

The following are the approved minutes of the Centerfield City Council meeting held May 20, 2026 in the Centerfield City Hall. Those in attendance; Mayor Travis Leatherwood, Brittney Fisher, Sherry Frasier, Jon Hansen, and Bart Hammond. Absent Ryan Smith.

Other employees in attendance: Stewart Jensen, Jonah Christensen, Lacey Belnap & Randi Hunt

Meeting is being conducted by Mayor Travis Leatherwood
Meeting opened at 7:00 PM.

- 1- Roll Call
- 2- Pledge of Allegiance - Councilman Hansen
- 3- Invocation - Councilman Hammond

Minutes of April 15, 2026

Councilman Hansen moved to approve the minutes from April 15, 2026 with the exception of fixing a typo Councilwoman Frasier will notify Reorder Belnap of. Seconded by Councilman Hammond. Carries 4-0.

Desirae Christiansen- Building Permit- Addition

Andy & Desirae Christiansen are in attendance for a building permit for an addition at 45 East 100 North. They would like to add a kitchen and a bathroom. They will update the plans on ZipFlow. Once the building is occupied, rates will be changed from commercial to residential.

Councilman Hammond made a motion to approve an addition for Desirae Christiansen at 45 East 100 North. Seconded by Councilman Frasier. Carries 4-0.

Gable Briggs- Building Permit- Basement Entrance

Gable Briggs is in attendance for a building permit for a basement entrance at 310 South 100 West.

Councilman Hansen made a motion to approve a building permit at 310 South 100 West for Gable Briggs for a basement entrance. Seconded by Councilman Fisher. Carries 4-0.

Planning & Zoning Board Member Application- Jacob Hatch

Jacob Hatch submitted an application to be on the planning and zoning board.

Councilwoman Fisher made a motion to appoint Jacob Hatch to the planning & zoning board. Seconded by Councilwoman Fisher. Carries 4-0.

Gunnison Valley Police Department Report Chief Adamson

Gunnison Valley Police Department Chief Adamson is in attendance to give a report. Everything is going well, nothing crazy happened during the month of April.

Gunnison Valley Fire Department Report Chief Hansen

Gunnison Valley Fire Department Chief Hansen is in attendance to give a report. The new engine will be here within the next 2 ½ weeks. Chief Hansen asked the maintenance guys to check all the fire hydrants and make sure they are in working order.

PUBLIC HEARING 2026-2027 Tentative Budget

Mayor, staff and council reviewed the tentative FY 2026–2027 budget, highlighting significant operational and capital funding challenges across multiple funds. Accountant Gary Keddington emphasized that the budget is preliminary and will require further adjustments prior to adoption to achieve a balanced budget as required by state law.

Key budget items discussed included:

- **General Fund:**

The proposed budget is currently out of balance and will require approximately \$21,000 in reductions or revenue adjustments prior to final adoption. Council was advised to review departmental budgets and identify potential reductions.

- **Police Services:**

An anticipated increase of approximately \$29,200 in contributions to the Gunnison Valley Police Department was noted.

- **Recreation / Special Events:**

Harvest Festival and Youth Council funds were separated for improved tracking, including a \$3,500 break-even allocation for the Harvest Festival and \$1,000 for Youth Council programming.

- **Water Fund:**

Major capital costs include approximately \$2.2 million for water line construction, offset by grant/loan funding. The fund remains stable with a small reserve, though \$20,000 was allocated for potential system repairs.

- **Sewer Fund:**

Ongoing lagoon and sewer treatment system issues were discussed, including cell maintenance and sludge removal challenges. The city's share of costs (approximately 13%) could result in up to \$30,000 in additional expenses. Staff noted the fund remains close to break-even but is sensitive to unexpected costs.

- **Irrigation Fund:**

The irrigation system is projected to operate at a deficit of approximately \$52,000 due to new loan payments, meter installation costs, and increased operational expenses. Staff discussed ongoing meter installation progress (approximately 42–54 meters installed per

month) and a deadline to complete remaining installations by October. Additional software integration and potential rate increases were discussed to stabilize the fund.

- **Solid Waste / Sanitation:**

The city continues to function as a pass-through for landfill and sanitation costs. The system is currently operating at an estimated annual deficit of approximately \$24,000 due to rising landfill and fuel surcharge costs. Staff noted the need for potential rate adjustments and reserve planning to offset future fuel fluctuations and cleanup costs.

Additional Discussion Points:

- Separation of Class B and C road funds into a dedicated account for compliance and tracking.
- 2.5% cost-of-living adjustment included for employees.
- No grant revenues or expenditures were included in the tentative budget unless formally awarded.
- Ongoing concerns regarding increasing utility, landfill, and operational costs across departments.
- Emphasis on maintaining balanced budgets through rate adjustments, cost control, and prioritization of essential services.

Councilwoman Fisher made a motion to go into a public hearing Seconded by Councilman Hammond at 8:19 PM. Carries 4-0. Roll call vote yea- Councilwoman Fisher, Councilman Hansen, Councilman Hammond and Councilman Frasier.

Discussion included sanitation fuel surcharges, landfill fee structures, and equity of billing for garbage collection. Council and staff discussed the need for possible rate adjustments and reserve planning to address rising operational costs and maintain fund stability.

Gable Briggs asked about the fuel surcharge and if there are any other companies for the garbage services. Councilwoman Fraiser asked about the landfill charge.

Councilman Hansen made a motion to go out of a public hearing. Seconded by Councilwoman Frasier at 8:31 PM. Carries 4-0. Roll call vote yea- Councilwoman Fisher, Councilman Hansen, Councilman Hammond and Councilman Frasier.

Councilman Hansen made a motion to adopt the 2026-2027 tentative budget. Seconded by Councilwoman Fisher. Carries 4-0.

Policies- Cash Receipting and Deposit Policy

Councilman Hansen made a motion to approve the Centerfield City Cash Receipting and Deposit Policy. Seconded by Councilwoman Frasier. Carries 4-0.

Conflict of Interest Policy

Councilwoman Fisher made a motion to approve the Centerfield City Conflict of Interest Policy. Seconded by Councilman Hansen. Carries 4-0.

Credit Card Policy

Councilman Hansen made a motion to approve the Centerfield City Credit Card Policy. Seconded by Councilwoman Fisher. Carries 4-0.

Personal Use of Entity Assets Policy

Councilwoman Frasier made a motion to approve the Centerfield City Personal Use of Entity Policy. Seconded by Councilman Hansen. Carries 4-0.

Information Technology & Computer Security Policy

Councilwoman Fisher made a motion to approve the Centerfield City Information Technology & Computer Security Policy. Seconded by Councilman Hammond. Carries 4-0.

Travel Policy

Councilman Hansen made a motion to approve the Centerfield City Travel Policy with the strikeout of the 50-mile radius. Seconded by Councilman Hammond. Carries 4-0.

Procurement Policy

Not ready to present yet.

Unfinished Business/Report of Council Members

Brittney Fisher-

Councilwoman Fisher reported that a citizen has expressed interest in developing a skate park in Centerfield and is willing to assist with preliminary work, including grant applications, design planning, and fundraising efforts. The citizen may also have access to private grant opportunities through their employer. Councilwoman Fisher asked for initial feedback from the council before the project moves further forward.

Council discussion included potential locations, funding opportunities, liability concerns, and long-term maintenance requirements. It was noted that a concrete skate park may require less maintenance than metal structures such as those used in Gunnison. Council members expressed support for encouraging community involvement and appreciated the citizen's initiative and willingness to pursue grants and gather community support through petitions.

The council also discussed the possibility of applying for outdoor recreation grants to supplement any private funding received. It was noted that the project would likely still be at least a year away from development if pursued further.

Jon Hansen-

Councilman Hansen asked for an update on the city's meter installation progress. Staff reported that 54 meters were installed during the first month and 42 additional meters were installed the following month. Councilmembers thanked staff for their continued work and encouraged them to keep progressing.

Discussion also focused on current irrigation water shortages and water management concerns. It was reported that irrigation water was currently shut off to allow the ponds to refill, with hopes to resume service sometime the following week. Council members noted concerns about limited water supplies and excessive water use by some residents, emphasizing the need for better public education regarding water conservation and allocations.

Staff explained that the new metering system and monitoring program would allow water usage to be tracked on a weekly basis rather than monthly, helping identify overuse more quickly. The staff discussed potential enforcement measures, including penalties or temporary shutoffs for users who exceed their allocations until usage balances are restored. Further discussion regarding irrigation water issues will be discussed at a later meeting.

Bart Hammond-

Councilman Hammond asked for an update on the progress of the sewer treatment process currently being implemented. Staff explained that the treatment involves adding a powdered product into a tank where it is continuously distributed into the system. An initial "boost" treatment was also completed using tablets placed around the outside area to help start the treatment process more effectively.

Councilmembers requested updates on the effectiveness and progress of the treatment at the next City Council meeting. Staff indicated they would provide additional information and a timeline as updates become available.

Sherry Frasier-

Councilman Frasier encouraged everyone to attend the training's offered. Councilwoman Frasier has attended two the past couple months and learned a lot from both. She is going to type up some notes from them and share with the council.

Public Works

Public works employees discussed the potential future upgrade of meter infrastructure for both culinary and irrigation systems, including the possibility of transitioning to MIU that would provide real-time or near real-time water usage data. Staff noted that such a system would allow both culinary and irrigation usage to be viewed together, improving efficiency, leak detection, and reducing the need for manual meter reading.

The estimated cost for a full system-wide upgrade was discussed at approximately \$130,000 to replace all existing culinary meter readers and associated components, with additional costs depending on installation requirements and equipment modifications.

Councilmembers acknowledged the benefits of the system but agreed it is a longer-term improvement and not an immediate project due to cost considerations. Staff suggested keeping the idea in consideration for future budgeting or incorporating it into larger infrastructure projects.

Staff also provided a brief update on ongoing water system improvements, including installation of new water lines and excavation work near the dairy road area, as well as preparation for additional pipeline replacement work in nearby areas.

Councilwoman Fisher made a motion to go into a closed session to discuss the character, professional competence, or physical or mental health of an individual at 9:16 PM. Seconded by Councilman Hammond. Carries 4-0. Roll call vote yea- Councilwoman Fisher, Councilman Hansen, Councilman Hammond and Councilman Frasier.

Councilwoman Frasier made a motion to go out of a closed session to discuss the character, professional competence, or physical or mental health of an individual at 9:51 PM. Seconded by Councilman Hammond. Carries 4-0. Roll call vote yea- Councilwoman Fisher, Councilman Hansen, Councilman Hammond and Councilman Frasier.

Back in the regularly scheduled meeting at 9:55 PM. During the city's budget review with accountant Gary Keddington, it was discovered that a city employee had been overpaid in one area for a period of time. After researching the matter and meeting with the employee, the council determined the overpayment was an honest mistake with no malicious intent involved. The council agreed that the overpaid amount should be repaid, preferably within a 12-month period, though terms could be negotiated if needed. Council members also discussed the best repayment method to avoid unfair tax consequences for the employee. Rather than requiring direct repayment with after-tax dollars, it was suggested that repayment occur through a reduction in future payroll over the 12-month period. This approach would allow the employee's W-2 wages and taxes to adjust appropriately. The council generally agreed this would be the fairest solution and planned to discuss the arrangement with the employee. The accountant stated that accounting and oversight procedures have now been adjusted so the issue can be properly tracked and prevented in the future.

Councilman Frasier made a motion to adjourn the meeting. Seconded by Councilwoman Fisher. Carries 4-0. Meeting adjourned at 10:01 PM.

Lacey Belnap Lacey Belnap, City Recorder

Travis Leatherwood Travis Leatherwood, Mayor

4/3/2026 Approval Date