

CASTLE DALE CITY

City Council Meeting Minutes

November 14, 2024



The City Council of Castle Dale, Emery County, Utah, met in an open meeting on November 14, 2024, at 7:00 p.m. in the City Council Chambers.

20 S 100 E, Castle Dale, Utah

ATTENDEES

Mayor: Danny Van Wagoner

Council:

Brad Giles

Joel Dorsch

Julie Johansen

Michael Jorgensen

Emily Mills

Maintenance Supervisor: Ignacio Arrien

Fire Chief: Ignacio Arrien

EMS: -

Land Use Administrator: Kerry Lake

Code Enforcer-Animal Control: Terry Lofthouse

Treasurer: Carolyn Montgomery

Recorder: Jody Gerber

Others in attendance: McKoy Allred, Ryleigh Allred, Abree Allred, Shaynee Fox, Jackie Fox

WELCOME

Mayor Danny Van Wagoner was presiding and welcomed everyone to the meeting.

ROLL CALL

All City council members were in attendance.

APPROVAL OF MINUTES

A few errors were noted that need correction.

Council member Jorgensen moved to approve the minutes, with corrected errors, of October 10, 2024; Council member Giles seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

PLEDGE OF ALLEGIANCE

REMOVAL OF PAST TREASURER AND ADDITION OF NEW TREASURER

Mayor Van Wagoner proposed to remove the past Treasurer from the bank accounts and add the new Treasurer, Carolyn Montgomery, to the bank accounts.

OATH OF OFFICE FOR NEW TREASURER

The oath of office was given to Carolyn Montgomery as the new Treasurer for Castle Dale City.

UTILITY WRITE-OFF FOR WATER OVERAGE

McKoy Allred asked the City Council to get his debt forgiven on his water bill due to a leak. He fixed the leak as soon as he was aware of it.

Council member Johansen moved to forgive half of the overage amount of \$307.75; Council member Jorgensen seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

DOOR-TO-DOOR SALES

Kerry Lake reported that door-to-door sales were discussed at the last Land Use meeting. Julie Johansen explained an incident of someone coming to her door that did not seem legitimate. She suggested making a policy for door-to-door sales, requiring salespeople to check in with City Hall to protect our citizens. Kerry Lake said he would work on this.

FEE SCHEDULE FOR LATE PAYMENTS

A penalty should be enforceable. This standard is 10% monthly. This will be tabled and will be discussed at the December City Council meeting.

Council member Giles moved to table the fee schedule for late payments until December; Council member Mills seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

LANDLORD AGREEMENT

Brad Giles explained that the resolution says property owners are completely responsible. Long term rentals should have a business license. The city should consider a landlord fee.

Council member Johansen motioned to approve the Landlord Agreement; Council member Giles seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

BILLING SYSTEM

Jody Gerber explained the problems with the current systems the city is using for collection of payment. It is time consuming, inaccurate at times and provides more instances of human error. Carolyn Montgomery explained the benefits of using Xpress Bill Pay which records transactions directly into Pelorus, saving time and possibility of errors.

Council member Giles motioned to approve getting Xpress Bill Pay on the condition that residents will be charged a one-dollar fee to compensate for the cost of the service; Council member Johansen seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

CHRISTMAS BONUSES FOR PERMANENT EMPLOYEES

Joel Dorsch suggested giving a Christmas bonus for employees:

- Seven permanent staff and full-time employees at \$350, plus the tax amount.
- Two Seasonal staff at \$175, plus the tax amount.

Council member Johansen motioned to give Christmas bonuses to the seven permanent staff and full-time employees for \$350 and the two seasonal staff in the amount of \$175; Council member Mills seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

EMPLOYEE HANDBOOK CHANGES

It was proposed to change the wording in the Employee Handbook for vacation benefits. The current wording puts the city under liability. If the employee has more than 80 hours of vacation pay at the end of their anniversary year, it can be paid out to them.

Council member Johansen moved to adopt the changes in the Employee Handbook; Council member Mills seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

CDL SCHOOL FOR CITY EMPLOYEES

Ignacio Arrien explained that some of the city employees for maintenance are required to get a CDL license. The cost for the school is \$4,000. One employee currently needs this. The employee manual will need to be changed for this current employee and future employees. The employee will sign a contract committing that they will stay working for the city for two years or they will be responsible to pay for the schooling. The class can be from 6-14 weeks depending on how long it takes them. The school is held 8:00am-12:00pm and they will work for the city in the afternoon. The city will pay for them while they are in school and for the cost of

the school. As an incentive, they will be paid during the school hours for the initial six weeks. If it takes them longer than that, they will not be paid during the school hours for the remaining weeks. 1-6 weeks: full wages and school paid, 7-14 weeks: 50% wages and school paid.

Council member Giles motioned to institute a CDL education program for employees paying for labor and school fees for the first 6 weeks. The remainder weeks up to 14 weeks wages will be paid at 50%, if they fail the class, the employee will need to reimburse the city for all the schooling; Council member Johansen seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

The Emery Rodeo team secretary, president and a few other team members came to thank the city for donating the rental of the arena for their practice last season and for the improvements made to the arena. They presented a \$500 check to the city.

LAND USE COMMITTEE

Kerry Lake reported that the Land Use Committee had three business license applications this past month and a short-term rental business transfer. They discussed the door-to-door sales situation. They will be holding a public hearing about subdivisions that will include changes to the city. He and the Mayor met with people from FEMA about the Flood Plain Zones. The city has everything that is required. It will be ten years before a map will be made.

The mayor expressed his appreciation how the Land Use committee takes care of the city.

ANIMAL CONTROL/CODE ENFORCEMENT REPORT

Terry Lofthouse reported a busy month going out. He captured 1 dog, 2 cats and 3 deer. He let his dog chase away the deer and they never showed up again. There was a situation with forty goats in a resident's field. Several times he is turned away from the animal shelter because there is no room. The city needs to have temporary housing when the Vet does not have space for the dogs.

MAINTENANCE REPORT

Ignacio Arrien reported that maintenance will set up for the City Christmas party. They are still waiting for parts to fix the main door at the arena. Maintenance is busy setting up Christmas lights. The ice rink will be filled no later than the 20th. At the cemetery the west gates were locked up for the winter. There are 13 new trees and they need to be protected from the deer. The main gate will be left open and there is a spring loaded man gate that can be used on the west side. Animal control truck will be next in the rotation of fixing vehicles.

FIRE DEPARTMENT REPORT

Ignacio Arrien reported that the Mayor and Commissioners signed a Recruitment and Retention plan. The money is not guaranteed every year. Training and recruitment is going good. There are about fourteen volunteer firefighters. The new radios are all installed. Eight people will be going to fire school in January.

EMS

Mayor Van Wagoner reported a basic EMT class offered by the county. Usually only half end up doing runs. Staffing is becoming a real problem. The Orangeville/Castle Dale EMS was fully staffed 38% of the time, partially staffed 24% of the time, and no staff 38% of the time. They had 17 runs with 14 billable and 3 non billable. En route to respond to calls was 6.5 minutes. They have seven EMTs on call and had a revenue of \$5,942. There is a board of members that are trying to figure out how to run things more efficiently.

TREASURER/RECORDER REPORT

Carolyn Montgomery asked the council what they want her to report each month. Brad Giles mentioned sales tax, transportation, etc. The mayor commended her for the work she has done. Carolyn handed out papers to the council of citizens that are overdue on their accounts. Her goal is to reduce the amounts owed on all of the accounts.

Jody Gerber reported issuing 1 new business license, one is pending and one short-term rental license. 2 new dog licenses were issued. A fall newsletter was sent out to residents. The new treasurer is doing a fabulous job getting the utility accounts under control.

MAYOR AND COUNCIL REPORTS

Julie Johansen suggested getting lights around the building that stay on all year. She asked that people let her know if there are weeds that need to be taken care of. She is working with the high school and trying to get them to start a building program and offering it as an instruction class. It will give students college credit. This will be run by a certified contractor. In the past, funds were available for first time buyers.

Mike Jorgensen thanked the employees.

Brad Giles reported that the striping was finished in the lane near Maverik. The issues with the low curb and gutter were remedied. In the Beautification Ordinance it states that garbage cans can be put out 24 hours before and need to be brought back in within 24 hours after garbage service. There is a problem with can being left out all week. Ordinances and resolutions need a table of contents and need to be made available to all the council. This will take time to go through. A resolution to the curb and gutter problem at the high school is being worked on.

Emily Mills announced that the City Christmas Party will be December 4th at 6:00p.m. She appreciates the help with the indoor arena.

Joel Dorsch raised 30 lights in the indoor arena with the help of volunteers.

Mayor Van Wagoner reported that Rocky Mountain Power changed out the street lights. If some of them are not working then note the location and they will be fixed. Maverik curb, gutter and sidewalks are finished. Emery county can track everyone's phones. 63% of devices used were from visitors, 65% of them were out of state. 73% all restaurant income is from visitors, not locals.

BILLS PRESENTED FOR SIGNATURES

Council member Giles motioned to pay the bills; Council member Mills seconded it.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

ADJOURN

Council member Giles moved to adjourn the meeting; Council member Jorgensen seconded the motion.

Result: Approved

Ayes: Julie Johansen, Michael Jorgensen, Brad Giles, Joel Dorsch and Emily Mills

The meeting adjourned at 8:27 p.m.

APPROVED: 12-12-2024