



Town of Mantua Council
Meeting Minutes
Held on June 20, 2024
6:30 at Town Hall 409 North Main Mantua, Utah

Fiscal Year 2024 - 2025 Proposed Budget Meeting 5:30 PM

Council Members present:

Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

Sherita Schaefer – Recorder

Council Members absent:

Matt Jeppsen

Audience present:

Ronald Wallace, Pam Eaves, Marcus Abel, Tera Frauk, Sandra Nelson, Kevin Nelson, Don Wallentine, Chuck Vesco, Charlotte Billings, Donald Ruhl, Josh Terry, Will Hodgins, Don R, Mike Barnett, Harrison Cole, Clark Whitworth, Jeff Snell, Katie Flinders, Eric Ellis

Meeting opened by **Mayor Nelson** and the invocation offered by **Jared Jeppsen**.

Pledge of allegiance – led by **Mayor Nelson** followed by all in attendance.

Meeting held on May 16, 2024 (Approved, vote: 5-0)

Consideration to pay the bills:

Matt Jeppsen made a motion to approve the bills, **Karen Nelson** seconded.

Yes votes: Mayor Terry Nelson, Jared Jeppsen, Ken Jones, Karen Nelson

No votes: None

Abstained: None

MOTION PASSED

Fiscal Year 2024 - 2025 Proposed Budget Meeting:

The garbage fund will increase slightly. Council member **Karen Nelson** questioned if the funds for garbage collection during *Little Valley Days* would come from the garbage fund or *Econo Waste*.

Regarding the sewer fund, in the last meeting, there was a carry forward and no income was recognized. Impact fees collected are typically spent, but for the sewer, there are no plans for the impact fees at this time. Council member **Jared Jeppsen** questioned if the town sets aside funding for cleaning the sewer every four years. The finance clerk, **Ronald Wallace**, stated that the funds are restored by the building if interest fees; however, Brigham City continues to raise interest rates, which doesn't allow for an approximate amount to be saved on a yearly basis.

For the water funds, the town will receive impact fee collections. **Wallace** questioned how the funds would go towards the water tank next year, so he projected \$400,000.00, although no bids have been done on the water tank as of yet. According to council member **Chris White**, the town's engineer states that the water tank could cost \$530,000. In the general fund, licenses and permits, which were over \$3,000.00 the year prior, were lower. B and C roads will have a grant; however, **Wallace** is worried about some of the offset expenditures that will be attributed to the town, which impact fees could be used for. He would have to carry forward the data. Road vehicle maintenance, road and capital improvements can utilize impact fees.

Public Comment:

No public comment.

Presentation:

Supervisory Control and Data Acquisition (SCADA) Communication:

SCADA systems can help system operators manage their systems more closely and prevent regulatory violations and public health issues. *SCADA* can regulate water flow in industrial settings, allowing operators to change the set flow point and conditions for alarms to be triggered. It can also help even out reservoir releases and canal diversions. The town is discussing the current system with *SCADA*, which has been running for about 25 years. The representative predicts that the town could possibly reuse some of the parts that are currently in operation. The quote presented is regarding radio technology to ensure reliability, of which the town currently has four radios. **Marcus Abel** states that upgrading the system will be more beneficial than fixing old and costly parts. The estimated amount to install the system is \$37,000.00.

Discussion and Action Items:

Vote to accept Fiscal Year 2024 Amended Budget and Fiscal Year 2025 Adopted Budget

Council members decided as a collective to vote to accept the fiscal year 2024 amended budget.

Karen Nelson made a motion that we accept the fiscal year 2024 amended budget in the budget meeting preceding the public meeting. **Jared Jeppsen** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION PASSES

Vote to accept Fiscal Year 2025 Adopted Budget

Council members decided as a collective to vote to accept the fiscal year 2025 adopted budget.

Karen Nelson made a motion that we accept the fiscal year 2025 adopted budget that was previously discussed in the budget meeting preceding this town council meeting. **Ken Jones** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION PASSES

Certified Tax Rate Acceptance

Box Elder County determines the tax rate, which has increased this year compared to last year. However, the assessed values of homes have been adjusted to reflect changes in the market, prompting the county to raise the tax rate in order to maintain a relatively stable income. Over the entire municipality there is a \$15,000.00 difference Mantua has not made a rate change since 2019.

Karen Nelson made a motion that we accept the fiscal year 2025 adopted budget that was previously discussed in the budget meeting preceding this town council meeting. **Ken Jones** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION PASSES

Outside water restrictions

It has been suggested that we go back to outside restricts on culinary water according the **Marcus Abel**, public works director for Mantua the water usage was increased significantly due to the warmer weather and the water pump is running as a consistence pace. It has as also suggested that if residents' water their lawns at night, it would require less water compared to watering during the day, as evaporation rates are lower at night.

Employee COLA Raise

The council members are proposing a 4% COLA raise for the town employees with the exception of three employees. To which will only be applicable for any employee over 6 months. Which will take effect in July 1st 2024.

Karen Nelson made a motion that we offer a 4% COLA to employees of Mantua who have been employed for at least 6 months, which will take effect on July 1st, 2024. **Ken Jones** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Ken Jones

No votes: None

Abstained: Jared Jeppsen

Raises for three employees:

The council member is proposing that for three employees the town public work director, justice court judge, and police chief receive an additional 3% raise in conjunction with the COLA raise.

Jared Jeppsen questions the percentage on the dollar and if the employees are okay with the pay increase, they've received. **Judge Kevin Nelson** decided to opt out of receiving the 3% raise at this time.

Karen Nelson made a motion that we provide a 3% raise in addition to the COLA for **Dakota Midkiff**, the police chief, and **Marcus Abel**, the public works director, to begin on July 1st. **Ken Jones** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Ken Jones

No votes: None

Abstained: Jared Jeppsen

Fire Chief Will Hodgins - Pay increase for night call outs

Currently the volunteer firefighters have a standard of a minimum 1 hour call out, Fire chief **Will Hodgins** would like to amend the minimum 1 hour call out between the hours 9pm to 8am to a minimum of a two hour call out. Fire chief **Will Hodgins** states that the purpose of change is to incentivize the individuals who get called out between the hours of 9pm to 8am for an emergency call.

Jared Jeppsen made a motion that we increase the minimum number of hours paid to the volunteer fire department on calls between 8pm and 8am to a minimum of two hours. **Karen Nelson** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

New Employee Recognition

Kelcie LeBlanc (Police Department Clerk)

Will Ross (Public Works)

Little Valley Day Vendor Mantua Temporary Business License Special Event Vendor Permit

Food Trucks

- *Mac Attack*
- *Soda Cheesy*
- *The Corndog Company*
- *Ty's Chicken*
- *Miranda's Empanadas*
- *La Cabana de Leon*
- *Burger Shack*
- *The Snow Spot*
- *Good & Happy*
- *Brain freeze Snowie*
- *JuBe LLC*
- *Yoders Donuts*
- *Carnivores BBQ Co.*
- *Papa Murphy's*
- *Original Toasted Cheeser*
- *Rocky Mtn Burger Bus*
- *Munchy Gourmet Hotdogs*

Arts & Crafts Vendors

- *All Things Kids*
- *Clay Made Co*
- *Sew Peachy*
- *TL Pottery*
- *Hair Therapee*
- *Office of Congressman Blake Moore*
- *Stitched by Briley*
- *Spray Works*
- *Kendyl Robinson*
- *Corinne Keller*
- *Snacks*
- *Utah Army National Guard*
- *Clearfield Job Corps*
- *MojiMom*
- *Tamara Larkin*
- *Patti Seffker*
- *Kristi Loertscher*

The Town Council members decided to move forward with approving the vendors for *Little Valley Days*, depending on the vendors paying their fees before they are able to set up their booths. Council member **Karen Nelson** mentioned that if a vendor is 18 years or younger, their vendor fee is free due to tax regulations, and we have not received any vendors this year under the age of 18. According to the list received by the vendor coordinator, some vendors have decided not to provide their services for *Little Valley Days*, and some vendors have not submitted all their documentation, such as insurance, vendor applications, or payments.

Karen Nelson made a motion that we approve vendors for food and food trucks listed by **Brooke Loyd**, contingent upon them submitting an application, paying their fees, and for those required to provide the town with a certificate of insurance that also insures Mantua for that day. **Jared Jeppsen** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION PASSES

Chuck Vesco – Building:

Chuck Vesco would like to pitch his roof to accommodate his need to remove snow more efficiently. Vesco states that other residents in the town have roofs higher than 30 feet, which is why he is requesting a variance. **Mayor Terry Nelson** stated that there is an appeal process for a variance, which includes the following steps:

- Complete an application to apply for a variance.
- Submit the application to the town clerk.
- The town council will form an appeal authority board. The appeal authority board will not include anyone on the town council or the planning and zoning council, but rather residents of the town chosen by the mayor of Mantua.
- Once the appeal authority board is chosen, they will coordinate together to make decisions regarding applications submitted to them.

Vesco states that he would like to raise his roof to 33 or 35 feet. He then stated that he's not interested in the appeal process due to time restrictions.

Jeff Snell - FREE Concert at Maple Springs Park

Jeff Snell is organizing a block party with a classic rock concert for the residents of Mantua or those who wish to participate. The event will take place at *Maple Springs Park* on Saturday, July 20th, 2024. Individuals will be able to park in the parking lot of *The Church of Jesus Christ of Latter-day Saints* with church permission. The concert will end at 9 pm, and noise levels will be kept at an appropriate frequency.

Karen Nelson made a motion that we approve the concert at Maple Springs Park for the 20th of July with live music between 7 pm and 9 pm. **Ken Jones** seconded.

Yes votes: Mayor Terry Nelson, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION PASSES

Don Wallentine - Park update/purchase items

Don Wallentine discussed the development of three pickleball courts and tennis courts at *Maple Springs Park*. He explained the *Land and Water Conservation Fund Act (LWCF)*, a 50-50 matching reimbursement program where the grant recipient funds 100% of the project and seeks periodic

reimbursements for eligible expenses. Projects funded by *LWCF* must be permanently dedicated for public outdoor recreation use.

Wallentine mentioned that the *LWCF* allocated \$200,00.00, requiring the town to match another \$200,000.00 which can be non-monetary contributions. The plan is to allocate \$270,000 for pickleball and tennis courts, \$200,000.00 for the pavilion, and \$100,000.00 for the playground. The vendor constructing the courts will contribute an additional \$20,000.00. Funding sources include the *LWCF grant*, funds from a tourism grant from *Box Elder County*, town impact fees, volunteer hours, and donations from individuals. Donors will receive plaques in their honor for their contribution.

It was also mentioned that the tennis court can be configured as four pickleball courts, resulting in a total of seven pickleball courts.

No motions or votes were made during the discussion.

Eric Ellis

Bowery at Danes Park

Eric Ellis is proposing funding for a pavilion. **Ellis** states that multiple bids were obtained for *Danes Park* pavilion, and the most cost-effective bid came from a company called *Western Timber Frame* for \$55,122.00. The company is offering a discount of \$13,780.50, reducing the total cost to \$41,341.50. **Ellis** mentions that the funds for the park come from volunteers and impact fees. He expresses uncertainty about his budget and notes discrepancies between his records and the town's financial clerk's budget for *Danes Park*, which he believes should be \$23,000, but the clerk indicates variations.

Ellis mentions that he is close to completing *Danes Park* and requests approval to secure funds for the pavilion. Council member **Karen Nelson** states that other park donations, specifically \$12,500.00 intended for *Main St.* in 2024, will be allocated to *Danes Park*. She also mentions contributions, transfers, and donations totaling \$2,140.00, and suggests that part of the impact fees could be used for *Danes Park*, with the condition of postponing the playground for *Maple Springs* for \$100,000.00. Additionally, she notes an unallocated grant of \$15,000.00 that should be directed toward the pavilion at *Danes Park*.

Karen Nelson made a motion that we fund *Danes Park* Pavilion from *Western Timber Frame* for the amount of \$41,341.50. Jared Jeppsen seconded.

Backflow

Eric Ellis raised concerns about the communication and clarity regarding the requirement for backflow testing as outlined in the newsletter. **Ellis** understood that the document stated individuals needed an inspection when building their homes initially and subsequent annual inspections were necessary. He pointed out that the fees and penalties associated with backflow testing were unclear to residents. **Ellis** suggested that the town consider contracting with a plumber to conduct backflow testing collectively, rather than residents having to individually find a plumber.

The Public Works Director, **Marcus Abel**, mentioned that he had conducted several presentations on backflow, shared information on the town's website, provided his contact number for residents to inquire, and included details in every newsletter over the past six months. **Abel** noted that 81 residents had completed the testing so far, exceeding his expectations. He discussed the penalties in other cities but emphasized that Mantua was being lenient this year to allow residents time to adjust to the idea of yearly backflow testing and understand its importance.

When **Ellis** inquired about the timeframe for testing between March and June, Council member **Karen Nelson** speculated that the choice of these months was to address any system issues promptly before they could potentially impact the water system.

Mark Whitworth- Asphalt Pavement Plans for Whitworth 4-lot Development

Mark Whitworth is willing to independently pave a portion of 300 East, which will then be dedicated to the town of Mantua. Whitworth mentions that he chose to develop the land to enhance the area and make it more user-friendly. **Pam Eaves**, the Chairperson for Planning and Zoning, states that the development will be dedicated once it is completed.

Jared Jeppsen made a motion that we approve the paving of 300 East as per the design by the *Whitworth Ventures company*. **Karen Nelson** seconded.

Yes votes: Mayor Terry Nelson, Matt Jeppsen, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION PASSES

Planning and Zoning: Pam Eaves or Representative:

Pam Eaves stated that they are close to resolving everything for the planning and zoning codebook. She also mentioned that Mantua is working with two subdivisions, namely **Bill Jeppsen** and **Ryan Fromm**, to complete the process. A public hearing for the Rural Community Meeting will take place.

Fire Department: Chief Derricott/ William Hodgins or Representative:

Fire Chief **Will Hodgins** reports that five new members of the volunteer fire department received helicopter training coordinated by the Mantua Police Chief **Dakota Midkiff**. **Hodgins** will continue to coordinate with **Midkiff** to facilitate permanent helicopter landing zones. He continued by stating that the fire department has changed their training days from the 1st and 3rd of every month to the 2nd and 4th Thursday of every month to coordinate with everyone's schedule. He also expressed that there was some interest in setting up an EMT class, which would be in person at Mantua; he is currently looking to set up the classes. **Hodgins** continued, stating that soon there will be *Little Valley Days*, and in September there will be high school mountain bike races, and some of his staff have agreed to volunteer for medical first aid for both events. He has set up a slip and slide and fireworks to ensure safety.

Council member **Ken Jones** questioned the roofing heights and why the height is restricted to 30 feet. Hodgins explained that any roof that firefighters cannot reach first to extinguish the fire safely could cause the structure to be a total loss.

Public Works: Marcus Abel:

Marcus Abel states that the cemetery expansion is progressing well. The new public works employees are exceptional and are progressing enough to begin working on potential projects for the town.

Grants: Karen Nelson:

Karen Nelson states that the *Meadow Fish Hatchery Road Hockey Dug Way* is progressing well and should be ready for bidding to execute in fall 2024. The Main Street construction will be postponed until next year, with the specific timing yet to be determined

Council and Mayor Comments:

Mayor Nelson: He wishes everyone a great time at *Little Valley Days* and hopes for a successful event this year.

Ken Jones: Inquired about the type of lighting for the streetlights. **Marcus Abel** explained that the streetlights are adjustable and have remote controls to help position the lights correctly. There will be a total of about 37 lights near the intersection. Kevin Parkinson is collaborating with his contractor to attach a clamp to the lights to facilitate adjustable movement.

Karen Nelson: Announced that donations are being accepted from individuals who would like to have framed photos of the old post office, the schoolhouse, classes from the schoolhouse, and the store displayed in the town hall.

Jared Jeppsen: No comment.

Jared Jeppsen made a motion to adjourn, **Karen Nelson** seconded.

Yes votes: Mayor Terry Nelson, Matt Jeppsen, Karen Nelson, Jared Jeppsen, Ken Jones

No votes: None

Abstained: None

MOTION

PASSES

Time:

9:16 PM