



NOTICE OF PUBLIC MEETING
Dutch John Conference Hall
Town Council Work/Regular Meeting
Dutch John Conference Hall
August 28, 2024 6:00 p.m.

MINUTES FOR
NOTICE OF PUBLIC MEETING AND AGENDA

WORK MEETING ITEMS, 6:00 PM

1. Property Taxes - Nate Zilles

Nate provided Council with a handout which explains two processes – one for deciding if we want to initiate a local property tax and/or take on services provided by the County and receive this tax money from them and the second is the necessary procedures to initiate our own property tax. We have until January 1, to ask questions, gain information and make this decision.

2. Financial Policy and Procedures -

The Council read/reviewed the entire document, making a few changes.

3. Noise Ordinance –

Nate said he talked to UDOT and it is possible to get a grant to do this. You have to show that you have the ability to enforce this issue. This will be done by having an Ordinance and show that you are enforcing it. UDOT will do a study of the area. If everything meets the criteria they will put up signs, which will need to be paid for by the Town.

The closest we have to an ordinance involves noise from 11 p.m. to 7am.

The question of noise and how it will involve when the airport is developed.

4. Excavation Ordinance – This was tabled.

BUSINESS MEETING, 8:40 p.m.

CALL TO ORDER / PLDE OF ALLEGIANCE

ROLL CALL : August 28, 2024

Mayor: Butch Johns

Council members: Sandy Kunkel

Al Pulham

Amy McDonald

Harriet Dickerson

Present Absent Excused

 x

 x

 x

 x

 x

1. CONSENT AGENDA

1.1 Minutes of meeting: August 14, 2024 - Corrections submitted.

1.2 Business Licenses: Brian Westover, Collin Carlson, Brandon Bertagnole, Brock Henderson, Old Moe Guide Service, Rusk House

1.3 Expenditures: \$5,195.54, ULGT (auto and liability), Vortex Productions \$18,000. Ms. Dickerson asked if we need to update our liability list. We will pursue this. Ms. Kunkel asked about payment for sanitation facilities for fireworks. Mayor Johns explains this was late because we canceled our last meeting but has been paid.

1.4 Correspondence: None

1.5 Financial Report – Freedom Fest - Ms. McDonald emailed this to Council. Mayor Johns said when Financial Policies and Procedures in place all expenditures will be reviewed before paid. It was decided that these didn't need to be listed on agenda individually but just a list provided in reports is sufficient. Ms. McDonald move to accept the Consent Agenda with the noted corrections to the Minutes. Mr. Pulham seconded. Motion passed unanimously.

2. COMMITTEE/STAFF REPORTS –

Mayor Johns reviewed with Civco the application for the CIB grant. He also reviewed tax information with our attorney. These are ongoing discussions.

Mayor Johns had a discussion with Christian Colovich about their proposal and the updating it needs before being brought before the Council.

Don Larson with Longhorn Construction came down and they reviewed the situation and repairs needed. Mayor Johns gave Mr. Larsen a draft copy of a plan for correction and asked him to provide us with a bid for completion. He received an email today saying they are not interested in this project. So we are going to have to do it ourselves. His work was approved by Town Council and he followed the instructions he was given.

The hole in the road is the responsibility of the gas company not the Town.

Amy McDonald reported for PnZ that there is a work meeting on the 31st to go through the Subdivision Ordinance. Mayor Johns also reported that PnZ would like to initiate a moratorium on building permits for a month.

Ms. Kunkel reviewed donations for the Freedom Fest mentioned money raised by the breakfast and large donations from others. She believes we should create a list and send formal thank you letters to them. A significant amount was from whoever donated the food or the proceeds would have been half. Mayor Johns concluded it was a good event and we had great support.

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3. PUBLIC COMMENT

Ms. McDonald reported the school is implementing a new reading program where the students can earn badges and other things for reading. She thinks it would be fun to have some sort of prize from the Town Council, i.e. for reading 1,000 minutes a student could walk over to the Conference Hall and get an ice cream cone is just an example.

Mayor Johns comments on the airport development project for the Colovich's. He visited with them and told them there were things that the Town would probably not want, but he told them that they needed to expand their plans so that they can explain to everyone and show people what they are thinking. They have their dreams but say they want to be a part of us. They need to be a part of us, who we are, not asking us to change to meet their dreams. h. Kunkel asked if is requesting a site plan, but Mayor

Johns said he told them since they were hoping to divide land into two acre parcels, maybe bring a drawing that showed a completed two acre parcel with everything included. He also told them to remember when they start the process formally it will go to PnZ.

4. OLD BUSINESS

4.1 Young at Heart MOU. Discussion and possible action.

Mayor Johns has read the document and doesn't believe there are any objections to signing. It will be signed by Ms. Kunkel and then we can send to our attorney for review and signature and they could mail it forward.

Ms. McDonald moved that we approve the Young at Heart MOU, with approval of our attorney. Ms. Kunkel seconded. Motion passed unanimously.

4.2 Dutch John Sign Design – Discussion and Possible Action. Ms. McDonald has prepared examples of possibilities for review by Council, all of which were great. Council reviewed and discussed and offered suggestions for modifications. It will be added to next agenda.

NEW BUSINESS

5.1 Andrew Morse, Conditional Use Permit for Short-Term Overnight Rental – Discussion and Possible Action.

Ms. McDonald said there is a recommendation from PnZ to approve the Conditional Use Permit submitted by Andrew Morse. Mayor Johns discussed in the past the issuance of a conditional use permit which changes the general use of the property has required a condition being made for having curb/gutter/sidewalk/and paved driveway for parking. Mr. Morse's property has all but the paved driveway and this should be a condition for approval of the permit. Mr. Morse asked the timeframe for completion and was informed that it is year. Ms. Kunkel asked about the parking restrictions. Because this lot is a corner lot, there are two extra parking spaces – South Blvd. and 2nd Ave. After further discussion Mr. Morse agreed to the Condition. He also added that they were considering a garage. Ms. McDonald said Hodges were also considering that and it is probably possible if it is attached. However, since Mr. Morse has it surveyed, the setbacks could be reviewed again. Parking restrictions were also reviewed.

Ms. McDonald moved that we approve Andrew Morse for a Short-term Rental Conditional Use Permit with the condition that September 1, 2025 he has the driveway paved. Mr. Pulham seconded. Motion passed unanimously.

General discussion followed about number of short term rentals permits that exist and can be issued. This will be further reviewed.

5.2 The Town of Dutch John Financial Policies and Procedures. Discussion and Possible Action

This matter was presented and discussed in the work meeting preceding this regular meeting. Mayor Johns said he would accept a motion to approve this policy. Ms. McDonald read the Resolution 2024-05. Ms. McDonald moved that we adopt and approve the Town of Dutch John Financial Policies and Procedures document, making it effective by approving and signing Resolution 2024-05. Ms. Kunkel seconded.

Discussion followed and Mr. Pulham moved to amend the motion as follows:

Since all procedures to the Town of Dutch John Financial Policies and Procedures have been corrected during our pre-work meeting, it is now a solid document. Therefore, it is moved that we adopt and

approve the Town of Dutch John Financial Policies and Procedures document making it effective by approving and signing Resolution 2024-05. Ms. Kunkel seconded. Mayor Johns called for a roll call vote: Mayor Lester V. Johns – Yes

Council Members: Harriet Dickerson, yes

Sandy Kunkel, yes

Amy McDonald, yes

Al Pulham, yes.

Motion passed unanimously.

5.3 Moving money to PTIF fund. Discussion and possible action.

Mayor Johns said we discussed this last month and now that we have procedures in place, we can decide how much money we would like to transfer to this account. Ms. McDonald reviewed our funds. Mayor Johns reviewed the current fund and did an approximation of how much money we could have at the end of our fiscal year. She explained how she kept track of the budget monthly and each separate fund. Mr. Pulham asked about the increase funds in the cemetery budget, and it came from donations for purchase of benches.

Mayor Johns said the Council needs to decide how far down we want to draw our checking account, leaving money to pay our bills, et., but realizing we get good interest on the money we put in the PTIF fund so we want to maximize our investment. Our best option seems to be to decide on an amount and then take half from the General Fund and half from the Road Fund Reserve. Ms. Kunkel asked if there was a match for the grant funding we have applied for. Mayor Johns said yes, if we get the grant the match will be \$68,000. Ms. McDonald recommended we could take \$176,000 and invest it and still be financially good. Mr. Pulham discussed interest points and its relationship to the interest and this makes the PTIF fund interest even more desirable. We are not making any interest.

Mr. Pulham moved that we transfer \$75,000 out of the General Fund and \$75,000 out of the Roads Reserve Funds to the PTIF savings investment account and take advantage of the current interest rate. Ms. Kunkel seconded. Motion passed unanimously. We need to review this every quarter.

5.4 Zions Bank Check Scanner Purchase/Contract – Discussion and Possible Action.

Ms. McDonald said she and Butch talked with Zions bank about purchasing a check deposit scanner. If we enter into a three year contract, they will give us the scanner. We will pay an activation fee. It is simple to use. The monthly cost will probably be \$40.00 - \$35.00 fee plus \$.16 per check. We will have it installed at the Conference Hall and can be easily accessed. Mayor Johns said this will insure timely deposits of checks. Mr. Pulham asked how we will deal with people presenting a debit or credit card. Ms. McDonald said she has administrative rights to Instant Payments and she can get in and let them do it through that service. Mr. Pulham feels that is very beneficial and should be sustained.

Ms. McDonald moved we enter into a three year contract with Zions Bank Check Services. Mr. Pulham seconded. Motion passed unanimously.

Ms. McDonald moved to adjourn. Everyone seconded. Meeting adjourned at 10:00 p.m.



Harriet Dickerson, Clerk