



NOTICE OF PUBLIC MEETING
Dutch John Conference Hall
Town Council Work & Business Meeting
October 23, 2024 6:00 PM

MINUTES FOR PUBLIC MEETING AND AGENDA

WORK MEETING ITEMS, 6:00 p.m.

1. Excavation Ordinance

Council continued editing draft Excavation Ordinance form. We expect first draft to be ready at the end of the next work meeting.

2. Maintenance Worker Job Description Update.

Council reviewed and updated previous maintenance worker job description. It is now ready for posting.

BUSINESS MEETING, 7:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

ROLL CALL : October 23, 2024

Mayor: Butch Johns

Council members: Sandy Kunkel

Al Pulham

Amy McDonald

Harriet Dickerson

Present Absent Excused

<u> x </u>	<u> </u>	<u> </u>
<u> x </u>	<u> </u>	<u> </u>
<u> x </u>	<u> </u>	<u> </u>
<u> x </u>	<u> </u>	<u> </u>
<u> x </u>	<u> </u>	<u> </u>

Attendance: Allen Parker, Jack Lytle, David Orr, Scott Gough, Trevor Brooksby.

On-line: Christian Colovich, Mindy Colovich.

1. CONSENT ATENDA

1.1 Minutes of meeting: October 9, 2024 (corrections)

1.2 Business Licenses: Dena Strange. Mayor Johns asked if the issue involving the State tax number had been resolved and it has.

1.3 Expenditures: Voucher List

1.4 Correspondence: Anna Holmstead (Office of Energy Development), Seth Oveson (Office of the State Auditor). Mayor Johns will follow up with this.

There was an issue with our Budget for FY25 that was submitted but it has been corrected.

Ms. McDonald moved to accept the Consent Agenda with corrections to the Minutes. Mr. Pulham seconded. Motion passed unanimously.

2. COMMITTEE / STAFF REPORTS The CDBG grant will be discussed later in the agenda.

3. PUBLIC COMMENT - Ms. Dickerson reminded that the chili cookoff to raise funds for the fire department is this Friday starting at 4:30 p.m. She will post notice in the post office. Mr. Lytle asked where the accounting can be found on-line for the grant monies received. His question was noted

for the record. Mr. Lytle also commented the County is willing to help, if possible, with the airport public utilities approval process.

Allen Parker clarified his on-line presentation of last meeting involving the possible remodeling of the Conference Hall, explaining the drawings in more detail.

4. OLD BUSINESS

4.1 David Roach, Towncloud Presentation – Discussion Only

Starting January 1, 2025, the State is requiring all towns to have a website and email access that ends with “.gov.” Town Cloud designs municipal websites. They can facilitate management of this requirement. He gave a thirty minute demonstration of the things their program can do. There is an initial \$350.00 set up fee and a monthly updating and maintenance fee of \$95.00.

Mr. Pulham commented that he can see some functionality advantages but wanted to add he believes our current website is more personally related to our area and he would like to see that incorporated in the new website if possible. Mayor Johns said we will put that on the agenda for further discussion and decision.

4.2 Airport Development – Discussion, if any. Mayor Johns asked if there are any comments but there were none.

4.3 Delta Plan Dutch John Draw Subdivision Plat – Review and Possible Action. Mayor Johns said Planning & Zoning can't send things on to the Town Council without everything being complete. PnZ had sent a Plat with a list of things not completed. Allen Parker said between Monday and now he had reviewed and verified that everything was complete. Ms. Kunkel asked what they are doing and if they needed or had a PUD for the process. Mayor Johns said they are splitting their land in Dutch John Draw into two parcels. Mr. Parker explained that at this time they are just dividing out a parcel of land and that a PUD isn't required until they intend to develop land. Mr. Lytle asked what process was followed for this division of land and Ms. McDonald said they followed the requirements for a minor subdivision.

Ms. Kunkel asked about the ownership of the road.

Mayor Johns said the process is that Planning & Zoning should approve and then sign the plat first. The order of signatures was discussed, PnZ, the county surveyor, etc. with the Mayor signing last. Then it will be reviewed by our attorney and with his approval it can be submitted to the County Recorder.

4.4 David Orr, Affordable Housing – Discussion Only.

David Orr presented a possible plan for building affordable housing. Their location does not meet the provisions of the Ordinance but if it is changed then their plan is to build 30 units of affordable housing. Each unit will have 3 bedrooms, 2-1/2 baths, kitchen, dining, living, laundry, utility, 1 car garage and a back deck. They anticipate a price of approximately \$300,000. Ms. McDonald explained UDOT has a 75' set back and our Ordinance also has an additional 75' setback. Mr. Pulham expressed his concerns with traffic in and out of the area and the safety issues it creates on Hwy. 191, Mayor Johns said they will have to work out the setback issue through Planning & Zoning, not Town Council. Discussion followed about the difference between affordable housing and low income housing.

4.5 Conference Hall Remodel – Discussion and Possible Action . Mayor Johns stated this is on the agenda as it relates to the possible cost of engineering estimates for the remodeling project.

His authority is \$500.00 and it is possible the engineering study could cost more. We can't really do anything until we have a cost estimate. Ms. McDonald moved that we approve up to \$1,500.00 on the engineering study for the Conference Hall. Ms. Dickerson seconded. Motion passed unanimously. Mr. Pulham supported the study noting we need to be sure the building is structurally sound before remodeling.

4.6 Street Sweeping Scheduled for October 26 and 27 – Discussion.

This is a reminder that the Fall street sweeping will be this weekend. Ms. McDonald sent a message to everyone and Ms. Dickerson will post a notice in the post office.

5. NEW BUSINESS

5.1 Community Development Block Grant (CDBG) – Discussion and Possible Action.

Mayor Johns needs Council approval to move forward with an application to participate in this Block Grant. The grant is for federal money for low income housing. There is \$400,000 available. Mr. Parker explained part of the process and Mayor Johns stated he needs Council approval to participate by the 1st of November, then there will be an income assessment/survey done to see if we qualify. Our town income will be higher than the low income number but we think we can make an argument that our high income is because of people who come and go and not primary residents. This will be completed by December and people with the State have stated they are willing to help with the process. It is important that everyone completes the survey and sends it in. Mr. Parker said low income projects require ground that is shovel ready and then people get help to qualify to build and the grant money can be used for things like sidewalks, curb and gutter. Mr. Pulham moved to pursue the community development block grant opportunity for low income housing. Ms. McDonald seconded. Motion passed unanimously.

5.2 Building Permit Fee Exemption for Water System – Discussion and Possible Action

Mr. Brooksby said he attended Planning & Zoning Monday night to ask what he needed to do for an exemption relating to duplicating inspection costs. PnZ's recommendation was for the Water System to fill out a commercial building permit application and pay the fee. Mr. Brooksby's question is does the Water Dept. need to pay the Town's building inspector or can Sunrise Engineering, who is doing the building inspections for their project submit their reports and have this be accepted by the Town. PnZ said our Ordinance states as long as the inspections are done by a State Certified Inspector that is all that matters. Mayor Johns said he will entertain a motion based on the recommendation of PnZ. Mr. Pulham moved to accept the recommendation of PnZ and accept the inspections of a State certified engineer for the Water project. Ms. Kunkel seconded. Motion passed unanimously. Ms. McDonald reviewed - the application fee is \$150.00 and service fee is 5% and any other inspections are \$55.00/hr.

5.3 November and December Holiday Meeting Dates – Discussion and Possible Action

Looking at the November/December calendar. Our November meeting is the day before Thanksgiving and the question is do we need to change it/cancel because people are going to be out of Town. The meeting at Christmas will be canceled. After discussion the meeting for November 27th will remain and the week of Christmas will be canceled.

5.4 PTIF Acct. Deposit – Discussion and Possible Action.

Mayor Johns asked Ms. McDonald to review our financials and make a recommendation for moving additional money into the PTIF account. Ms. McDonald reviewed them and then recommended

moving \$27,000 from the Enterprise Fund and \$40,000 from the General Fund. After discussion Ms. Kunkel moved to transfer \$27,000 from the Enterprise Fund and \$40,000 from the General Fund to our PTIF Account. Mr. Pulham seconded. Motion passed unanimously.

6. Executive Session, if necessary* Pursuant to 52-4-204 .

Mayor Johns said we have a need for Executive Session. Ms. McDonald moved we close our open meeting session and go into executive session at 8:30 p.m. Ms. Dickerson seconded. Roll Call vote.

	Yes	No
Mayor: Butch Johns	<u> x </u>	<u> </u>
Council members: Sandy Kunkel	<u> x </u>	<u> </u>
Al Pulham	<u> x </u>	<u> </u>
Amy McDonald	<u> x </u>	<u> </u>
Harriet Dickerson	<u> x </u>	<u> </u>

6.1 Land Opportunity – Discussion

Ms. Dickerson moved to go back to regular session at 8:55 p.m. Mr. Pulham seconded.

There being no further business Ms. Kunkel moved to adjourn and Mr. Pulham seconded. Meeting adjourned at 9:00 p.m.


Harriet Dickerson, Clerk