2024	584.46	Social Security Tax	102221 - Payroll taxes payable	
					\$854.49			

**Wallsburg Town
Check Register
All Bank Accounts - 07/01/2024 to 08/07/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Internal Revenue Service	EFT	PR043024-220	05/02/2024	07/01/2024	133.33	Federal Income Tax	102221 - Payroll taxes payable	
Internal Revenue Service	EFT	PR043024-220	05/02/2024	07/01/2024	133.42	Medicare Tax	102221 - Payroll taxes payable	
Internal Revenue Service	EFT	PR043024-220	05/02/2024	07/01/2024	570.40	Social Security Tax	102221 - Payroll taxes payable	
					\$837.15			
Internal Revenue Service	EFT	PR053124-220	06/03/2024	07/01/2024	133.33	Federal Income Tax	102221 - Payroll taxes payable	
Internal Revenue Service	EFT	PR053124-220	06/03/2024	07/01/2024	135.46	Medicare Tax	102221 - Payroll taxes payable	
Internal Revenue Service	EFT	PR053124-220	06/03/2024	07/01/2024	579.08	Social Security Tax	102221 - Payroll taxes payable	
					\$847.87			
					\$2,539.51			
Lee's Marketplace	CC9220	240724	07/24/2024	07/24/2024	24.68	Movie Popcorn	104561.480 - Rec - July 24th Celebrati	
					\$24.68			
Marcia Patter	1178	XC07082024-175	07/08/2024	07/08/2024	227.00	Breakfast	104561.480 - Rec - July 24th Celebrati	
					\$227.00			
Merch Maker Labs	1179	XC07172024-175	07/17/2024	07/17/2024	4,721.23	Merch Order 2024	104561.480 - Rec - July 24th Celebrati	
					\$4,721.23			
One Stop Service Centers LLC	11224	06302024	06/30/2024	07/22/2024	161.45	Fuel	104141.275 - Adm fuel	
					\$161.45			
Papa Murphy's	CC9220	240731	07/31/2024	07/31/2024	25.74	Committee Pizza	104561.480 - Rec - July 24th Celebrati	
					\$25.74			
Rocky Mountain Power	11225	07222024	06/30/2024	07/22/2024	327.31	57238756-001 2 Park	104141.270 - Adm utilities	
Rocky Mountain Power	11226	07222024A	06/30/2024	07/22/2024	270.66	57243656-001 3 Street Lights	104410.270 - Street Lights	
Rocky Mountain Power	11227	07222024B	06/30/2024	07/22/2024	64.30	58340626-001 3 Water Pump	516430.6101 - Opn utilities	
Rocky Mountain Power	11228	07222024C	06/30/2024	07/22/2024	52.22	58169896-001 9 Fire Station	104141.270 - Adm utilities	
Rocky Mountain Power	11229	07222024D	06/30/2024	07/22/2024	52.08	33049429-001 9 Town Hall	104141.270 - Adm utilities	
Rocky Mountain Power	11245	07302024	07/30/2024	08/06/2024	368.29	57238756-001 2 Park	104141.270 - Adm utilities	
Rocky Mountain Power	11246	07302024A	07/30/2024	08/06/2024	290.42	57243656-001 3 Street Lights	104410.270 - Street Lights	
Rocky Mountain Power	11247	07302024B	07/30/2024	08/06/2024	77.97	58340626-001 3 Water Pump	516430.6101 - Opn utilities	
Rocky Mountain Power	11248	07302024C	07/30/2024	08/06/2024	62.73	33049429-001 9 Town Hall	104141.270 - Adm utilities	
Rocky Mountain Power	11249	07302024D	07/30/2024	08/06/2024	43.79	58169896-001 9 Fire Station	104141.270 - Adm utilities	
					\$1,609.77			
Rural Water Assoc. of Utah	11230	21335	07/02/2024	07/22/2024	361.00	Membership Dues	516220.6171 - Adm memberships & d	
					\$361.00			
Scada Cloud Solutions LLC	11250	00868	08/01/2024	08/06/2024	35.00	Monthly SCADA Hosting Fee	516450.6131 - Opn maintenance and	
Scada Cloud Solutions LLC	11231	07012024	07/01/2024	07/22/2024	35.00	Monthly SCADA Hosting Fee	516450.6131 - Opn maintenance and	
					\$70.00			
Smiths	CC9220	240706	07/06/2024	07/06/2024	7.71	Tootsie Pops	104561.480 - Rec - July 24th Celebrati	
Smiths	CC9220	240714	07/14/2024	07/14/2024	18.51	Otter Pops	104561.480 - Rec - July 24th Celebrati	
Smiths	CC9220	240717	07/17/2024	07/17/2024	4.64	Otter Pops	104561.480 - Rec - July 24th Celebrati	

**Wallsburg Town
Check Register
All Bank Accounts - 07/01/2024 to 08/07/2024**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Smiths	CC9220	240723	07/23/2024	07/23/2024	61.74	Food Order 3/3	104561.480 - Rec - July 24th Celebrati	
					\$92.60			
Sunrise Engineering Inc	11234	143794	06/12/2024	07/31/2024	42,813.35	2023 Water Improvements Project	511601 - Work in process	
Sunrise Engineering Inc	11235	144881	07/15/2024	07/31/2024	41,651.70	2023 Water Improvements Project	511601 - Work in process	
					\$84,465.05			
Supreme Ice	1181	XC07182024-175	07/18/2024	07/18/2024	178.74	90 Bags Ice	104561.480 - Rec - July 24th Celebrati	
					\$178.74			
Timberline Ace Hardware	11232	175494	06/30/2024	07/22/2024	18.98	Park Bathroom Repairs	104510.480 - Parks maintenance and s	
Timberline Ace Hardware	11232	175814	06/30/2024	07/22/2024	17.76	Town Hall Sprinkler Parts	104141.250 - Adm bldg maintenance a	
Timberline Ace Hardware	11232	175871	06/30/2024	07/22/2024	26.20	Town Hall Sprinkler Parts	104141.250 - Adm bldg maintenance a	
Timberline Ace Hardware	11251	176677	07/17/2024	08/06/2024	48.97	Town Hall Sprinkler Parts	104141.250 - Adm bldg maintenance a	
Timberline Ace Hardware	11251	176925	07/26/2024	08/06/2024	68.95	Park Sprinkler Parts	104510.480 - Parks maintenance and s	
Timberline Ace Hardware	11251	176947	07/26/2024	08/06/2024	-59.96	Park Sprinkler Parts Return	104510.480 - Parks maintenance and s	
					\$120.90			
U.S Postal Service	DC240712	240712	07/12/2024	07/12/2024	65.16	Info Flyer Mailing	104561.480 - Rec - July 24th Celebrati	
					\$65.16			
UPS Store	CC9040	240701	07/01/2024	07/01/2024	5.36	4th of July Breakfast Posters	104561.485 - Rec - Events committee	
UPS Store	DC240711	240711	07/11/2024	07/11/2024	21.48	Posters	104561.480 - Rec - July 24th Celebrati	
					\$26.84			
Utah State Tax Commission	EFT	PR033124-224	04/01/2024	07/01/2024	58.84	State Income Tax	102221 - Payroll taxes payable	
Utah State Tax Commission	EFT	PR043024-224	05/02/2024	07/01/2024	58.84	State Income Tax	102221 - Payroll taxes payable	
Utah State Tax Commission	EFT	PR053124-224	06/03/2024	07/01/2024	58.84	State Income Tax	102221 - Payroll taxes payable	
					\$176.52			
Wallsburg Town	CASH	240723	07/23/2024	07/23/2024	17.00	Cash	104561.480 - Rec - July 24th Celebrati	
					\$17.00			
Walmart	CC9220	240719	07/19/2024	07/19/2024	35.71	Parade Prizes, Citizen of the Year Candy	104561.480 - Rec - July 24th Celebrati	
Walmart	CC9220	240720	07/20/2024	07/20/2024	30.00	Printer Ink	104590.480 - G Cemetery maintenance	
Walmart	CC9220	240721	07/21/2024	07/21/2024	39.97	Grill tools and tablecloths	104561.480 - Rec - July 24th Celebrati	
Walmart	CC9220	240724-1	07/24/2024	07/24/2024	16.82	Gas for Generators	104561.480 - Rec - July 24th Celebrati	
Walmart	CC9220	240724-2	07/24/2024	07/24/2024	37.49	Bottled Water for Auction	104561.480 - Rec - July 24th Celebrati	
Walmart	CC9220	240724-3	07/24/2024	07/24/2024	12.01	Cupcake Liners for Auction	104561.480 - Rec - July 24th Celebrati	
Walmart	CC9220	240725	07/25/2024	07/25/2024	-23.81	Tablecloth Return	104561.480 - Rec - July 24th Celebrati	
					\$148.19			
Wasatch County Health Department	CC9040	189833	05/31/2024	07/02/2024	100.00	Lab Fee - Drinking Water	516421.6131 - Opn water tests	
Wasatch County Health Department	CC9040	240703	07/03/2024	07/03/2024	30.00	Lab Fee - Drinking Water	516421.6131 - Opn water tests	
Wasatch County Health Department	DC240705	240705	07/05/2024	07/05/2024	30.00	Event Permit	104561.480 - Rec - July 24th Celebrati	
					\$160.00			

**Wallsburg Town
Check Register
All Bank Accounts - 07/01/2024 to 08/07/2024**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Wasatch County Park and Recreatio	1180	XC04182024-167	07/18/2024	07/18/2024	461.76	Pulled Pork	104561.480 - Rec - July 24th Celebrati	
					\$461.76			
Wasatch County Solid Waste District	EFT	240723	07/23/2024	07/23/2024	314.00	Monthly Solid Waste	104420.250 - Sanitation - garbage colle	
					\$314.00			
					\$1,227,951.43			

PROPOSED



Alisha O'Driscoll <wallsburgtownclerk@gmail.com>

Project Update for Town Council Meeting

1 message

Troy Ostler <troyostler@civcoengineering.com>

Thu, Aug 1, 2024 at 10:38 AM

To: "mamatzmail@gmail.com" <mamatzmail@gmail.com>, "celenirichins@gmail.com" <celenirichins@gmail.com>, Alisha O'Driscoll <wallsburgtownclerk@gmail.com>, Scott Larsen <scott.wallsburg.town@gmail.com>

Folks,

I am unable to attend Town Council meeting tonight, but I wanted to give you an update on the status of the projects.

City Park Trail – This project will advertise through the UDOT bid system this weekend (Saturday), I am expecting the bid opening to be around August 22 – 29. As I get additional information, I will keep you posted.

Main Canyon Road – We are in the middle of the environmental clearance process; I am scheduling an archeologist to review the site in the next week or so. I do not anticipate any issues but just another step in the Federal process. We will be scheduling the Plan in hand review for the project toward the end of August. This project is on schedule for an advertisement of the project in December. This will allow for construction next spring.

If you have any questions or need additional information, please feel free to call me at any time.

Troy D. Ostler, PE

CIVCO Engineering, Inc.

435-789-5448 (Office)

435-790-5448 (Cell)

Wallsburg Town

Mayor: Celeni Richins Council: Scott Larsen Terri Eisel Mary Piscitelli Troy Thompson

Wallsburg Town Hall Rental Agreement with Homeschool Co-Op Group

The Homeschool Co-Op Group (Renters) agree to the price of \$_____ per day for the use of the Wallsburg Town Hall between the hours of _____ and _____. The rental price includes assigned closets, 1 entry key, 2 classroom/closet keys, use of the multi-purpose room, 3 classrooms, kitchen, and gym area. Payment is due quarterly, on the 1st of the month (September, December, March) payable to Wallsburg Town.

The Homeschool Co-Op Group (Renters) is recognized as one group and is comprised of ___ children from ___ families. The Homeschool Co-Op Group (Renters) will attend on ___ days of the 2024-2025 school year, _____ – _____, during the hours of _____ and _____.

The Renters will be responsible for any and all damages to the building and grounds during their rental use, including but not limited to: door frames, walls, windows, carpets, furnishings, trim, moldings, etc. A walk-through before school starts will be scheduled.

The Renters agree to perform 2 service projects (Spring/Fall) with Town approval and under Town supervision.

The Renters agree to have the building clean (garbage removed, bathrooms clean, etc.), leaving the building and grounds ready for the next renter, and locking all exterior doors.

The Renters understand that **reasonable effort must be made to ensure that adults (age 21 or older) are on the premises at all time and that children are not left unattended at any time.**

The Renters understand that Wallsburg Town carries minimal liability insurance and Wallsburg Town will not be liable for any injury or damage that may be sustained while the Renters occupy the space.

Wallsburg Town does not accept liability for any personal items, devices, or supplies left in the building, whether locked in the closet or not. Any and all items locked in the closets are the responsibility of the Homeschool Co-Op Group (Renters). Renters agree to leave the classrooms free of personal items daily.

Should any issue arise for either the Renters or the Town, reasonable effort will be made to communicate the issue and reach a timely resolution.

We, the undersigned, agree in good faith to the items outlined above.

Celeni Richins
Mayor, Wallsburg Town
Date: _____

Homeschool Co-Op Group Representative
Date: _____