



NOTICE OF PUBLIC MEETING
Dutch John Conference Hall
Town Council Work & Business Meeting
November 27, 2024 6:00 PM
Public Hearing re Budget Amendment 7:00 p.m.

MINUTES FOR PUBLIC MEETING AND AGENDA

WORK MEETING ITEMS, 6:07 pm

CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. Excavation Ordinance- Council finished drafting Excavation Ordinance.
2. Financial Report. Reviewed Financial Report. Mayor Johns said we need to remind Cemetery Board that they need to let us know when they have expenditures over \$500.00 per our Financial Policies & Procedures.

Work meeting closed at 7:00 p.m.

Public Hearing called to Order at 7:00 p.m.

Attendance: Butch Johns, Al Pulham, Amy McDonald, Harriet Dickerson, Allen Parker, Brad Lovejoy.

Mayor Johns stated the purpose of the public hearing is to discuss the adoption of the amended Budget for the 2025 Fiscal Year. The total budget balanced, but the individual funds included also need to balance and this amendment corrects that issue.

There were no comments or questions regarding this amendment from the public.

The Public Hearing was closed at 7:20 p.m.

Regular Business Meeting.

Called to order at 7:20 p.m.

ROLL CALL : November 27, 2024

Mayor: Butch Johns

Council members: Sandy Kunkel

Al Pulham

Amy McDonald

Harriet Dickerson

Public: Allen Parker , Brad Lovejoy

Present Absent Excused

 x

 x

 x

 x

 x

1.CONSENT AGENDA

1.1 Minutes of meeting: November 13, 2024 . Minutes Corrected.

1.2 Business Licenses: None

1.3 Expenditures: Voucher List

1.4 Correspondence. Letter of Support for TPA grant for UDOT to do the transportation study. This was considered prior but there were mistakes and it was not approved. The errors have been corrected and we will resubmit the grant request.

The next item for discussion is that our Financial Policy does not have a Federal Procurement Policy included and we need one to receive federal grants. Nate Zilles is preparing one for us. Mayor Johns had a copy for the Council to review and after approval by Council, it needs to be submitted to our attorney for review. After completion it will be added to our Financial Policies & Procedures. This is something we need to get done.

Ms. McDonald received a correspondence from Phil Timothy. He owns the property between D.J. Resort and the Post Office. He is working on getting his land cleared and power so he will be coming to talk to us in the near future.

Mr. Pulham has a notice of a State Trails and Recreation Seminar in Vernal on December 9th. He will attend.

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

2.COMMITTEE/STAFF REPORTS. Mayor Johns said the next staff meeting in Vernal will be on December 10th.

3.PUBLIC COMMENT. None

4. OLD BUSINESS

4.1 Budget Amendment. Discussion and Possible Action

Mayor Johns stated we held a public hearing to receive input from the public but there were no questions or input submitted. He asked if there was any discussion from anyone in attendance and there was none. Mr. Pulham moved that we approve the Budget Amendment as presented. Ms. McDonald seconded. Motion passed unanimously.

4.2 Review Application for Maintenance Position – Discussion and Possible Action

Mr. Lovejoy was in attendance and Mayor Johns asked if any members of the Council had questions for Mr. Lovejoy. Ms. Dickerson also had a draft Condition Offer of Employment for Council to review. Mayor Johns said Mr. Lovejoy is a member of the Volunteer Fire Department and has assisted with plowing roads before. Mr. Pulham asked if Mr. Lovejoy has any conflict with scheduling at this time or perhaps next summer. He will be responsible for keeping track of weather conditions and anticipating when snow plowing will be required. Mr. Lovejoy doesn't know how to run the backhoe and will need instruction on that piece of equipment. Mr. Pulham will do that.

Mr. Pulham stated Mr. Lovejoy will have responsibility for the Town roads and everyone in Town will be looking to him to keep the roads safe. Mr. Pulham will train Mr. Lovejoy on a way that this can be accomplished. Discussion of purchasing tools for use which will be kept in the storage shed. There is also a plan to get lights and heat so that work can be done at the shed. Mayor Johns stated that we also need to have someone certified to deal with weed control and asked if Mr. Lovejoy would be willing to look into obtaining this certification and he agreed. Mr. Pulham said he feels it is important to be able to show that we have pride in our Town. He mentioned our equipment is capable of doing what we need done, but it is not new, and he believes you need to be mechanically astute when dealing with it. Council agreed to give Mr. Lovejoy the Offer of Employment and Mr. Lovejoy will complete the requirements listed.

5. NEW BUSINESS

5.1 Review Planning & Zoning Ordinance Changes – Discussion and Possible Action

Mayor Johns said PnZ had a public hearing and submitted their recommendations for changes. Mayor Johns said he would like to review this in detail before our next meeting to fully understand everything. Mr. Parker said some changes are required by law and others the Commission felt needed to be made. Mayor Johns, Mr. Pulham and Mr. Parker will review the changes. A public hearing will be posted before our next meeting and added to our agenda for discussion and approval. Public Hearing will be set for 6:30 on December 11th.

5.2 Bridger Valley Electric Sub for Santa Donation – Discussion and Possible Action

Council is very appreciative of this donation to our Town. Ms. Kunkel submitted a possible recipient and after discussion Ms. McDonald moved to distribute the money as agreed. Mr. Pulham seconded. Motion passed unanimously.

5.3 Review Fire Protection Agreement (2021) – Discussion and Possible Action

Mayor Johns stated that since the election resulted in our not joining the Fire District at this time, we need to review the current agreement which was a transfer from the County to the District and ratified by the Town. He will have our attorney prepare a new agreement between the Town and the District for their review.

There being no further business, the meeting adjourned at 8:25 p.m.



Harriet Dickerson, Clerk