

Draft

LEAMINGTON TOWN COUNCIL
Date & Time

TOWN COUNCIL MEETING

Those present:

Russ Finlinson, Mayor

Michael Lovell, Council Member, not present

Steven Holman, Council member,

Clark Nielson, Council Member,

John Pruitt, Council Member,

Ashlee Echols, Town Clerk/Recorder

Brittney Nielson, Treasurer

Todd Tolley, Town Resident, joined partway through

Hannah Christensen, Town Resident, joined near the end

Meeting called to order at 7:06

Bills: The bills were approved and signed.

Minutes: Steve motioned to approve March minutes, Clark seconded, all in favor; motion passed.

Fire Department:

Appoint Russ Wilcken as new Fire Chief: Dave Frandsen isn't retiring but no longer wants to be chief, so Russ Wilcken was voted in as the new chief at the last fire meeting. We need to write a letter to the county fire department saying the town council has appointed Russ Wilcken as the new fire chief & he has all the rights, privileges & vote at the chief meetings. Steve will write up & send the letter. Clark asked if the fire department votes for who they want but the mayor has the final say. Steve shares that either the fire chief or the mayor can attend chief meetings & vote, the town council & mayor must officially appoint the new chief. Steve motioned to appoint Russ Wilcken as the new fire chief, Clark seconded, all in favor; motion approved.

Russ believes Russ W. will be a great fire chief. Russ W. still has some training to go through, & Dave will still be around to help him learn. We had training last night at the fire department, red ^{Cap} clerk (?) training, people from the Richfield DNR office were in attendance. Landen Rowley was in attendance; he's over the 6-county fire wardens ~~there~~. He taught most of the training, in a way that was easier to understand than previous trainers. On the 24th the fire department

will be taking wildfire turnout measurements to get everyone outfitted. Russ is concerned we don't have the funds listed in the budget. We'll need to make a budget change for the fire department's expenses as right now we have 5 grand listed. We have plenty of money in the fire department fund, however, it's not listed as an expense for this year's budget.

Water & Garbage:

Update CIB & USDA projects: Cox ^{Construction} gave Russ a letter needing approval so they can get rid of the bonding to finish the water tank. Russ sent that info to Jones & Demille. Once they send him the data he needs, Russ will fill in the letter & send it to the bonding company for Cox. He doesn't have an exact date when Cox finished their project.

Todd turned the ^{new water} tank into the water system ^{on 4/10/25} yesterday. ^{also} He looked over everything ^{at the cemetery and} ran the sprinkler system. Russ shared the reason the bathrooms couldn't get water was that a valve had been shut off. Russ opened the big valve & water was coming into the ~~in tank~~ tank. Todd informed Russ it's because it's a drain valve so when the valve is opened the water drains out of the system & comes up through that standpipe. Clark asked if the batteries worked. Russ said he let Todd know that Clark had taken his meter & there were only 5 volts on the batteries. Todd said he would take a look & that the black piece of equipment is a charging unit for the batteries. Russ told Todd we thought it was missing one fuse. Todd said he turned the breaker system on & everything worked fine.

For the ~~pipeline~~ ^{valve access pipe} we need Wade Neilson to sign his paperwork on the deed ^{of} trust for the land, then get all that paperwork recorded in Filmore.

We have 3 air valves that we need to be better protected from the bulls at Spence Butlers property. Russ will talk to Spence to see what he accepts, Russ believes that he can use 6ft panels to put around them or a 16ft wire piece bent around it. Steve added that the wire would likely be smashed by the bulls but 6ft panels with a T-post would work well. Russ agreed & said that's what he will recommend to Spence that the town do.

Clark asked when Russ would like the prisoners to come clean at the cemetery. Russ said either the last weekend in April or the first weekend in May. Clark shared his schedule conflicts & the two decided the first weekend in May would be best as it only took the prisoners three hours to clean up the weeds last year & there is less this year.

We got approval for the well house so we can go out for bid on that now. We are trying to get temporary power out to a pole by the well. Brothersons is giving us a change order, but they must have CIB approve the change order to run the pipe from the wellhead to where the 6in line starts going up to the tank. We might have to buy a new fire hose to use when the well is turned on, it will discharge into the ^{tank property}

fire hose & run down to the Leamington ditch, until everything is plumbed in. If we buy fire hose, then it can be used at the fire house as they lost 16ft at one fire & 150-200ft of hose at another. If we had filed a claim, we could have had the fire hose replaced. Russ asked if the department needed new radios, but they said they might get pagers instead as there has been a problem with the 700-800 frequency range getting a lot of static.

Steve asked if it would be beneficial to use older fire hoses for the well & keep the new fire hose good. Russ said yes, we could take the old hoses off the truck to use for the well & get the truck new hoses. He believes we'll need about 250ft to get to the ditch. Steve said he could also ask if the plant has any old fire hoses. Russ said he also needs to call Cardwell's to get 200 gallons of gas in the tank & to fill up the diesel for the trucks. Steve said he would let her know right away so she can get it ordered.

Miscellaneous:

Appoint someone to the Mosquito Abatement Board: Russ ran an advertisement in the chronicle for the open position for 2 weeks as required. No one else applied for the position, Russ attended the last meeting & he needs to be appointed to the Mosquito Abatement Board to replace Don who has retired. The council members need to sign a letter confirming the appointment. That will fill the vacancy for now, if anyone wants to apply in the future Russ said he will gladly resign from the position & let someone else take over. Steve thanked Russ for doing that.

Easter Egg Hunt: We approved \$300 already for the easter egg hunt which will be held April 19th. There is a flyer in the post office advertising it. Lynndyl is combining with us this year & Russ is grateful for those that put the work in to have that done every year for our town.

6-county training in Richfield: Clark & Russ have signed up to go again this year. Russ encourages the rest of the town council to sign up as well.

PTIF paperwork submittal: Russ went to Salt Lake to look into the Public Treasures Investment Fund. Right now, on our \$250,000 CD we get 3.75%. If we want to use any of that we must cancel the whole CD & we lose interest in the CD by terminating it early before it comes due. However, a PTIF account is paying 4.55%, which is 0.8% more interest. In addition, if you need to take \$25,000 out all you need to do is send an email by a specified time & the next day the money will be in your bank account. Russ suggests when the CD comes due, we switch it over to a PTIF. We must fill out a paper that assigns Brittney as the person authorized to make transfers, have it notarized & sent to the state. Steve asked if we are waiting

to send that paperwork & Russ clarifies that we won't act until the CD comes due, he is bringing it to attention now because he believes it will be a beneficial move in the future. With a PTIF we only lose interest on the amount we take out vs with the CD we lose interest on everything. It's better to have access to our money to use when needed. The transfers are also quick & easy.

Ordinance update & review: No new ordinance work for this month

Discuss next year's budget numbers: Russ gave everyone a copy of the budget worksheet to fill out with his recommended numbers that they can review over the next month to discuss & recommend changes at next month's town council.

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| General property taxes | \$13,000 | General sales taxes | \$60,000 | Interest income | \$8,000 |
| Business licenses | \$150 | Building permits | \$600 | Water depreciation | \$40,000 |
| State grants (maintenance building & town hall) | \$159,829.30 -left to spend combined. | Class C roads | \$25,000 | Garbage | \$15,000 |
| Fire department grant | \$14,400 | Interest earnings | \$800 - Checking \$10,000 - CD | Water insurance | \$700 |
| Town hall income* | \$3,000 | General Leamarado sponsor donations* | \$1,000 | Fool Creek Water Systems | \$2,000 |
| Rodeo sponsors | \$3,000 | Museum income | 0 | Water contractual services | \$5,000 |
| Concessions* | \$2,000 | T-shirt sales | \$500 | Water testing | \$3,000 |
| Raffle sales | \$2,000 | Rodeo tickets | \$15,000 | Water utilities | \$5,000 |
| Dinner sales | \$15,000 | Rodeo | \$2,000 | Professional & technical | \$1,000 |
| Booth sales | \$150 | Trap shoot | \$100 | Water office supplies & postage | \$500 |
| Cemetery lot sales | \$500 | Admin salaries | \$12,000 | Water equipment & maintenance | \$5,000 |
| Employee benefits | \$900 | Travel conferences & training | \$1,250 | Water materials & supplies* | \$5,000 |
| Subscriptions/memberships | \$750 | Public notices | \$1,000 | Water travel, conferences & training | \$5,000 |
| Office expenses | \$15,000 | Admin supplies & equipment | \$500 | Fool Creek loan payment | \$4,000 |
| Admin planning & zoning | \$250 | Admin building permits | \$1,000 | Water salary & wages | \$12,000 |
| Admin utilities | \$5,000 | Admin telephone & | \$700 | Subscriptions & | \$500 |

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|---|----------|--|--------------------------|--|----------|
| | | internet* | | memberships | |
| Admon professional & technical | \$15,000 | CIB town hall state grants | \$93,800 – left to spend | Garbage revenue | \$14,000 |
| Admin insurance | \$7,000 | Admin misc. | \$100 | Other operating income from water rental | \$85,000 |
| Fire department travel conferences & training | \$750 | Bank charges* cash pull out for Leamarado Days | \$3,000 | Water employee benefits | \$1,000 |
| Fire equipment & supplies | \$5,000 | Fire fuel | \$2,000 | Water sales | \$70,000 |
| Fire public relations | \$500 | Fire utilities | \$2,000 | Connection fees | \$10,000 |
| Streets salaries | \$450 | Street employee benefits | \$35 | Cemetery supplies & maintenance | \$5,000 |
| Street repairs & maintenance* | \$40,000 | Street supplies | \$300 | Cemetery wages | \$2,400 |
| Streetlights | \$7,500 | Streets fuel | \$200 | Leamarado Days expenses | \$6,000 |
| Parks & rec. salaries | \$5,000 | Parks employee benefits | \$400 | Dinner | \$3,000 |
| Parks supplies & equipment | \$3,000 | Park repairs & maintenance* | \$1,000 | Rodeo | \$5,000 |
| Parks fuel | \$200 | Parks utilities | \$1,000 | Games | \$300 |
| Rural com grant* | \$0 | Park town activities | \$2,000 | Raffle | \$1,500 |
| Parks capital outlay | \$20,000 | Maintenance & storage building grant | \$61,000 – left to use | Trap shoot | \$500 |

*Town Hall Income: Russ believes it's better to have a lower income budget than to overestimate & not make it. Russ shares that this should increase once the bride's room is completed & we can increase our rental charge for weddings to \$500. Russ asked John how much we currently charge. John shared that a 3-day event for out-of-towners is \$300. John has noticed shock when he gives a quote for our town rental as we are way below other vendor locations. Clark asked what the cost is for residents & John shared it's \$150. Clark asked if we would increase the out of town to \$500 & in town to \$250. The council agreed.

*General Leamarado Sponsor Donations: Centracom wants to participate in the Leamarado days celebration by putting on a Saturday night movie with treats to advertise & sign people up for Centracom. Russ mentioned that Centracom wanted to offer burgers, but Russ told them not to because it would interfere with the food trucks revenue. Clark asked if Centracom was offering free burgers. Russ confirmed they were but that he didn't want them to as it would interfere with the food trucks & he is afraid the food trucks wouldn't participate at all. Clark shares that the whole idea of the celebration is for folks to come to town & that there would be more value with free hamburgers even if we lose money on it because

people are already putting big amounts of money into the rodeo. Russ shares that there is a lot of things going on that day. If Centracom puts on the movie & has a sign up on Saturday night, it's only the town people there, not everyone from out of town that is there only on Monday (Labor Day).

*Admin Telephone & Internet: Russ wants to talk to Centracom to see if they would give us free service at the maintenance building, fire house & town hall. Clark added that they can add the phone in place of Frontier. They can transfer the number & give us the phone. Russ said if that doesn't work out, we'll need to start paying for it. With ~~Frontier~~ we don't pay for the town hall right now. Russ is not sure what Centracom will agree to yet. Steve adds that we can include it in the budget even if we won't use it.

*Street Repairs & Maintenance: The \$40,000 will cover the chip & seal and potholing on Juniper Heights as well as extending the pipes on each side of 500 W & putting up guardrails. Russ would like to build a wall to prevent erosion off the hill. We have over \$100,000 right now in the road fund so we are in good shape to take care of our roads.

*Parks Repairs & Maintenance: Russ believes that at some point we'll need to put money in for bleachers. Right now, there is a tin flapping on the announcement roof that needs to be screwed down. Russ suggests that the rodeo committee repair that roof. Steve offered to do it.

*Rural Com Grant: They sent us the final check for that grant. We need to finish the plumbing in the bathroom. Russ has the sheetrock installed, it needs to be textured, painted & have the flooring done before the vanity can go in. Todd asked what flooring would be put in the bathroom. Russ responded that he's using laminate flooring. If the floor's level he'll go ahead and install it, if not, he'll use some self-leveling cement. Todd said it's a good plan & that they can plumb the piping. Russ said it needs to be plumbed in because there is a smell coming up from the baptismal font that hasn't been plugged off. Todd said he talked to Jake today about running it. Russ says it's plumbed & just needs the toilet. He used the money up to \$20,000 for the sheetrock & Russ's work in there but he reserved enough for Todd to finish the plumbing. Todd asked if it was all finalized & Russ shared that the grant had to be finalized & filed by January 30th to receive the money, so he got a receipt & said he'd use Todd. Todd asked if we need the generator on for rural opportunity grant. Russ said the generator is for the town hall grant not the rural opportunity grant which was \$20,000 for the bride's room. We still have \$98,300 for the town hall to replace all electrical panels & wire the museums electrical. Russ figures we have \$20,000 left for electrical. Then the emergency generator set up to run the grinder. Todd asked if it would be a permanent or moveable generator. Russ said yes it would be permanent, up against the wall by the grinder. He believes there is enough room to get that set in & all the

electrical wired in to that panel to have an emergency backup for the refrigerator & grinder.

*Parks Capital Outlay: To replace bleachers or to pipe the ditch in the back. The outdoor recreation grant was turned down, so we'll need to do it ourselves. We have 3 funds water, capital, & checking account. Russ wants to check with Kimbal & Roberts about what it would take to get a cemetery fund. When we put all the checks into it, Russ would like them to go into a cemetery fund just like for fire so that the money is kept track of separately. Then any donations can go into the cemetery fund, like an endowment fund so it can pay for & maintain things for the cemetery. Russ is thinking of putting \$50,000 into that fund ^{from Bob Carlitz} for Mont when he dies as an endowment fund, so we have money available to take care of the cemetery.

We have a line for transfers to the water fund, but we don't have a transfer to the general fund line or to the capital fund. We put money into the water fund but pay for everything from the general fund. Russ believes we should have lines for each of those to keep better track of the money for these funds. Clark asked if we transfer money from the water fund to the general & use it for anything other than water expenses, do we have to have an open meeting. Russ confirmed that we do. He is concerned that we only write checks from the general fund but we don't transfer any money from the water fund to cover those costs. He wants us to have Pelorus add some lines in there for that. Steve clarifies this is to track the transfers.

*Water materials & supplies: Russ believes if we get the work done on the new water meter systems, we won't have many expenses after that. Todd shared that we shouldn't have many expenses but that we never know what can happen, we have it covered though. Russ agreed.

Russ shares that these numbers are his estimates, he'd like everyone to go over it & suggest any changes they believe are needed. In May we have to go over the whole budget, June we have a public hearing on the budget, end of June it must be submitted to the state.

Resident Questions: Hanna wanted to thank the town council for allowing her to hold the book exchange at the town hall for no charge & store the books there afterward. She asked if she needed to take the books out now or if they can continue to stay if we do another book exchange again. Russ said yes, the books can stay & she's welcome to do them again. Clark asked if the book exchange was advertised on Facebook & Hannah said yes, she had posted it there. Clark said he isn't on Facebook, but he'd heard there was some sort of book exchange going on. Todd asked when the next one will be, Hannah said she isn't sure yet, she wanted to make sure it was okay that she do another one. She shared that some people

were wondering if in the future there could be a community yard sale with clothes, furniture, etc. Russ said yes but that it would need to be outside. We don't want book exchange outside to protect the books. He likes the idea of a little book stand/lending library outside the town hall for residents to exchange books. Hannah asked if there was something already built to do that. Russ said no, he's seen them in a magazine & believes they are a good idea. Russ is all for promoting reading in our community. Hannah asked if we hold a yard sale, can we use the tables from in the town hall outside. Russ said it would need to go through the council but that we have a nice lawn that things can be placed on. He would prefer a gathering at the town hall property rather than a yard sale down a street. Steve adds that it would be like a town swap meet. Russ adds that the town property should be used for town stuff going on. Hannah asked if she needs to reserve & pay for the town hall if the event is meant for the whole town. Steve said that as long as it's for the whole town & the town hall is not already reserved for an event, it shouldn't be a problem. Clark added to talk with John about the schedule. Russ added that we don't want to turn the town hall into a weekly swap meet like some places up north, to keep it to a couple times a year.

John is getting more frequent calls for tours at the museum. People see the sign & think it's an operating museum. Russ shares that it's a person by person, group by group basis. When we get a call, ask when they'd like to see the museum then we get a key from Mont. For smaller groups we don't need to get everything set up, they can simply look around. Russ has done that about 4 times. John clarified that when he gets calls to view the museum, he can call Mont to open the place up. Russ confirmed. Steve wondered if we should get a copy of the key from Mont for John to do tours. In case John can't get a hold of Mont & needs to do a tour. Since that is under John's jurisdiction as a council member. John said that would be helpful. He wondered at the status of the museum. Russ said the museum is very protected by those who built it, that's why we call Mont to get the key. Mont won't give a key, he will allow someone to pick up the key from his home to go through the museum, but he won't give you a copy. Steve suggested we talk with Mont about getting a key for the council. Russ added that if it's a larger group that wants to go through & Mont is available, he will open the museum, set everything out, & field a bigger tour.

John adds after rental events most groups are very good at cleaning up, but some are not. He would like to post an appropriate cleaning checklist for those that rent the town hall. Russ told him he could post it on the door to the cleaning cabinet. Steve suggested that we increase the cleaning deposit to be bigger than the rental fee. He reminded them of a group that told us to keep the \$50 deposit, they went

home without any cleaning & it was a mess. He believes we should make the deposit large enough that people will want it back, so they do clean the building after their events. He believes if the rent is \$150 then the deposit should be \$150 then after the event if they clean up well, they get half their money back. When the deposit is so low he believes people don't care & would prefer to give up the money vs spending their time cleaning up. John asked regarding that, what is the proper procedure for refunding that deposit. If someone has scheduled an event 2-3 months before, they've already paid for it with a deposit, the event comes, is over & they clean up very well, how do we get the deposit back to them. Steve & Russ say to get a check from Ashlee. Ashlee asks if there is a line item for that in the ledger. Russ said that it can go under town expenses. Ashlee shares her concern about how she should process it as it's not an invoice but a refund. She shares that she will call Pelorus to ask how they would recommend doing it. Russ agrees with that plan.

Hannah adds that she has one more question. Some community members have asked about holding a game night for the town, if that would be appropriate as well as like a movie night. Russ shares that Centracom will be holding a movie night Leamarado Day weekend. Steve clarifies that Hannah means throughout the year. Hannah adds through the summer. Russ says yes, we used to have someone bring a movie screen & host a movie night. Clark adds that it was Joe Pruitt who had the screen & organized movie nights in the past. Hannah asked if it's okay to start those kinds of town events again. Russ said yes, that Centracom will be hosting a movie night the Saturday before Leamarado Day. Steve added that if she wanted to organize an event for the town, she was welcome. Ashlee asked if she would need to pay for those types of events. Steve & Russ said no. Steve added that if the park is empty anyone can do what they want. Russ added that they did these events but the turnout was so poor, Joe decided not to continue holding them. Clark said that some people aren't on social media so advertising them another way would be better. The church would be a good place to let people know but not everyone is involved. Hannah wondered about putting a flyer in the post office, if that would be better. Steve suggested Hannah set her expectations to if it's just her family at these events it's okay but if others show up great. Russ shared that we have a baseball diamond, but it doesn't get used because of sand burrs. People use the Lynndyl field instead. Russ is meeting with a guy about a community parks grant. Oak city is applying for one. Russ would like to convert the basketball court to a tennis/pickle ball court, with a fence & lighting. A cornhole set up & benches. Then he'd like to get this ground from the church, add a sprinkler system, soccer/baseball field, an archery range, nice fencing around. We hope we can get this done with the outdoor recreation grant and couple it with the community park

grant but we must come up with 20%. We believe this project would be about \$400,000. We could also request a \$300,000 CIB grant so we'd only need a \$100,000 community park grant so we would only need to put in \$20,000 for the whole project.

Steve motioned to adjourn, Clark seconded, all in favor; motion passed.