

MINUTES
COALVILLE CITY COUNCIL MEETING
Monday, October 28, 2024, 6:00 P.M.
COALVILLE CITY HALL, COUNCIL CHAMBERS
10 N MAIN STREET
COALVILLE, UT 84017

In Attendance:

Mayor and Council:

Mayor: Mark Marsh

Councilors:

Brandon Brady, John Hansen, Lynn Wood, Shaun Powis, and Louise Willoughby.

City Staff:

Community Development Director: Don Sargent

City Attorney: Sheldon Smith

City Recorder: Trevor Devey

Public Works Director: Kyle Clark

Mayor Mark Marsh opened the meeting at 6:00 p.m.

Item 1 – Welcome

- A. Roll Call – A quorum was present.
- B. Pledge of Allegiance – **City Councilor Shaun Powis** led the Pledge of Allegiance.

Item 2 – Public Comment: The Public may address the Mayor and Council with any matter of City business not listed on the agenda or pending applications.

No public comment was given.

Councilor Louise Willoughby made a motion to move agenda items 5, 6, and 7 ahead of items 3 and 4.

Councilor Lynn Wood seconded the motion.

Motion Carried (5-0)

Item 3 – Introduction and Discussion: Larry H. Miller Group

Brad Holmes with the Larry H. Miller Group introduced himself and the Larry H. Miller Group to the council. Brad Holmes presented to the council the background of the Larry H. Miller real estate division. Discussion was held between the council, staff, and Brad Holmes over the future of Coalville and the Cedar Crest Development.

Community Development Director Don Sargent asked the council what they would like to see next from the Larry H. Miller Group. Councilor Louise Willoughby clarified that she

would like to see utility studies and how to plan for the future. Discussion was held between council, staff, and Brad Holmes over continuing the discussions of the Cedar Crest Development.

Item 4 – Review and Discussion: Main Street Revitalization Action Plan/Next Steps Assignments for Responsibility and Completion.

Community Development Director Don Sargent gave the background of the Coalville Main Street Revitalization and Connectivity Plan. Councilor Brandon Brady gave the details of the Main Street Revitalization Plan. Discussion was held between council and staff over the assignments of the Main Street Revitalization Action Plan. Councilor Lynn Wood suggested that Coalville City investigated becoming a certified local government.

Item 5 – Review, Discussion, and Possible Approval: Coalville City Procurement Plan and Procurement Committee.

Councilor Lynn Wood led discussion over selecting and appointing a procurement committee. Mayor Mark Marsh appointed Brandon Brady and Shaun Powis. Discussion was held over the appointments of the procurement committee.

Councilor Lynn Wood made a motion to approve the appointment of Brandon Brady and Shaun Powis to the procurement committee.

Councilor John Hansen seconded the motion.

Motion Carried (5-0)

Item 6 – Review, Discussion, and Possible Approval: Discussion of Administrative Positions and Consideration of Hiring Additional Positions and Job Descriptions.

Councilor Lynn Wood led discussions over the position of Community Development Director and how to alleviate some of the growing workload that is falling on the position of Community Development Director. Discussion was held between council and staff over the future of administrative positions.

Item 7 – Review, Discussion, and Possible Approval: Hiring Supplemental Legal Counsel to Assist with Employment and Human Resource Legal Matters.

Councilor Louise Willoughby led discussion over Employment and Human Resource Legal Matters. Discussion was held between council and staff over a law firm that council has researched and contacted. Discussion between council and staff was held over the costs of

hiring a law firm. City Attorney Sheldon Smith discussed with the council that he would like to be involved with acquiring a firm that specializes in employment law.

Councilor Louise Willoughby made a motion to retain the attorney firm for the \$5,000.00 retaining fee not to exceed \$5,000.00.

Councilor Shaun Powis seconded the motion.

Motion Carried (4-1) Councilor Brandon Brady voted Nay.

Item 8 – Updates:

A. Community Development

Coalville City Community Development Director Don Sargent gave the current, long-range, and on-going projects.

B. Public Works

Public Works Director Kyle Clark informed the Council that he is working on finalizing the secondary pond with Wohali. Kyle Clark also informed the council the DUP building roof has been replaced.

C. Engineering

Mayor Mark Marsh informed the council the application for RAP tax for the ledges trail has been submitted.

D. Legal

No Updates were given.

E. Mayor

Mayor Mark Marsh informed the council that each member will be required to provide two entries into the Coalville City Light Parade.

F. Council

Councilor Shaun Powis informed staff that there are political signs on City property. It was agreed that the sign will be removed.

Item 9 – Review and Possible Approval of Accounts Payable dated October 28, 2024.

Councilor Lynn Wood made a motion to approve Accounts Payable dated October 28, 2024

Councilor Louise Willoughby seconded the motion.

Motion carried (4-0) with one vote absent.

Item 10- Review and Possible Approval of Minutes dated October 15, 2024

It was decided to table the approval of Minutes until the November 12, 2024 Coalville City Council Meeting.

Item 11 – Closed Session: Possible motion to enter a closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

No closed session was had.

Item 12 – Adjournment

Councilor Shaun Powis made a motion to adjourn.

Councilor Lynn Wood seconded the motion.

Motion Carried (4-0) with one vote absent.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Mark Marsh, Mayor

Trevor Devey, City Recorder