

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
December 12, 2024

PRESENT: David Hair, Daniel Grange, Clay Wilker, Pamela June, Ryan Zollinger, Jeremy Ward, Chad Kendrick, Corey Twedt, Megan Dyer, Kara Everton, Joe Fuhriman, Jake Barker

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for December 12, 2024 at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Pamela June, Jeremy Ward, Ryan Zollinger, Clay Wilker, and Daniel Grange were in attendance.

Opening remarks/Pledge of Allegiance

Mayor Hair welcomed everyone to the Council Meeting and led all present in the pledge of allegiance. He then offered a word of prayer.

Approval of agenda

The agenda for the City Council Meeting of December 12, 2024 was reviewed.

Councilmember Zollinger motioned to approve the agenda for December 12, 2024.

Councilmember Grange seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. (A copy of the agenda is included as Attachment “A”.)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting on November 14, 2024.

Councilmember Grange motioned to approve the minutes for November 14, 2024.

Councilmember Wilker seconded. Councilmember June pointed out a grammatical error that was corrected. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes.

Public comment period

Mayor Hair opened the floor for public comments. Joe Fuhriman’s request for a letter from Millville City indicating no interest from the City in parcel 19-020-0025 was discussed. Recorder Twedt said that the City still had property west of this parcel and that this parcel may provide the only access from the highway. He said he felt it would not be in the best interest of the City to write the requested letter. The consensus of the Council was that they were unclear on where they stood on the issue. Mayor Hair asked that they think about it and that it be on the agenda for the next City Council meeting for the Council to make a decision.

Review of Fiscal Year 2024 Financial Audit Report

Jake Barker attended the City Council meeting representing Jones Simkins. He walked the City Council through the audited financials for Fiscal Year 2024.

Jake discussed the noncompliance with the City Council quarterly budget reviews that sometimes occur before the bookkeeping for the quarter has been accrued. Recorder Twedt said that this was listed as an issue last year as well and that it would likely remain that way in the future. The City does not do monthly accruals and it is probably not worth the time or money to do so. He said that what he targets is just getting the financials in front of the Council at the first meeting following the end of each quarter with everything we have at that point. The consensus of the Council was that this was okay.

The Council thanked Jake and Jones Simkins for doing the audit and for the presentation of the financials.

Consideration for approval of FY2024 Financial Audit Report

Councilmember Ward motioned to approve the FY2024 Financial Audit Report.

Councilmember Wilker seconded. Councilmembers Ward, June, Grange, and Wilker voted yes. Councilmember Zollinger abstained as he had not had time to completely review the financial documents at the time of this vote. (A copy of the Annual Financial Audit Certification is included with the minutes as Attachment “B”. The full audit is available for review by request at the City Office.)

Report on P&Z Meeting held December 5, 2024

Development Coordinator Everton reviewed with the Council the Planning Commission’s draft minutes for the meeting held on December 5, 2024. The Council briefly discussed the subdivision code updates that were reviewed in that meeting.

Set dates for City recreation activities for 2025

Mayor Hair discussed the dates for City-sponsored activities for 2025. The Youth Council is planning to do the Easter egg hunt on April 19, 2025. The Christmas Celebration will be on December 13, 2025. The Youth Council is trying to figure out ways to increase attendance for next year.

Recorder Twedt asked the Council to select a day for the City Celebration. He said that the Lavender Festival is scheduled to be held on July 11th and 12th in 2025, so there shouldn’t be a conflict if the City does the parade and celebration in June. The Council reviewed the open Saturdays and decided to schedule the City Celebration for June 14, 2025.

Setting the 2025 City Council Meeting Schedule

Mayor Hair discussed the meeting schedule for 2025. The consensus of the City Council was to continue to meet on the 2nd Thursday of each month at 7 p.m. as they have in the past. The Planning Commission will continue to meet at 8 p.m. on the 1st and 3rd Thursday of each month as needed.

Councilmember Grange motioned to approve the 2025 meeting schedule.

Councilmember Zollinger seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. (A copy of the 2025 Meeting Schedule is included with the minutes as Attachment “C”).)

City Reports

Director of Public Works Chad Kendrick reported that a lot of progress continues to be made on the sewer project. He said that the Public Works Department continues to find and fix leaking water line services as they go. He said that the installation of the lights for the tennis and pickleball courts is being worked on now. Director Kendrick reported that he and Recorder Twedt had looked at some options for the new pavilion at the South Park and are working on getting quotes for that project. He also reported that the City is using only spring water now.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment “D”).)

Councilmember Wilker said that he has been seeing comments about people speeding up and down 450 North. It was discussed that many citations have been given in November with even more in December. This is an issue that the Sheriff’s Department is aware of and working on.

Recorder Twedt said that Millville had been granted the COG funding requested in our application for the re-alignment project of the 550 East 300 South intersection. He said that he and Director Kendrick had prepared and would send out an RFP for this project. The RFP has a scheduled completion date of no later than June 1, 2025.

Recorder Twedt also discussed an issue with a home in Mond-Aire where the owner does not live there and is renting out two separate units. This is effectively a duplex but does not meet the duplex or the ADU requirements for Millville City. Recorder Twedt said that he would be sending them a Notice of Violation. There is another home in Millville as well that was purchased recently for which the owner would now like to convert to a duplex. Recorder Twedt said that this creates issues. Duplexes have different meters for the two different units as well as pay impact fees differently at the time building clearance is granted. He said that he just wanted to make the Council aware of what was going on.

Adjournment

Councilmember Grange motioned to adjourn the meeting. Councilmember Zollinger seconded. Councilmembers Ward, June, Grange, Wilker, and Zollinger voted yes. The meeting adjourned at 8:02 p.m.

NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold its regularly scheduled Council Meeting on Thursday, December 12, 2024, at the Millville City Office, 510 East 300 South in Millville, Utah, at 7:00 p.m.

1. Call to Order / Roll Call – Mayor Hair
2. Opening Remarks / Pledge of Allegiance – Mayor Hair
3. Approval of agenda
4. Approval of minutes of the last City Council Meeting – November 14, 2024
5. Agenda Items—
 - A. Public comment period (2 min/person)
 - B. Review of FY24 Financial Audit Report – Jake Barker, Jones Simkins
 - C. Consideration for approval of FY24 Financial Audit Report – Mayor Hair
 - D. Report on P&Z meeting held December 5, 2024 – Development Coordinator Everton
 - E. Set dates for City recreation activities for 2025 – Mayor Hair
 - F. Setting of the 2025 annual meeting schedule – Mayor Hair
 - G. City Reports: Roads, Parks, Water – Public Works Director Kendrick
 - H. Councilmember reports and other items for future agendas
6. Adjournment.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Corey Twedt at (435) 881-2669 at least three days prior to the meeting.

This agenda was posted on December 9, 2024, to the City posting locations, the City Website, and the Utah Public Meeting Notices Website.


Corey Twedt, Recorder



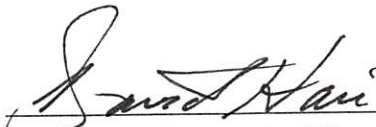
Post Office Box 308

Millville, Utah 84326

Certification of Annual Financial Report

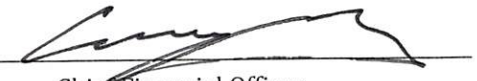
Under penalty of perjury, I, David Hair and Corey Twedt certify that the annual financial report of Millville City Corporation for the year ended June 30, 2024, fairly presents in all material respects the financial condition and results of operation of Millville City Corporation.

Signature:


Chief Administrative Officer



Signature:


Chief Financial Officer

Notes:

- a. This certification is to be submitted with the annual financial report to the Office of the Utah State Auditor.
- b. *Utah Code 11-50-202* designates the **chief administrative officer** as the individual appointed as the chief administrative officer of the political subdivision in accordance with statute; or if a chief administrative officer is not appointed in accordance with statute, the individual designated as the chief administrative officer by the governing body of the political subdivision. In designating a chief administrative officer, the governing body shall designate the individual who holds a managerial or similar position to perform administrative duties or functions for the political subdivision.
- c. *Utah Code 11-50-202* designates the **chief financial officer** as the individual appointed as the chief financial officer of the political subdivision in accordance with statute; or if a chief financial officer is not appointed in accordance with statute, the individual designated as the chief financial officer by the governing body of the political subdivision. In designating a chief financial officer, the governing body shall designate the individual who has primary responsibility for preparing the annual financial report.

MILLVILLE CITY 2025 MEETING SCHEDULE

City Council and Planning Commission meetings for Millville City will be held at the City Office, 510 East 300 South, Millville, Utah, unless otherwise advertised.

The Planning Commission will conduct meetings on the first and third Thursdays of each month as needed with meetings beginning at 8:00 p.m.

The City Council will meet at 7:00 p.m. on the following dates in 2024 unless otherwise advertised:

- January 9
- February 13
- March 13
- April 10
- May 8
- June 12
- July 10
- August 14
- September 11
- October 9
- November 13
- December 11

Councilmember Assignments 2024

Councilmember Daniel Grange

- Car Show for City Celebration
- Parks

Councilmember Ryan Zollinger

- Sewer
- School District

Councilmember Clay Wilker

- Ordinance Enforcement
- Fire/EMS/Emergency Preparedness
- Law Enforcement/Animal Control

Councilmember Pamela June

- P&Z
- Youth Council
- Wildfire

Councilmember Jeremy Ward

- City Celebration/Parade
- Trails