

**PARAGONAH TOWN BOARD  
REGULAR MEETING  
44 NORTH 100 WEST, PARAGONAH TOWN HALL  
MARCH 13, 2024 – 7:00 P.M.**

**Attendance/Town Board Members:** Mike Abbott, Todd Robinson (Mayor), Todd Memmott, Travis Isaacson. Excused: Marge Cipkar

**Others in Attendance:** Nancy Dalton (Chairperson – Planning & Zoning Committee), Nancy Milner (President – Civic Committee), Eric Walker, Jayne Stones (Town Clerk), Mary Jo O’Neal.

**Pledge**

- 1. Call meeting to order:** Todd Robinson called the meeting to order.
- 2. Declaration of Conflict of Interest:** None declared.
- 3. Adopt Agenda:** Travis Isaacson moved to adopt the agenda as presented. Mike Abbott seconded the motion. All in favor. Motion carried.
- 4. Approve minutes of February 14, 2024, Regular Town Board meeting:** Mike Abbott moved to approve the minutes of February 14, 2024, Regular Town Board meeting as presented. Todd Robinson seconded the motion. All in favor. Motion carried.
- 5. Resolution to set Health & Safety Inspection Fee:** Discussion took place concerning setting a health and safety inspection fee for short-term rentals. Nancy Dalton said Brian Head charges \$30 every other year and Panguitch charges a one-time fee of \$150. The Fire Department would oversee inspections and only inspect things related to fire safety such as fire alarms, window ingress/regress, fire extinguishers, etc. Items such as insurance, parking, clean yard, etc. would not be the Fire Department’s responsibility. Short-term rentals do not need to be ADA accessible. Nancy Dalton said if for some reason they fail the inspection and need to make changes, they will need to repay the fee again to have it re-inspected. The fee would be non-refundable.

**Todd Robinson moved to charge a \$50 non-refundable Health and Safety Inspection fee for short-term rentals, and it will be required every other year. Travis Isaacson seconded the motion. All in favor. Motion carried.**

- 6. Discuss setting up a Town Website:** Jayne Stones was contacted by Rural Water Impact & Municipal Impact about setting up a town website. She said having a website would be beneficial to the Town. Residents would have access to all Town ordinances,

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Town Board minutes, applications, public notices, emergency notifications, etc. Town board members agreed it would be a good idea to have a Town website. They reviewed two bids. Rural Water Impact & Municipal Impact charges a one-time set up fee of \$449 and a \$665 annual subscription fee that includes Hosting, Unlimited Customer Support, All Website Software Updates and Upgrades. The other bid was from CivicPlus Municipal Website, and they charge a \$850 one-time fee for Integratable meetings management Migration & Server Configuration and \$3795-\$4758 hosting and support annual fee. Town Board members agreed to accept the bid from Rural Water Impact & Municipal Impact.

**7. Mayor's Report:** Todd Robinson reported Sunrise needs a list of the brand of materials we want to use for our water project. Comment was made the town uses Kenndy Fire Hydrants. Todd said we order most of our supplies through Scholzen. He will check with them and Dan to see what brands we use for everything else. Todd said they will be holding a Zoom meeting, March 20<sup>th</sup> at 4:00 p.m. with Nate Wallentine (Sunrise Engineering), and representatives from the Division of Drinking Water to go through a checklist of what needs to be completed before loan closing. Discussion took place concerning the Water Improvement Project and the update that was given at the last meeting. Todd explained they are still trying to contact Robert and Judy Witt to see if they would allow us to put the Water Tank on their property.

Mason Barker, CEO of UAMPS, will be at the Town Hall on April 25<sup>th</sup> from 3:00-4:00 p.m. to discuss our power.

Jayne Stones said a lady named Elaine North is looking into buying the Scott Sullivan property and wanted to know why they were putting in a new water line/meter when there was already water to the property. Todd Robinson said the one that was there is a  $\frac{3}{4}$  inch line that was used to water cattle. It is not suitable to provide water to a residence.

Todd said he learned at the last ICCC meeting that Parowan and Enoch are going in together and buying a chip sealer. He said Marilyn Wood is the Commissioner over County roads and he was going to talk to her about the County doing our roads but she left before he got a chance. Since they won't be doing Parowan and Enoch roads anymore it might free up enough time for them to come over and do Paragonah's roads. We would only need them here for one Friday and Saturday. According to Brian Head Parowan and Enoch will not let any other community use the chip sealer.

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**8. Water Department Report:** Mike Abbott said as discussed at the last meeting Billy Calloway is going to be our Cross Control Administrator until we can get someone certified. Mike said he attended the weeklong training and took the test. He has not gotten the results back yet to see if he passed. He explained he learned a lot of good information. He has some educational material on cross connections that the Town needs to share with the public. Comment was made this can be put on the Town's website.

**9. Power/Fire Department Report:** Travis Isaacson reported in 2 weeks the Fire Department is getting ISO certified which affects the Town's insurance rating. Royce and Rhonna will be taking care of everything.

**10. Cemetery/Planning & Zoning Reports:** Discussion took place concerning the west side of the cemetery and the sprinklers that need to be moved. Todd Robinson said Steve Woolsey is supposed to put in some markers that we can use to measure.

Nancy Dalton reported that the Planning and Zoning committee is working on short term rentals and still have a lot of questions they need to go through. They are also working on the Flood Ordinance. A public hearing to receive comments on this ordinance will be held at the April 24<sup>th</sup> Planning and Zoning meeting. It will then be sent to the Town Board for approval at its May meeting. Dan Jensen (Sunrise Engineering) is helping update the Subdivision Ordinance. Nancy reported on some new legislation requiring the Town provide for a building inspection within three days of request or the builder can hire their own inspector, and the Town and County will have to pay for them. The State has a list of qualified inspectors that can be used.

**11. Roads/Park/Building Reports:** Discussion took place concerning road to the North of Todd Robinson's house (approximately 215 North). The County has said they will be happy to help us with the emergency access road. We just need to let them know when we begin working on it. They can help us figure out how to get across the ditch.

**12. Open Discussion:** Mary Jo O'Neal introduced Nancy Milner who was elected as the new Civic Committee President. Discussion took place concerning the spinner/merry-go-round. Eric Walker said Dan Burgett talked to him about some issues on how to set it up. It has to be 2 feet off the ground in order to maintain it properly. Dan said he is concerned that if it is that high off the ground a child could easily be thrown under. Eric suggested putting in a trap door to access it from the top. They

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need to maybe talk to the manufacturer, engineer, etc. to get more ideas on how the problem can be solved.

**13. Adjourn Meeting/Review Financial Statements/Approve Bills: Todd Robinson moved to adjourn meeting, review financial statements and approve bills. Travis Isaacson seconded the motion. All in favor. Motion carried.**