



**EPHRAIM CITY COUNCIL  
WORK MEETING AGENDA  
Council Chambers – Ephraim City Hall  
5 South Main, Ephraim, Utah  
Wednesday, May 20, 2015  
5:30 PM**

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## **CALL TO ORDER**

## **ROLL CALL**

### **I. DISCUSSION AGENDA**

- A. Policy Review – Employee Residence Requirements**
- B. Policy Review – Internal Job Postings**
- C. Vendors on City Property**
- D. Agenda Review**

## **ADJOURNMENT**

In Accordance with the Americans with Disabilities Act (ADA) this facility is wheelchair accessible and handicap parking is available. Request for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact the city office at 283-4631 for information or assistance.

## **CERTIFICATE OF POSTING**

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted this 15<sup>th</sup> day of May, 2015. A copy was also provided to the local media and posted on the Utah State website.

LEIGH ANN WARNOCK  
EPHRAIM CITY RECORDER





**EPHRAIM CITY COUNCIL  
REGULAR MEETING AGENDA  
Council Chambers – Ephraim City Hall  
5 South Main, Ephraim, Utah  
Wednesday, May 20, 2015  
6:00 PM**

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**CALL TO ORDER**

**OPENING CEREMONY**

The Ephraim City Council invites any community organization, church, or individual resident to present a thought, reading, or invocation in the opening ceremony portion of the public meeting. Those wishing to participate in an Opening Ceremony should contact the City Recorder by the Friday morning preceding the meeting. City Council meetings are held the first and third Wednesdays of each month.

**ROLL CALL**

**PUBLIC COMMENT**

Members of the public may address the City Council on matters not listed on the agenda. Those interested should fill out a public comments form to be given to the Mayor prior to the meeting. Each individual will have five minutes to address the Council and may submit documents outlining their issue. The Council cannot take legal action on public comment at this time. At the conclusion of each Public Comment, the Council may respond to criticism made by those who have addressed them, may ask staff to review a matter or may ask that a matter be placed on a future agenda. All City Council meetings are recorded.

## **I. PRESENTATIONS**

- A. Charter School

## **II. MOTION AGENDA**

- A. Approval of the May 19, 2015 Warrant Register**
- B. Approval of the Minutes of the following City Council Meetings:**
  - 1. May 12, 2015 Budget Work Meeting
- C. Approval of Staff Recommendations:**

- 1. Mike Barton: Easement Encroachment Agreement**

- Review and possible motion approving and allowing a proposed building by Mike Barton to encroach into an existing sewer easement at approximately 15 West 200 South, by way of entering into a formal agreement which will run with the property. (Bryan Kimball)

- 2. Larson and Company: Auditing Services**

- Motion to extend the auditing services of Larson and Company for the next three fiscal years. (Steve Widmer)

- 3. Legal Services**

- Award legal candidate from the Legal RFP's received. (Brant Hanson)

- 4. Contract: Fabrication of Sewer Inlet Screen**

- Award bid to fabricate a galvanized inlet screen for the sewer treatment facilities to low bidder Aurora Welding for \$1,637.10, as part of the sewer treatment expansion project.(Bryan Kimball)

- 5. Budget Wrap Up**

## **III. RESOLUTION AGENDA**

- A. ECR 15-04: Water Conservation Plan Update**

- Approve resolution to accept the updated water conservation plan, in accordance with State requirements. (Bryan Kimball)

#### **IV. APPOINTMENTS AND COUNCIL REPORTS**

Discussion and possible action on the following items:

- A. Appointments
- B. Council Reports
  - 1. City Council may report on meetings/events attended and issues discussed in meetings/events attended by a Councilmember in their official capacity as the City's representative.
  - 2. City Council questions regarding the update must be limited solely for clarification purposes. If further discussion is warranted, the issue will be added to a future agenda for a detailed briefing.
  - 3. City Council request for agenda items to be placed on future Council Meeting agendas.

#### **V. DEPARTMENT REPORTS**

Department Heads and Administration have an opportunity to report.

#### **VI. SUMMARY OF CURRENT EVENTS**

This is the City Manager's opportunity to give notice to the City Council of current events impacting the City. Comments are intended to be informational only and no discussion, deliberation or decision will occur on this item.

#### **VII. CLOSED SESSION**

The Council may vote to discuss certain matters in Closed Session pursuant to Utah Code annotated 52-4-5 and will determine if any action should be taken from items discussed during the Closed Session at that time.

#### **ADJOURNMENT**

From time to time, matters are discussed by the City Council that do not appear on the posted agenda. Items that require/request action taken by the City Council will appear in the posted agenda. Submitted Action Items for the Council agenda must be received by the City Recorder's office by the Friday prior to the Council meeting and should be accompanied by any and all supporting written documentation. Without such documentation, the recorder reserves the right to postpone the hearing of any item until such documentation has been submitted.

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LEIGH ANN WARNOCK  
EPHRAIM CITY RECORDER

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ALSCO</b>							
325	ALSCO	1615279	LIBRARY-MATS	05/11/2015	40.00	.00	
325	ALSCO	1618186	GEN GOVT-CITY HALL MATS	05/11/2015	36.71	.00	
Total ALSCO:					76.71	.00	
<b>ARNOLDSSEN, JULI</b>							
12249	ARNOLDSSEN, JULI	1505	YOUTH CITY COUNCIL-SUPPLI	05/08/2015	230.12	.00	
Total ARNOLDSSEN, JULI:					230.12	.00	
<b>AUDIO EDITIONS</b>							
550	AUDIO EDITIONS	1546437	LIBRARY-BOOKS	05/07/2015	87.95	.00	
Total AUDIO EDITIONS:					87.95	.00	
<b>AUTO ZONE</b>							
13207	AUTO ZONE	8706322890	SEWER-EQUIPMENT SUPPLIES	05/06/2015	6.71	.00	
13207	AUTO ZONE	876323348	WATER- EQUIP SUPPLIES & MA	05/07/2015	6.23	.00	
Total AUTO ZONE:					12.94	.00	
<b>BAHLMAN, SHIRLEY</b>							
625	BAHLMAN, SHIRLEY	1505	SCAND FESTIVAL-ENTERTAIN	05/12/2015	66.67	.00	
Total BAHLMAN, SHIRLEY:					66.67	.00	
<b>BAHLMANN, MICHAEL</b>							
13773	BAHLMANN, MICHAEL	1505	SCAND FESTIVAL-ENTERTAIN	05/12/2015	66.67	.00	
Total BAHLMANN, MICHAEL:					66.67	.00	
<b>BALHARITH, ABDULLAH M</b>							
14323	BALHARITH, ABDULLAH M	1505	ELECTRIC-UTILITY DEPOSIT R	05/12/2015	4.82	.00	
14323	BALHARITH, ABDULLAH M	1505	WATER-UTILITY DEPOSIT REF	05/12/2015	30.00	.00	
Total BALHARITH, ABDULLAH M:					34.82	.00	
<b>BLACKHURST, JOSHUA</b>							
14311	BLACKHURST, JOSHUA	1505	ELECTRIC-UTILITY DEPOSIT R	05/06/2015	74.52	.00	
Total BLACKHURST, JOSHUA:					74.52	.00	
<b>BRINDLEY, BLAKE &amp; KORRYN</b>							
14319	BRINDLEY, BLAKE & KORRYN	1505	ELECTRIC-UTILITY DEPOSIT R	05/08/2015	58.72	.00	
Total BRINDLEY, BLAKE & KORRYN:					58.72	.00	
<b>CASELLE</b>							
1365	CASELLE	64830	GEN GOVT-SOFTWARE SUPPO	05/01/2015	923.00	.00	
Total CASELLE:					923.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>CENTER POINT LARGE PRINT</b>							
1413	CENTER POINT LARGE PRINT	1286673	LIBRARY-BOOKS	05/01/2015	41.94	.00	
Total CENTER POINT LARGE PRINT:					41.94	.00	
<b>CENTRAL ELECTRIC SUPPLY CO.</b>							
1415	CENTRAL ELECTRIC SUPPLY C	121413	POWER-CAPITAL OUTLAY-STR	05/11/2015	89.85	.00	
Total CENTRAL ELECTRIC SUPPLY CO.:					89.85	.00	
<b>CHRISTENSEN READY MIX, INC.</b>							
1590	CHRISTENSEN READY MIX, INC	15-7000	POWER-DEPT SUPPLIES	04/29/2015	448.00	.00	
Total CHRISTENSEN READY MIX, INC.:					448.00	.00	
<b>CHRISTENSEN, ALYSSA</b>							
14307	CHRISTENSEN, ALYSSA	1505	ELECTRIC-UTILITY DEPOSIT R	05/06/2015	37.68	.00	
Total CHRISTENSEN, ALYSSA:					37.68	.00	
<b>CODALE ELECTRIC SUPPLY, INC</b>							
1715	CODALE ELECTRIC SUPPLY, IN	S5382406.001	POWER-CAPITAL OUTLAY-STR	05/04/2015	643.00	.00	
Total CODALE ELECTRIC SUPPLY, INC:					643.00	.00	
<b>DAILEY, AMBER</b>							
14159	DAILEY, AMBER	1505	RESTITUTION-A.ROSQUIST#13	05/15/2015	40.00	.00	
Total DAILEY, AMBER:					40.00	.00	
<b>DANIELS, CORY</b>							
2075	DANIELS, CORY	1505	POWER-EMPLOYEE MEETING-	05/06/2015	109.93	109.93	05/06/2015
Total DANIELS, CORY:					109.93	109.93	
<b>DAVIES, BARBARA</b>							
2137	DAVIES, BARBARA	1505	ADMIN-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total DAVIES, BARBARA:					30.00	.00	
<b>DAVIS, DAKOTA</b>							
13771	DAVIS, DAKOTA	1505	SCANDINAVIAN FESTIVAL-ENT	05/12/2015	66.67	.00	
Total DAVIS, DAKOTA:					66.67	.00	
<b>DIAMOND LAKE BOOK CO</b>							
2255	DIAMOND LAKE BOOK CO	55005	LIBR-BOOKS	04/27/2015	83.75	.00	
Total DIAMOND LAKE BOOK CO:					83.75	.00	
<b>DIAMOND RENTAL</b>							
2257	DIAMOND RENTAL	256719-17	SCANDINAVIAN FESTIVAL-STA	05/11/2015	4,573.69	.00	
Total DIAMOND RENTAL:					4,573.69	.00	
<b>DIX, BRENT LOEHR</b>							
14314	DIX, BRENT LOEHR	1505	ELECTRIC-UTILITY DEPOSIT R	05/08/2015	90.00	.00	
14314	DIX, BRENT LOEHR	1505	WATER-UTILITY DEPOSIT REF	05/08/2015	6.45	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total DIX, BRENT LOEHR:					96.45	.00	
<b>DUTSON, MATTHEW</b>							
14318	DUTSON, MATTHEW	1505	ELECTRIC-UTILITY DEPOSIT R	05/08/2015	64.62	.00	
Total DUTSON, MATTHEW:					64.62	.00	
<b>ELECTRICAL WHOLESALE SUPPLY OF UTAH</b>							
2555	ELECTRICAL WHOLESALE SUP	909290087	AIRPORT-SECURITY LIGHTING	05/06/2015	962.00	.00	
2555	ELECTRICAL WHOLESALE SUP	909297014	POWER- DEPARTMENT SUPPLI	05/06/2015	192.00	.00	
2555	ELECTRICAL WHOLESALE SUP	909304420	POWER-CAPITAL OUTLAY-STR	05/07/2015	43.40	.00	
2555	ELECTRICAL WHOLESALE SUP	909304421	POWER-CAPITAL OUTLAY-STR	05/07/2015	592.00	.00	
Total ELECTRICAL WHOLESALE SUPPLY OF UTAH:					1,789.40	.00	
<b>EPHRAIM TIRE PROS &amp; SERVICE</b>							
14029	EPHRAIM TIRE PROS & SERVI	60328	CEMETERY-EQUIP SUPPLIES &	04/08/2015	59.99	.00	
14029	EPHRAIM TIRE PROS & SERVI	60377	CEMETERY-EQUIP SUPPLIES &	04/13/2015	133.98	.00	
14029	EPHRAIM TIRE PROS & SERVI	60616	REC-EQUIP SUP & MAINT	04/30/2015	539.88	.00	
Total EPHRAIM TIRE PROS & SERVICE:					733.85	.00	
<b>GRYFFYN ENTERPRISES</b>							
14256	GRYFFYN ENTERPRISES	15	POL-DARE SHIRTS	05/15/2015	519.75	.00	
Total GRYFFYN ENTERPRISES:					519.75	.00	
<b>GUNNISON IMPLEMENT CO.</b>							
3315	GUNNISON IMPLEMENT CO.	303545	CEMETERY-EQUIP SUPPLIES &	04/29/2015	267.45	.00	
3315	GUNNISON IMPLEMENT CO.	303545	LIBRARY-EQUIP SUPPLIES & M	04/29/2015	267.45	.00	
3315	GUNNISON IMPLEMENT CO.	303545	PARKS-EQUIPMENT MAINTENA	04/29/2015	267.45	.00	
Total GUNNISON IMPLEMENT CO.:					802.35	.00	
<b>HAMMER, AMBERLE</b>							
14066	HAMMER, AMBERLE	1505	SCANDINAVIAN FESITVAL-STO	05/12/2015	66.67	.00	
Total HAMMER, AMBERLE:					66.67	.00	
<b>HANSON, BRANT</b>							
14141	HANSON, BRANT	1505	ADMIN-CLOTHING	05/07/2015	30.00	.00	
Total HANSON, BRANT:					30.00	.00	
<b>HAUGHTON, BARRETT</b>							
13914	HAUGHTON, BARRETT	1505	SCAND FEST-ENTERTAINMENT	05/12/2015	66.67	.00	
Total HAUGHTON, BARRETT:					66.67	.00	
<b>HORSESHOE MOUNTAIN HARDWARE</b>							
3680	HORSESHOE MOUNTAIN HARD	950904	AMPITHEATER-CAPITAL OUTLA	05/05/2015	70.98	.00	
Total HORSESHOE MOUNTAIN HARDWARE:					70.98	.00	
<b>INGRAM LIBRARY SERVICES</b>							
3875	INGRAM LIBRARY SERVICES	84974804	LIBRARY-BOOKS (GRANT)	04/30/2015	15.19	.00	
3875	INGRAM LIBRARY SERVICES	84983474	LIBRARY-BOOKS	05/01/2015	9.35	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
3875	INGRAM LIBRARY SERVICES	84983475	LIBRARY-STORY HOUR	05/01/2015	89.10	.00	
3875	INGRAM LIBRARY SERVICES	84995390	LIBRARY-BOOKS (GRANT)	05/03/2015	13.24	.00	
3875	INGRAM LIBRARY SERVICES	85034514	LIBRARY-BOOKS	05/05/2015	10.56	.00	
3875	INGRAM LIBRARY SERVICES	85034515	LIBRARY-STORY HOUR	05/05/2015	48.26	.00	
Total INGRAM LIBRARY SERVICES:					185.70	.00	
<b>JACK'S TIRE &amp; OIL</b>							
4037	JACK'S TIRE & OIL	319051-14	WATER-EQIP SUPPLIES & MAIN	04/09/2015	311.36	.00	
4037	JACK'S TIRE & OIL	324056-14	ADMIN-CAR TIRES	04/27/2015	946.72	.00	
Total JACK'S TIRE & OIL:					1,258.08	.00	
<b>JOHNSON, ANTHONY</b>							
14324	JOHNSON, ANTHONY	1505	SCAN FEST-BALLOON	05/15/2015	200.00	.00	
Total JOHNSON, ANTHONY:					200.00	.00	
<b>JORDAN, TRISTA</b>							
14162	JORDAN, TRISTA	1505	POLICE-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total JORDAN, TRISTA:					30.00	.00	
<b>KIMBALL, BRYAN</b>							
4475	KIMBALL, BRYAN	1505	ADMIN-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total KIMBALL, BRYAN:					30.00	.00	
<b>KOPY KATZ</b>							
11800	KOPY KATZ	4559	REC-TRACK & FIELD-FLIERS	04/21/2015	12.75	.00	
11800	KOPY KATZ	4583	NON-DEPT-MISS EPHRAIM-PR	04/30/2015	86.06	.00	
Total KOPY KATZ:					98.81	.00	
<b>L N CURTIS &amp; SONS</b>							
4560	L N CURTIS & SONS	8500028-00	POLICE DEPT-CLOTHING	05/08/2015	502.45	.00	
4560	L N CURTIS & SONS	8500028-01	POLICE DEPT-CLOTHING	05/08/2015	107.00	.00	
Total L N CURTIS & SONS:					609.45	.00	
<b>LARISCH, DEVEN</b>							
14308	LARISCH, DEVEN	1505	ELECTRIC-UTILITY DEPOSIT R	05/06/2015	120.00	.00	
14308	LARISCH, DEVEN	1505	WATER-UTILITY DEPOSIT REF	05/06/2015	14.50	.00	
Total LARISCH, DEVEN:					134.50	.00	
<b>LAWRENCE H. HUNT, P.C.</b>							
4769	LAWRENCE H. HUNT, P.C.	4372	JUSTICE COURT-LEGAL FEES	04/27/2015	550.00	.00	
Total LAWRENCE H. HUNT, P.C.:					550.00	.00	
<b>LD WEBMASTERS</b>							
11643	LD WEBMASTERS	2015	SCAND FESTIVAL-ADVERTISIN	04/05/2015	250.00	.00	
Total LD WEBMASTERS:					250.00	.00	
<b>LEWIS, LOGAN</b>							
14310	LEWIS, LOGAN	1505	ELECTRIC-UTILITY DEPOSIT R	05/06/2015	56.08	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total LEWIS, LOGAN:					56.08	.00	
<b>LITTERAL, NICHOLAS</b>							
14317	LITTERAL, NICHOLAS	1505	ELECTRIC-UTILITY DEPOSIT R	05/08/2015	53.52	.00	
Total LITTERAL, NICHOLAS:					53.52	.00	
<b>MAEDGEN, SPENCER</b>							
14325	MAEDGEN, SPENCER	1505	ELECTRIC DEPOSIT REFUND	05/15/2015	97.25	.00	
Total MAEDGEN, SPENCER:					97.25	.00	
<b>MAGANA, MARISOL</b>							
14249	MAGANA, MARISOL	1505	WATER-UTILITY DEPOSIT REF	05/12/2015	29.73	.00	
Total MAGANA, MARISOL:					29.73	.00	
<b>MANTI TELEPHONE COMPANY</b>							
5165	MANTI TELEPHONE COMPANY	1504	GEN GOVT-PHONE	05/01/2015	604.93	604.93	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	POWER-PHONE	05/01/2015	271.26	271.26	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	SEWER-PHONE	05/01/2015	87.87	87.87	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	LIBRARY-PHONE	05/01/2015	137.20	137.20	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	FIRE-PHONE	05/01/2015	45.03	45.03	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	REC-PHONE	05/01/2015	47.64	47.64	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	POWER-PHONE	05/01/2015	95.54	95.54	05/07/2015
5165	MANTI TELEPHONE COMPANY	1504	AIRPORT-PHONE	05/01/2015	44.20	44.20	05/07/2015
Total MANTI TELEPHONE COMPANY:					1,333.67	1,333.67	
<b>MAUDSLEY, CANDICE</b>							
13239	MAUDSLEY, CANDICE	1505	ADMIN-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total MAUDSLEY, CANDICE:					30.00	.00	
<b>MAXWELL PRODUCTS INCORPORATED</b>							
5290	MAXWELL PRODUCTS INCORP	4859	STREETS-SUPPLIES	05/01/2015	1,002.34	.00	
Total MAXWELL PRODUCTS INCORPORATED:					1,002.34	.00	
<b>MICROMARKETING LLC</b>							
5450	MICROMARKETING LLC	571578	LIBRARY-BOOKS-GRANT ACCT	04/22/2015	24.30	.00	
5450	MICROMARKETING LLC	571985	LIBRARY-BOOKS-GRANT ACCT	04/27/2015	124.69	.00	
5450	MICROMARKETING LLC	572819	LIBRARY-BOOKS-GRANT ACCT	04/28/2015	30.16	.00	
5450	MICROMARKETING LLC	572885	LIBRARY-BOOKS-GRANT ACCT	04/28/2015	14.98	.00	
Total MICROMARKETING LLC:					194.13	.00	
<b>MIDAMERICA BOOKS</b>							
13261	MIDAMERICA BOOKS	348593	LIBRARY-BOOKS	03/27/2015	169.50	.00	
Total MIDAMERICA BOOKS:					169.50	.00	
<b>MOSES, SETH</b>							
14315	MOSES, SETH	1505	WATER-UTILITY DEPOSIT REF	05/08/2015	26.49	.00	
Total MOSES, SETH:					26.49	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>MOUNTAINLAND SUPPLY CO.</b>							
5640	MOUNTAINLAND SUPPLY CO.	S1013994133.	WATER-DEPT SUPPLIES	05/08/2015	83.33	.00	
Total MOUNTAINLAND SUPPLY CO.:					83.33	.00	
<b>NORTH SANPETE DISPOSAL</b>							
5945	NORTH SANPETE DISPOSAL	52674	CITY HALL DUMPSTER SERVIC	05/01/2015	57.40	.00	
Total NORTH SANPETE DISPOSAL:					57.40	.00	
<b>QUEST FINANCIAL SERVICES, INC.</b>							
6740	QUEST FINANCIAL SERVICES, I	1505	CITY ACCOUNTING	05/13/2015	2,520.00	.00	
Total QUEST FINANCIAL SERVICES, INC.:					2,520.00	.00	
<b>RASMUSSEN, RONALD DOUGLAS</b>							
6855	RASMUSSEN, RONALD DOUGL	1505	POLICE-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total RASMUSSEN, RONALD DOUGLAS:					30.00	.00	
<b>REMMER, REBECCA</b>							
14320	REMMER, REBECCA	1505	SCANDINAVIAN FEST-STORYT	05/12/2015	66.67	.00	
Total REMMER, REBECCA:					66.67	.00	
<b>ROGERS, JAYDEN</b>							
14313	ROGERS, JAYDEN	1505	ELECTIC-UTILITY DEPOSIT REF	05/08/2015	83.47	.00	
Total ROGERS, JAYDEN:					83.47	.00	
<b>ROMERO, LEAH</b>							
13407	ROMERO, LEAH	1505	ADMIN-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total ROMERO, LEAH:					30.00	.00	
<b>ROSS, BIRKLEY</b>							
13774	ROSS, BIRKLEY	1505	SCAND FESTIVAL-ENTERTAIN	05/12/2015	66.67	.00	
Total ROSS, BIRKLEY:					66.67	.00	
<b>ROWLEY, XELA</b>							
14275	ROWLEY, XELA	1505	JUSTICE-RESTITUTION-CASE 1	05/15/2015	248.33	.00	
Total ROWLEY, XELA:					248.33	.00	
<b>SAFETY SUPPLY AND SIGN CO INC</b>							
7280	SAFETY SUPPLY AND SIGN CO	148258	STREET-DEPT SUPPLIES	04/02/2015	493.52	.00	
7280	SAFETY SUPPLY AND SIGN CO	148499	STREET-DEPT SUPPLIES	04/20/2015	899.35	.00	
Total SAFETY SUPPLY AND SIGN CO INC:					1,392.87	.00	
<b>SANPETE COUNTY TREASURER</b>							
12510	SANPETE COUNTY TREASURE	1505	POL-SCHOOL RESOURCE OFFI	05/14/2015	12,000.00	.00	
Total SANPETE COUNTY TREASURER:					12,000.00	.00	
<b>SANPETE MESSENGER</b>							
7415	SANPETE MESSENGER	6001322	ADMIN-PUBLIC NOTICE-HELP	05/01/2015	48.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
7415	SANPETE MESSENGER	6001364	ADMIN-PUBLIC NOTICE-HELP	05/02/2015	128.00	.00	
Total SANPETE MESSENGER:					176.00	.00	
<b>SCHMIDT, SHONACEE</b>							
14312	SCHMIDT, SHONACEE	1505	NON-DEPT-MISS EPHRAIM-SER	05/06/2015	250.00	250.00	05/06/2015
Total SCHMIDT, SHONACEE:					250.00	250.00	
<b>SCHOLZEN PRODUCTS CO INC</b>							
7505	SCHOLZEN PRODUCTS CO INC	6042324-00	MAIN STREET PROJECT	04/30/2015	172.29	.00	
Total SCHOLZEN PRODUCTS CO INC:					172.29	.00	
<b>SEELY, SCOTT &amp; MARIE</b>							
14322	SEELY, SCOTT & MARIE	1505	ELECTRIC-UTILITY DEPOSIT R	05/12/2015	83.44	.00	
Total SEELY, SCOTT & MARIE:					83.44	.00	
<b>SEVIER OFFICE SUPPLY</b>							
7575	SEVIER OFFICE SUPPLY	838678-0	LIBRARY-OFFICE SUPPLIES	04/21/2015	38.50	.00	
Total SEVIER OFFICE SUPPLY:					38.50	.00	
<b>SHIRT STOP</b>							
7645	SHIRT STOP	01365	REC- SOFTBALL TEAM SHIRTS	04/30/2015	3,299.44	.00	
Total SHIRT STOP:					3,299.44	.00	
<b>SIMPLEXGRINNELL, LP</b>							
7695	SIMPLEXGRINNELL, LP	77775207	ALARM SYSTEM-PUBLIC SAFE	04/27/2015	48.56	.00	
7695	SIMPLEXGRINNELL, LP	77775755	ALARM SYSTEM MAINTENANC	04/27/2015	48.56	.00	
Total SIMPLEXGRINNELL, LP:					97.12	.00	
<b>STEVE'S KEYS</b>							
12154	STEVE'S KEYS	5133	POLICE-LOCKS-SECURE EVIDE	05/05/2015	451.00	.00	
Total STEVE'S KEYS:					451.00	.00	
<b>SUNRISE ENVIRONMENTAL</b>							
8361	SUNRISE ENVIRONMENTAL	49577	POWER-BLDING SUPPLIES & M	05/07/2015	245.63	.00	
Total SUNRISE ENVIRONMENTAL:					245.63	.00	
<b>T &amp; R SPORTS</b>							
8458	T & R SPORTS	490	REC-BASEBALL/SOFTBALL	05/13/2015	59.88	.00	
8458	T & R SPORTS	491	REC-BASEBALL/SOFTBALL	05/08/2015	699.99	.00	
Total T & R SPORTS:					759.87	.00	
<b>THOMAS, BENJAMIN</b>							
14316	THOMAS, BENJAMIN	1505	ELECTRIC-UTILITY DEPOSIT R	05/08/2015	67.95	.00	
Total THOMAS, BENJAMIN:					67.95	.00	
<b>THOMPSON SINCLAIR</b>							
8695	THOMPSON SINCLAIR	1504	STREETS-FUEL	04/30/2015	3.86	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
8695	THOMPSON SINCLAIR	1504	WATER-FUEL	04/30/2015	3.86	.00	
8695	THOMPSON SINCLAIR	1504	SEWER-FUEL	04/30/2015	3.85	.00	
8695	THOMPSON SINCLAIR	1504	CEM-FUEL	04/30/2015	77.53	.00	
8695	THOMPSON SINCLAIR	1504	PARKS-FUEL	04/30/2015	38.18	.00	
8695	THOMPSON SINCLAIR	1504	SENIOR-FUEL	04/30/2015	131.30	.00	
Total THOMPSON SINCLAIR:					258.58	.00	
<b>UTAH LEAGUE OF CITIES &amp; TOWNS</b>							
9225	UTAH LEAGUE OF CITIES & TO	27596	STREETS-ROAD SCHOOL-PAR	03/31/2015	430.00	.00	
Total UTAH LEAGUE OF CITIES & TOWNS:					430.00	.00	
<b>VALENTINE, HANNAH</b>							
14321	VALENTINE, HANNAH	1505	SCANDINAVIAN FEST-STORYT	05/12/2015	33.34	.00	
Total VALENTINE, HANNAH:					33.34	.00	
<b>WALMART- EPHRAIM STORE</b>							
13669	WALMART- EPHRAIM STORE	1505	COURT-RESTITUTION- ROSEN	05/15/2015	16.13	.00	
Total WALMART- EPHRAIM STORE:					16.13	.00	
<b>WARNOCK, LEIGH ANN</b>							
9553	WARNOCK, LEIGH ANN	1505	ADMIN-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
9553	WARNOCK, LEIGH ANN	1505A	ADMIN-MEALS & LODGING-IIMC	05/11/2015	75.00	75.00	05/11/2015
Total WARNOCK, LEIGH ANN:					105.00	75.00	
<b>WATSON, LACIE</b>							
14309	WATSON, LACIE	1505	ELECTRIC-UTILITY DEPOSIT R	05/06/2015	60.57	.00	
Total WATSON, LACIE:					60.57	.00	
<b>WHEELER CAT</b>							
9734	WHEELER CAT	PS000217930	SEWER-EQUIP SUPPLIES	05/11/2015	186.12	.00	
Total WHEELER CAT:					186.12	.00	
<b>WHITAKER, CAMERON</b>							
14306	WHITAKER, CAMERON	1505	ELECTRIC-UTILITY DEPOSIT R	05/06/2015	78.88	78.88	05/06/2015
Total WHITAKER, CAMERON:					78.88	78.88	
<b>WIDMER, STEVE</b>							
12097	WIDMER, STEVE	1505	ADMIN-CLOTHING ALLOWANC	05/07/2015	30.00	.00	
Total WIDMER, STEVE:					30.00	.00	
Grand Totals:					41,795.22	1,847.48	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

City Recorder: \_\_\_\_\_

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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

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**MINUTES**  
**CITY COUNCIL BUDGET MEETING**  
CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL  
5 SOUTH MAIN, EPHRAIM, UTAH  
MAY 12, 2015  
5:30 PM

**CALL TO ORDER**

The Ephraim City Council convened in a Budget Meeting on Wednesday, May 12, 2015, in the City Council Room. Mayor Squire called the meeting to order at 5:30 p.m.

**ROLL CALL**

**MEMBERS PRESENT**

Richard Squire, Mayor  
John Scott, Mayor Pro Tem  
Tyler Alder  
Margie Anderson  
Alma Lund  
Terry Lund

**STAFF PRESENT**

Brant Hanson, City Manager  
Bryan Kimball, City Planner  
Leigh Ann Warnock, City Recorder  
Steve Widmer, Financial Director  
Ron Rasmussen, Police Chief  
Chad Parry, Public Works Director  
Cory Daniels, Power Director  
Phil Murray, Rec Director

**PUBLIC COMMENT**

Troy Sawyer, president of the Ambulance Association expressed appreciation for the \$12,000 the City contributes annually, and thanked them for their continued support.

Abraham Hundepool suggested raising sales tax equivalent to other cities and wanted to know what has happened with the salary surveys. He also suggested asking Snow College for more money equivalent to their growth. Mr. Hundepool feels a quarterly review should be held with department heads dealing with their budgets, with monthly reviews the last three months of the year.

Mayor Squire reported the Council is waiting on sales tax increases until it is determined what the County will do with the transportation tax.

Brant Hanson commented department heads receive monthly budget reports and can visit with him or the Finance Director at any time to discuss or get questions answered. Steve and Brant review the individual budgets regularly and discuss them with the department heads.

There are plans to meet with the college next week to make sure that relationship remains secure and profitable for both parties.

Brant said the compensation study has turned out to be more time consuming than originally anticipated, and they are mid-way through the process. There is not currently a formalized pay structure and they are working to establish where we are now. He did not want to rush the project in order to be done by this budget year. There will be a salary increase this year and next year when the compensation study is complete, department heads will have discretion to approve raises by merit.

## **I. BUDGET DISCUSSION**

This budget year, it is proposed the Rec Director position go to full time.

Steve went through the proposed budget page by page and explained any changes from the previous proposed budget.

\$200,000 has been transferred from the utility accounts in order for the City to pay for utilities. This is just for the first year until we figure out how much we need to budget for utilities so we don't have to take the money out of the utility accounts. Notices will be sent to the public so they know what is happening.

Expenses in the General Fund – a 4% increase in salaries has been proposed. This also includes other benefit increases with health insurance, URS and the Trust.

Justice System – made requests for additional training for the Court Clerk and her assistant. Funds were added for office supplies.

Legal services are included in this budget in anticipation of hiring a part time attorney.

Administration – the Administration budget has been divided into three section, to include community development and finance. This will provide better accountability and the Council will have a better idea of what is going where.

We went over budget with travel this year as the City Manager felt it necessary to attend training to become familiar with Utah law.

Brant talked about the Miss Ephraim Pageant and proposed not requiring them to attend Snow College if they win the scholarship money. He would also like to include a \$500 stipend for the pageant director. The amount in the budget does not need to go up; we have stayed well within the budget allotted to this point.

An increase was added for the Christmas party and volunteer picnic.

**A. BRYAN KIMBALL – PLANNING AND ZONING/COMMUNITY DEVELOPMENT/ENGINEER**

This is a brand new year for Community Development. Bryan took expenses to date based on previous budget amounts broken down into different categories. Salaries and wages for Community Development include Bryan and Barbara. As Bryan has certifications in both Planning and as an engineer, continuing education is required in both of those professions. Equipment and supplies are related to the plotter. Bryan is looking at modeling software, which may not happen until next year.

**B. RON RASMUSSEN – POLICE DEPARTMENT**

Ron reported other agencies out-pay Ephraim by a great deal. Some of Ephraim’s officers are entertaining the idea of moving for better pay. He feels we need to make our wages competitive and a fair increase would be 5%. The compensation study will help determine which employees are *most* underpaid, but they are all underpaid.

John suggested giving a 5% increase to employees in every department and getting rid of some other items that are not as necessary.

Abraham Hundepool commented the City needs to plan for additional revenue, not cut other projects. Brant says a minor increase to sales tax would be a huge increase to revenues. That is not a discussion for this year, but asked the Council to think about it for the future.

A new police vehicle will be in the regular rotation this year. The old vehicle will go to the School Resource Officer, who is currently using his personal vehicle.

The City continues to pay \$12,000 a year to Manti High School for the Resource Officer. John Scott pointed out we also pay for the Ephraim Middle School Resource Officer and Manti does not contribute. Brant said he will have that discussion with the School District.

**C. SCANDINAVIAN FESTIVAL**

Since fireworks are not going to happen this year, we have taken that out of the budget for next year. Misc. expenses have been decreased as well.

**D. CHAD PARRY – STREETS**

Chad put in a bid for higher wages for his employees.

Chad commented he attended Road School this year and they had some really good ideas about roto-milling. He is also looking at a trailer to keep the hot mix hot. That is not in the budget at this time, but it will be coming up and he feels it will save the City a lot of time and money. He is also looking at a new pickup truck and a Kabota that will be shared with the Power Department. There were several more items on his wish list including a new computer.

**E. CHAD PARRY – PARKS/CEMETERY**

There will be a lot more grass and sprinkler system to take care of this year. He is looking for a part time employee to take care of grass and the new flowerboxes. Karl has two employees working with him at the Cemetery.

**F. CHAD PARRY - WATER**

Two projects have been budgeted for, the tunnel project and the water aquifer. He also feels it is imperative we think about a new well this year and decide where to put it.

**G. CHAD PARRY – SEWER**

We have a new state-of-the-art sewer system that is going to last a long time. They are keeping an eye on pipelines and trying to keep the clogs cleared.

**H. PHIL MURRAY - RECREATION**

A full time position at \$18 per hour and a new Kabota have both been added to the Recreation Department budget. Phil requested a computer to use for the job rather than use his home computer. He commented some sort of stamp or label to put on Ephraim City equipment is advisable.

Phil requested an increase for temporary employees to help maintain fields and supervise events. He also recommended putting the ice rink and concessions under the Recreation Director. Mayor Squire feels the full time position is a good idea, but doesn't feel added part time people are necessary at this time. John Scott proposed waiting another year before the Director position is made full time.

**I. LIBRARY**

Story hour has been dropped by \$300 because they use some of their grant funding for that program and they don't use the entire budgeted amount. We are anticipating hiring the new Director at \$16/hour. Applications are due on the 15<sup>th</sup>.

**J. ECONOMIC DEVELOPMENT**

Money has been added to that account, though not as much as Brant would like.

**K. DONATIONS**

Funds for the Ambulance and Senior Citizens have been added as well as \$20,000 for the rodeo grounds at the college. John proposed \$10,000 go to the rodeo grounds because he doesn't feel citizens will be using it as much as the college will. After some discussion, it was decided we will donate \$5,000 per year for four years.

The Art Center requested an additional \$7,000 for next year in order to make the Director a full time position. Money has also been budgeted for school donations. When it is gone, it is gone.

**L. GENERAL FUND**

\$12,000 has been added to the Airport budget. The Building Authority is a legal entity so money was transferred out of the General Fund for that.

**M. CORY DANIELS – POWER DEPARTMENT**

Cory also put in a plug for salaries and wages, stressing they would be willing to wait another year for a truck or other equipment if it meant a bigger increase in wages for his employees.

A backhoe, a truck, and the Kabota that will be shared with the Public Works Department has been added to their budget. A new bucket truck is on the wish list for 2016-17.

**N. MAIN STREET PROJECT**

The project will be completed this year so there are no funds added to this item.

**O. CAPITAL PROJECT FUND**

Last year we had the Amphitheater and the Splash pad funded. This year \$50,000 has been budgeted for the Amphitheater to use for audio visual and landscaping. Brant will be trying to get the audio visual donated.

**P. SPECIAL IMPROVEMENT FUNDING**

\$200 is funded for this year.

**Q. BUILDING AUTHORITY FUND**

The Building Authority owns all of our buildings and all of our debt. We are transferring money from the general fund.

**R. Recycling**

\$2,400 has been put back in for recycling with the college.

**S. Housing Authority**

The Housing Authority is planning to build four homes this year. That is the most aggressive they have been to this point.

## **T. Rodeo Grounds**

There is \$5,000 in property sales because of depreciation that takes place out there. That fund keeps going in the hole.

## **U. Airport**

The airport has been open as of May 11<sup>th</sup>. Night flights are not available yet. The AWOS is down. We still need to paint and groove and sterilize and seed. We are also still waiting on fuel tanks. We won't see any grant money for a few more years because we have used everything up. We will continue to budget \$12,000. We will get the AWOS fixed, and the pilot's lounge completed. We need to talk about added costs to pilots; we shouldn't be having the public paying for pilot amenities.

## **V. Cemetery Capital Project Fund**

This fund was left the same.

\$16,000 has been found in the budget with some of the changes discussed and the increase to employee wages will be 5%.

## **II. CLOSED MEETING**

*Councilmember Margie Anderson moved to go into a closed session pursuant to the provisions of the Utah State Code, Sections 52-4-205 (a) discussing the character, professional competence, or physical or mental health of an individual, and (d) Purchase, exchange, or lease of real property. The motion was seconded by Councilmember Terry Lund. The vote was unanimous. The motion carried.*

*Councilmember Tyler Alder moved the Council adjourn the closed session and reopen the public meeting. The motion was seconded by Councilmember John Scott. The vote was unanimous. The motion carried.*

More discussion followed regarding employee wage increases. John Scott proposed the employees be given a 6% raise. Brant Hanson says 6% is ok, but he would like to add another \$10,000 to salaries and wages in order to hire another part time person for recreation. The \$10,000 saved from benefits in Recreation and the \$16,000 saved from the budgeted rodeo donation will allow for another 1% for employees, or more if it adds up to that. Margie Anderson proposed the other part time person be in the office doing paperwork. All would report to Brant.

Chad would like to give Tino a one dollar/hour raise to give him \$11 per hour. Temporary employees are not factored into raises, but we have hired him back every year for several years. Everyone was in agreement.

**ADJOURNMENT**

*There being no further business to come before the Council for consideration, Councilmember Margie Anderson moved the Regular Council Meeting adjourn. The motion was seconded by Councilmember Alma Lund. The vote was unanimous. The motion carried.*

**MINUTES APPROVED:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Date



# REQUEST FOR CITY COUNCIL ACTION

MEETING DATE:

5-30-15

DEPARTMENT:

Admin

DIVISION:

- Motion
- Resolution
- Ordinance - Introduction
- Ordinance - Adoption
- Public Hearing

TITLE:

Contract Extension for Audit Services

SUMMARY RECOMMENDATION:

Approve Contract Extension.

REPORT:

Extend Contract to Fiscal years ending

6-30-15

6-30-16

6-30-17

See Attached

FISCAL REQUIREMENTS	CITY FUNDS:	\$0.00	BUDGETED:	\$0.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP:	
	TOTAL:	\$0.00		
FISCAL IMPACT STATEMENT: <i>Future year Budgets</i>				
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY RECORDER			
	1. 2. 3. 4. 5.			
ADDITIONAL INFORMATION	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL?			
	<input checked="" type="checkbox"/> Department <input type="checkbox"/> City Clerk's Office <input type="checkbox"/> Document to be recorded			
SIGNATURES	CITY MANAGER:		DATE:	
	Brant T. Hanson			
	REVIEWED BY CITY ATTORNEY:		DATE:	
	David Church			
RECOMMENDED BY (DEPT/DIV HEAD):		DATE:		
<i>Steve Wicks</i>		5-14-15		
WRITTEN/SUBMITTED BY:		DATE:		
<i>STW</i>		5-14-15		



May 6, 2015

Ephraim City  
Attn: Steve Widmer  
5 South Main  
Ephraim, UT 846

Dear City Council:

Thank you for giving us the opportunity to submit this contract extension for audit services for Ephraim City. In this document we outline the independent auditing service we plan to provide to Ephraim for the years ending June 30, 2015-2017.

**FEE PROJECTIONS**

We have prepared a preliminary time and expense budget for the next three years. In making these budget projections, we assumed that Ephraim City’s staff will be available to prepare schedules, prepare trial balances, and provide documentation to assist our auditors during the course of our audit. Based upon these preliminary budgets, we project that our general audit fees will not exceed those indicated in the following schedule:

Year	Audit Fees
2015	\$15,900
2016	\$16,300
2017	\$16,700

In the event of a single audit on federal grants, the additional fee is \$3,500.

Should our actual fees be less than the above proposed maximums, we would bill the lesser amount. Also, should we encounter any difficulties beyond our control that would increase our fees, we would discuss these with your audit committee prior to proceeding.

**CONCLUSION**

Thank you again for giving us the opportunity to extend our audit services. We plan to continue providing Ephraim City with not only a cost-efficient audit, but also the interactive, readily available source of expertise you have come to expect.

Should you have any questions regarding this extension, please call Russell Olsen at (801) 798-3545. We are eager to serve you, and we look forward to working with you again soon.

Sincerely,  
Larson & Company PC  
*Russell D. Olsen, CPA*  
Russell D. Olsen, CPA  
Partner



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Sincerely,  
Larson & Company PC

Russell D. Olsen, CPA  
Partner

Larson & Company  
765 North Main, Spanish Fork, Utah 84660  
Main: (801) 798-3545 | Fax: (801) 798-3678  
www.larsco.com



Report Criteria:

- Actual Amounts
- Only Accounts With Balances
- Summarize Payroll Detail
- Print Period Totals
- Print Grand Totals
- Include Vendor Number and Description Comments
- Page and Total by Fund
- All Segments Tested for Total Breaks
- Account Account Number = "1050620"

2008  
2009  
2010  
2011  
2012  
2013  
2014  
2015

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
AUDIT							
			07/01/2008 (00/08) Balance	10-50-620			.00
11/17/2008	AP	226	LARSON & COMPANY 4725		120.00		
11/24/2008	AP	287	LARSON & COMPANY 4725		11,880.00		
			11/30/2008 (11/08) Period Totals and Balance		12,000.00 *	.00 *	12,000.00
12/19/2008	AP	268	LARSON & ROSENBERGER 4725		3,200.00		
			12/31/2008 (12/08) Period Totals and Balance		3,200.00 *	.00 *	15,200.00
12/09/2009	AP	113	LARSON & ROSENBERGER 4725		11,400.00		
			12/31/2009 (12/09) Period Totals and Balance		11,400.00 *	.00 *	11,400.00
01/08/2010	AP	58	LARSON & ROSENBERGER 4725		3,800.00		
			01/31/2010 (01/10) Period Totals and Balance		3,800.00 *	.00 *	15,200.00
11/10/2010	AP	85	LARSON & ROSENBERGER 4725		11,700.00		
			11/30/2010 (11/10) Period Totals and Balance		11,700.00 *	.00 *	11,700.00
12/09/2010	AP	103	LARSON & ROSENBERGER 4725		11,700.00		
			12/31/2010 (12/10) Period Totals and Balance		11,700.00 *	.00 *	23,400.00
01/12/2011	AP	103	LARSON & ROSENBERGER 4725		3,900.00		
01/03/2011	CR	1131639	REFUND PAYMENT - LARSON & COMPANY			11,700.00-	
			01/31/2011 (01/11) Period Totals and Balance		3,900.00 *	11,700.00- *	15,600.00
11/09/2011	AP	105	LARSON & ROSENBERGER 4725		10,400.00		
			11/30/2011 (11/11) Period Totals and Balance		10,400.00 *	.00 *	10,400.00
01/03/2012	AP	27	LARSON & ROSENBERGER 4725		8,600.00		
			01/31/2012 (01/12) Period Totals and Balance		8,600.00 *	.00 *	19,000.00
10/31/2012	AP	44	LARSON & ROSENBERGER		10,000.00		
			11/30/2012 (11/12) Period Totals and Balance		10,000.00 *	.00 *	10,000.00
12/31/2012	AP	69	LARSON & ROSENBERGER		9,100.00		
			01/31/2013 (01/13) Period Totals and Balance		9,100.00 *	.00 *	19,100.00
11/30/2013	AP	122	LARSON & ROSENBERGER		12,375.00		
			12/31/2013 (12/13) Period Totals and Balance		12,375.00 *	.00 *	12,375.00
12/31/2013	AP	68	LARSON & COMPANY, PC		4,125.00		
			01/31/2014 (01/14) Period Totals and Balance		4,125.00 *	.00 *	16,500.00
10/31/2014	AP	146	LARSON & COMPANY, PC		12,675.00		
			11/30/2014 (11/14) Period Totals and Balance		12,675.00 *	.00 *	12,675.00
12/31/2014	AP	35	LARSON & COMPANY, PC		4,225.00		
			01/31/2015 (01/15) Period Totals and Balance		4,225.00 *	.00 *	16,900.00
			05/31/2015 (05/15) Period Totals and Balance		.00 *	.00 *	16,900.00

YTD Encumbrance .00 YTD Actual 16,900.00 Total 16,900.00 YTD Budget 21,000.00 Unexpended 4,100.00

Number of Transactions: 17	Number of Accounts: 1	Debit	Credit	Proof
Total GENERAL FUND:		129,200.00	11,700.00-	117,500.00
Number of Transactions: 17	Number of Accounts: 1	Debit	Credit	Proof
Grand Totals:		129,200.00	11,700.00-	117,500.00



# Ephraim City Water Utility and Conservation Plan Update

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**May 2015**

A conservation report, updating the previous water utility conservation report of Ephraim City, in compliance with the Utah Water Conservation Plan Act (73-10-32, UCA). This report was updated and compiled by City Engineer Bryan Kimball, and Public Works Director Chad Parry.

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## Section 1: Background Information

### 1.1 History

Ephraim City has been supplying culinary water for over 100 years. When the city was founded water was supplied by Cottonwood Creek which runs through the community. As time went on springs were developed in the nearby mountains east of town and wood staved pipe was used to carry the water to the community. The springs and delivery systems have been updated over the years. A map of the overall water system and the distribution system within the City is attached in Appendix A and Appendix B, respectively.

### 1.2 Population

The 2013 Census listed Ephraim as having 6,431 people. The projected population for 2050 is estimated as 8,996. (*Source: Utah Governor's Office of Planning and Budget*)

### 1.3 Goals and Objectives

The primary goal of the Ephraim Water Utility Service is to provide, safe, adequate water so that the culinary water needs of the City continue to be met.

Specific objectives include the following:

- To make sure the springs comply with all State and Federal health and safety standards.
- To make sure the culinary well meets all State and Federal health and safety standards.
- To provide all fire suppression water storage as required by State and Federal health and safety standards.
- To ensure adequate spacing of fire hydrants throughout the City, and ensure that each hydrant maintains proper fire flow.
- To ensure that Water Department employees have the required State water certification.
- To have all water mains at least 8 inches or larger.

### 1.4 Recent accomplishments for water management and development

- Operator certification
- Water sources meet all Federal and State requirements
- 2000-2010: Upgraded existing water lines and installed new water lines to provide better fire flows throughout the town
- 2001-2010: Repaired damaged and dilapidated culinary spring collection systems
- 2007: Completed the Water Master Plan, rate study, impact fee study, and capital facilities plan
- 2008: Installed additional pressure reducing stations to improve water service to south pressure zone in the City
- 2010: Awarded bid for a new 1.5 MG tank to provide emergency storage and provide for future growth (currently under construction at the time of this publication)

## Section 2: Existing Resources

### 2.1 Water Sources

Ephraim City has one existing well and a number of existing springs which provide water for Ephraim City. (see Appendix A for a system map) During normal water years, the springs, which are east of Ephraim in the mountains, are currently able to provide 100% of the indoor and outdoor water demand for the City. The well is currently used only sparingly to supplement the springs during extended periods of drought and/or low flows from the springs. The sources for Ephraim City are summarized as follows:

- South Little Spring
- North Little Spring
- Big Spring
- Curley Hill Spring
- Black Stump Spring
- Sawmill Spring (1-5)
- Beck Spring
- Parry Spring
- Birch Spring
- Twin Spring
- Riddley Spring
- Maple Spring
- Left Hand Fork Spring
- GABEEC Spring
- Ephraim Culinary Well

The Ephraim Water Master Plan (2007) acknowledged the large fluctuations of the spring flows, and identified the need for additional sources to provide redundancy should the existing springs become damaged due to landslide or unable to provide adequate flows for any other reason. To meet this need, Ephraim has listed the need for a new well with at least 1,000 gpm capacity located preferably near the mouth of the Canyon, as a high priority need to be completed within the 0-5 year time period.

### 2.2 Water Storage

The following represents a summary of the existing water storage serving Ephraim City:

• Mill Hill Steel Tank	1 MG
• Mill Hill Concrete Tank	1 MG
• Lower Canyon Concrete Tank 1	0.75 MG
• Lower Canyon Concrete Tank 2	0.03 MG
• Lake Hill Concrete Tank	1 MG
• Ropes Course Concrete Tank	1.5 MG (currently under construction)
<b>Total Storage</b>	<b>5.28 MG</b>

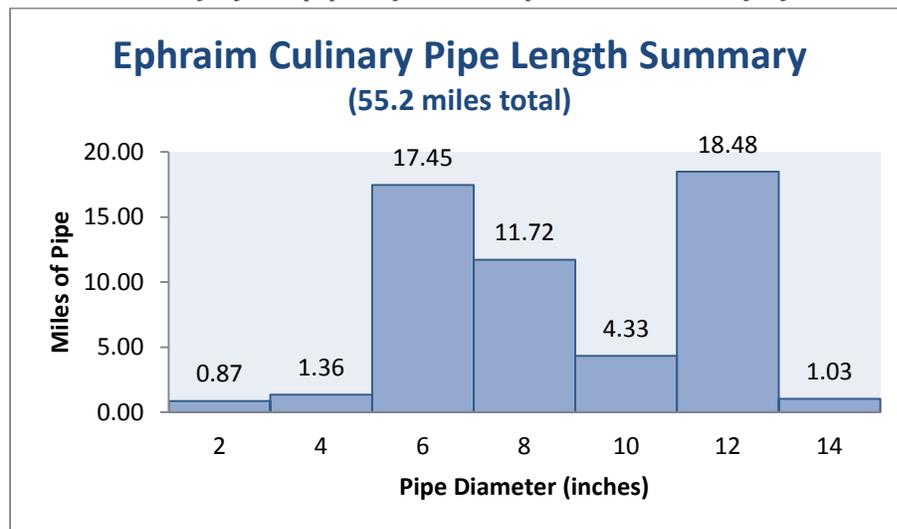
### 2.3 Water Rights

According to the Ephraim Water Master Plan completed in 2007, Ephraim City currently has 2,763 acre-foot/year (3.82 cfs, or 900.3 MGY) of municipal water rights. (See pages 20-21, of the Ephraim Water Master Plan, attached as Appendix E). This is adequate to supply the needs of Ephraim through and likely beyond the year 2050, according to the figures presented in Section 3.2 of this report.

### 2.4 Distribution System

The City Culinary System received a citywide upgrade in the mid 1990's, where most of the smaller pipes were upgraded to 6 and 8 inch pipes. Since the late 1990's, all new water mains must be at least 8 inch diameter pipe or larger. There are over 55 miles of water mains in Ephraim City's culinary water system. A breakdown of the pipes in Ephraim's culinary system is shown below in Figure 2.

*Figure 1: Summary of the pipes by size in Ephraim's Culinary System*



*Source: Ephraim City*

### 2.5 Metering

The City replaced most of the existing end-user meters over the last two years with radio-read transponder meters. The battery life for those transponders is about 10 years, so the City will replace the meters in approximately ten years as needed. There is a master meter on the Mill Hill tanks, but additional master metering is needed for the tank overflows and the total use in the south pressure zone of the City. There is also a need for metering of the Parks and other City owned property, to be able to get a better picture of the true water needs of the City.

## Section 3: Current and Future Water Use and Effects of Conservation

### 3.1 Current Water Use

There are currently 1,543 physical connections in Ephraim’s culinary water system. The Census estimates the 2013 population of Ephraim to be 6,431. The recent metered usage for Ephraim City is shown below in Figure 2. (See Appendix D for additional metered water usage data broken down by type of use). Average use per capita per day is shown in Figure 3.

Figure 2: Total Metered Water Use for Ephraim

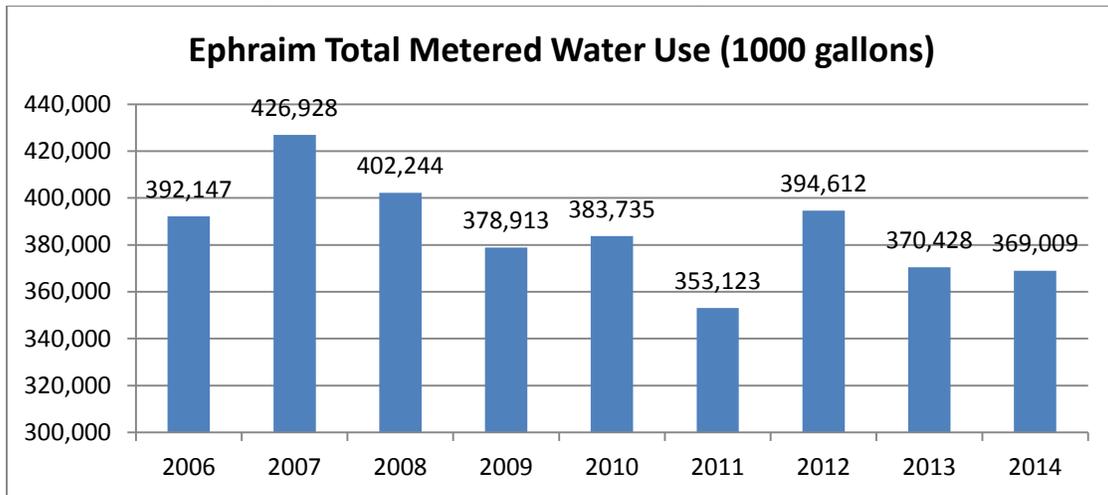
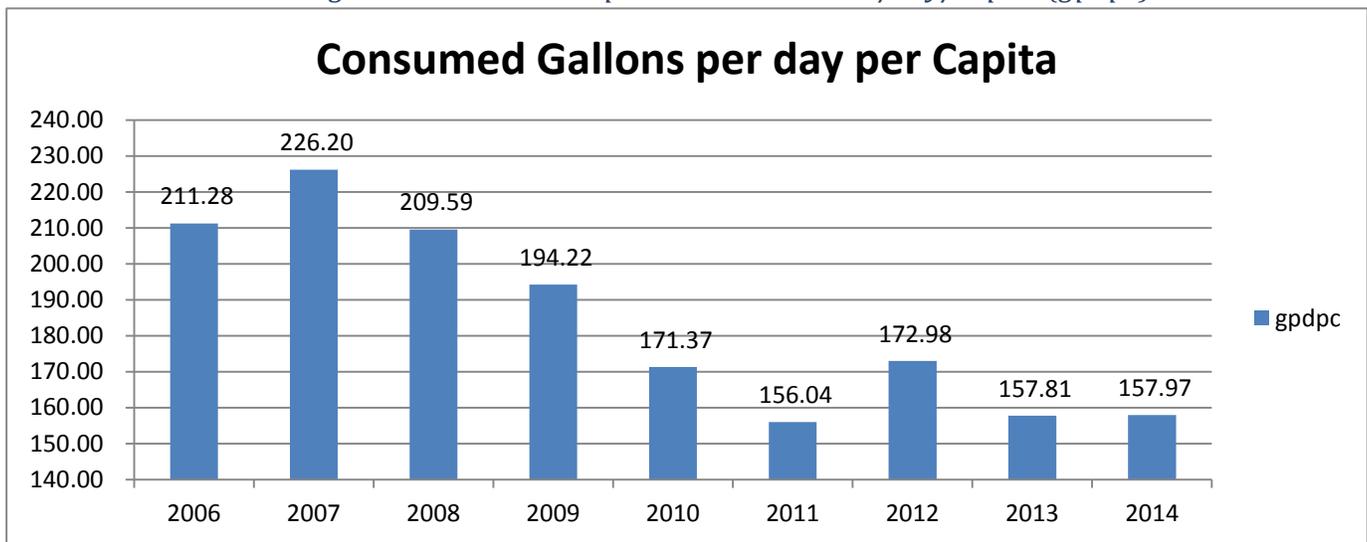


Figure 3: Estimated Population and Gallons/day/capita (gpdpc)



It should be noted that the above figures represent actual metered water use for Ephraim City, and does not include unmetered water used for outdoor irrigation for the City Parks and Cemetery.

### 3.2: Projected Water Use

Using the projected population data from the Governor’s Office of Planning and Budget and an average gpdpc figure from the last 4 years, the projected water use in Ephraim City in 2050 is as follows:

Ave. daily water use per capita, 2006-2014	= 185 gpdpc
Projected Ephraim City 2050 Population	= 8,996
<b>Projected Ephraim City Water use, 2050</b>	<b>= 518,688,276 gallons/year</b>

This represents an increase of approximately 40% above the current water use from 2014. While the existing water rights will enable over 900M gallons/year, the existing springs do not provide enough capacity to meet that projected water use. (see Appendix C for master meter data on recent spring water coming into the Mill Hill tanks). It is clear that additional water sources, likely in the form of additional culinary wells, will be needed to accommodate that future projected 2050 population of 8,996 people. The growth of the College will likely be the driving factor for the timing of developing those future additional water sources. It is also likely that additional system upgrades such as additional storage and upsizing of pipelines will also be required to accommodate that future growth. The attached Water Master Plan identifies the most pressing system upgrades (see Appendix E)

### 3.3 Current Water Conservation Strategies

Ephraim City has implemented the following strategies to encourage water conservation:

- Installing automatic sprinkler systems on all City properties so the watering is done in off-peak hours
- Encouraging citizens to water lawns and gardens in the early morning or evening hours to reduce evaporation rates and therefore water use
- Education – encourage citizens to turn water off when not needed
- Updating a graduated rate schedule with costs that increase with water use to encourage conservation
- Coordinating with Snow College and City parks/cemeteries (which represent the largest water users) to provide watering of lawns during off-peak hours
- Retrofitting of City properties to install new water wise landscaping
- Repairing/replacing old lines to reduce leaks

**Since 2007, the data shows that the current the overall consumption has been *reduced* by 57,919,000 gallons/year (or 13.6%) while the population has actually *increased* by 1260 people (or 24%) during that same time period (see figure 2). This equates to a reduction in per capita water use of 30% since 2007. Based on this data, it appears that the existing strategies have been effective in reducing water consumption during that time.**

### 3.4 Water Conservation Goals and Future Possible Strategies

The State of Utah has listed a goal of reducing water consumption by 25% by 2050. Because Ephraim City has no secondary watering system, all outdoor watering must be done with culinary water. Using monthly metering data, it was determined that winter time (indoor) usage was dramatically lower than summer time (indoor plus outdoor) use. It is clear that outdoor watering provides the greatest opportunity to conserve. Some possible concepts that can reduce outdoor watering are listed as follows:

- Review City landscaping requirements for new development to encourage/required more water wise landscaping.
- Ensure that all City properties (parks, cemeteries, soccer fields, etc) are not being overwatered and are using efficient water systems. Consider alternate types of sod and landscaping which are more water wise.
- Work with other entities, including schools, the college, and others to ensure grass areas are not being overwatered and are using efficient water systems.
- Review the current rate structure and use pricing to encourage conservation. Consider alternative rate structures such as summer rates vs. winter months.
- Consider options to reuse existing waste water for land application irrigation to both decrease the culinary water needed for outdoor watering and extend the life of our waste treatment system.
- Public outreach/education to promote proper outdoor watering techniques and methods to avoid excess watering of lawns and gardens.
- Consider rebate programs which help convert existing landscaping to water wise landscaping.

It is the opinion of Ephraim City Staff that it is a reasonable goal to continue to pursue reducing total water consumption by 8-10% every 15 years. This will be measured by comparing actual metered consumption on a yearly basis during that time frame, in addition to City water balancing, and annual consumption reporting. If the goal of conserving 10% every 15 years is met, this is estimated to conserve approximately 162 million gallons per year, using the figures for gallons per day per capita from the year 2007 and a future 2050 estimated population of 8,996.

As discussed previously, Ephraim City has already **reduced its consumption approximately 30% per capita since 2007**, showing that there has been success in the existing strategies implemented by the City. Care should be taken, however, to ensure that as conservation strategies take hold and gain momentum with the public that the rate structure be reevaluated on an ongoing basis to ensure that revenues will remain adequate to ensure that operation and maintenance expenses can still be met for the water system.

The following items have been specifically identified as additional strategies of the City, in addition to those strategies already being implemented, to further reduce water consumption and better manage the existing water system:

- Encourage water efficient fixtures and appliances
- Install additional master meters, including on the tank overflow, to better understand the availability and usage patterns of the water available
- Maintain good practices for operation and maintenance, including repairing/replacing of old leaky lines and meters
- Ongoing education of the public in water conservation techniques, in the form of city web page and social media, newsletters, and local radio and media public announcements
- Maintain sound outdoor watering practices on City property to avoid excess watering of lawns
- Pursue secondary water and/or waste water reuse for watering the parks and cemetery and other appropriate areas
- Require pressure reducers on each new house to reduce flows in houses, in accordance with standard plumbing codes

It is anticipated that Water saved will be used for recharging the aquifers, agriculture (surface irrigation), as well as maintaining stream and river flows and related habitats from the surface overflow which eventually ends up in the Sanpitch River west of town.

The city's current utility ordinance currently prohibits the waste of water, and the council has implemented mandates to conserve more aggressively during drought years. This is expected to continue in the foreseeable future. As noted by the 30% reduction in gpdpc figure above, the current measures appear to be working.

### Section 3.5 Alternatives to Meet Future Needs

In order to meet future needs, there will need to be upgrades to the system in the form of new/larger pipes, additional storage, and new sources. Most pressing is the need for a new well, which will likely be pursued in 2016. Other Specific improvements are listed in the attached Water Master Plan of 2007, (See Appendix E)

### Section 3.6 Evaluation Period

The Water Management and Conservation Plan will be updated every 5 years as required by State law, or sooner as needed due to significant growth or other pressing circumstances.

### Section 3.7 Associated Plans – Emergency Response Plan

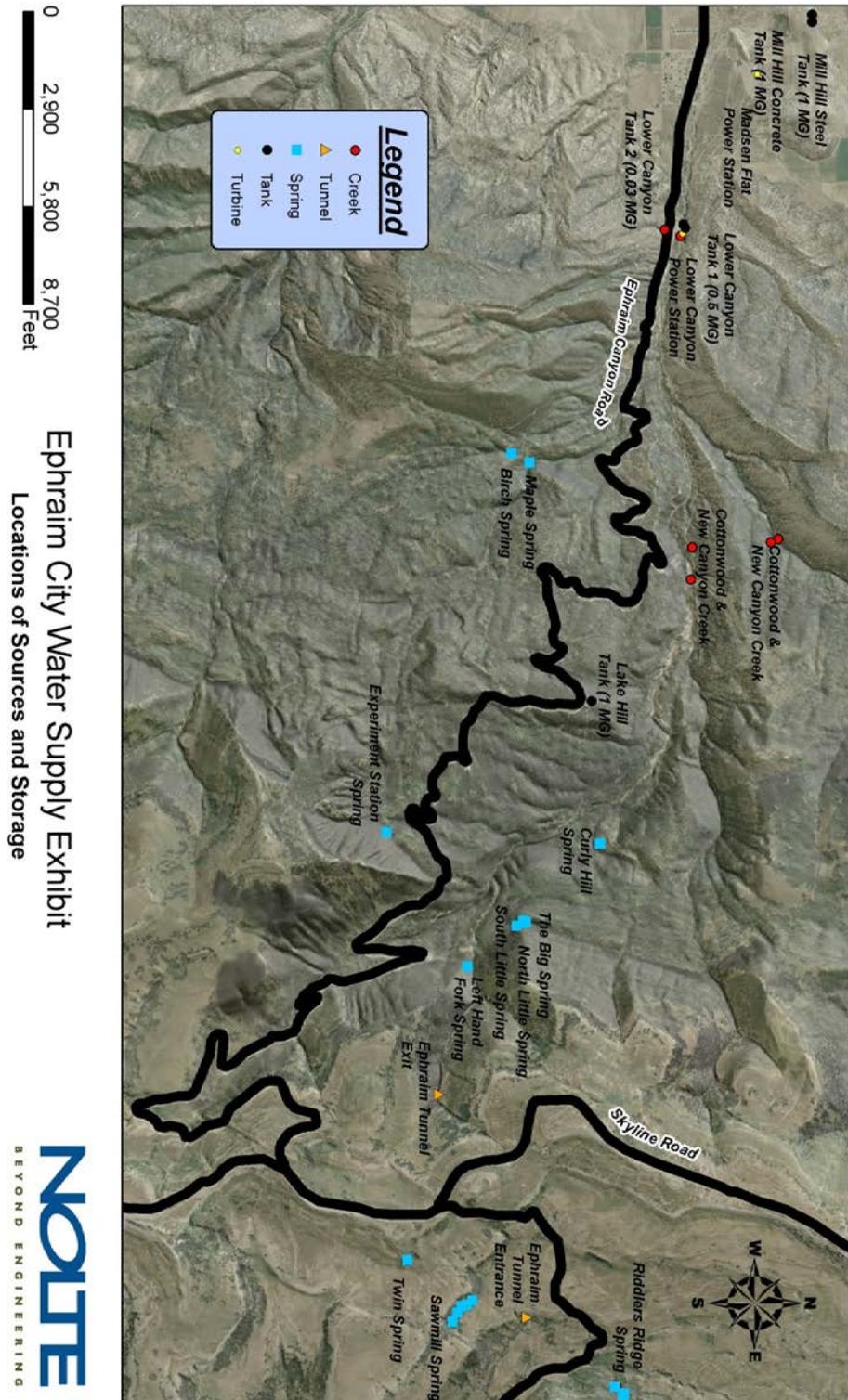
Events that will activate the Emergency Response Plan include earthquakes, drought, mud slides which take out the main water feeders, contamination and terrorists. In such an event, the Emergency Response Plan will be activated and implemented.

### Section 3.8 List of City Water Conservation Coordinator

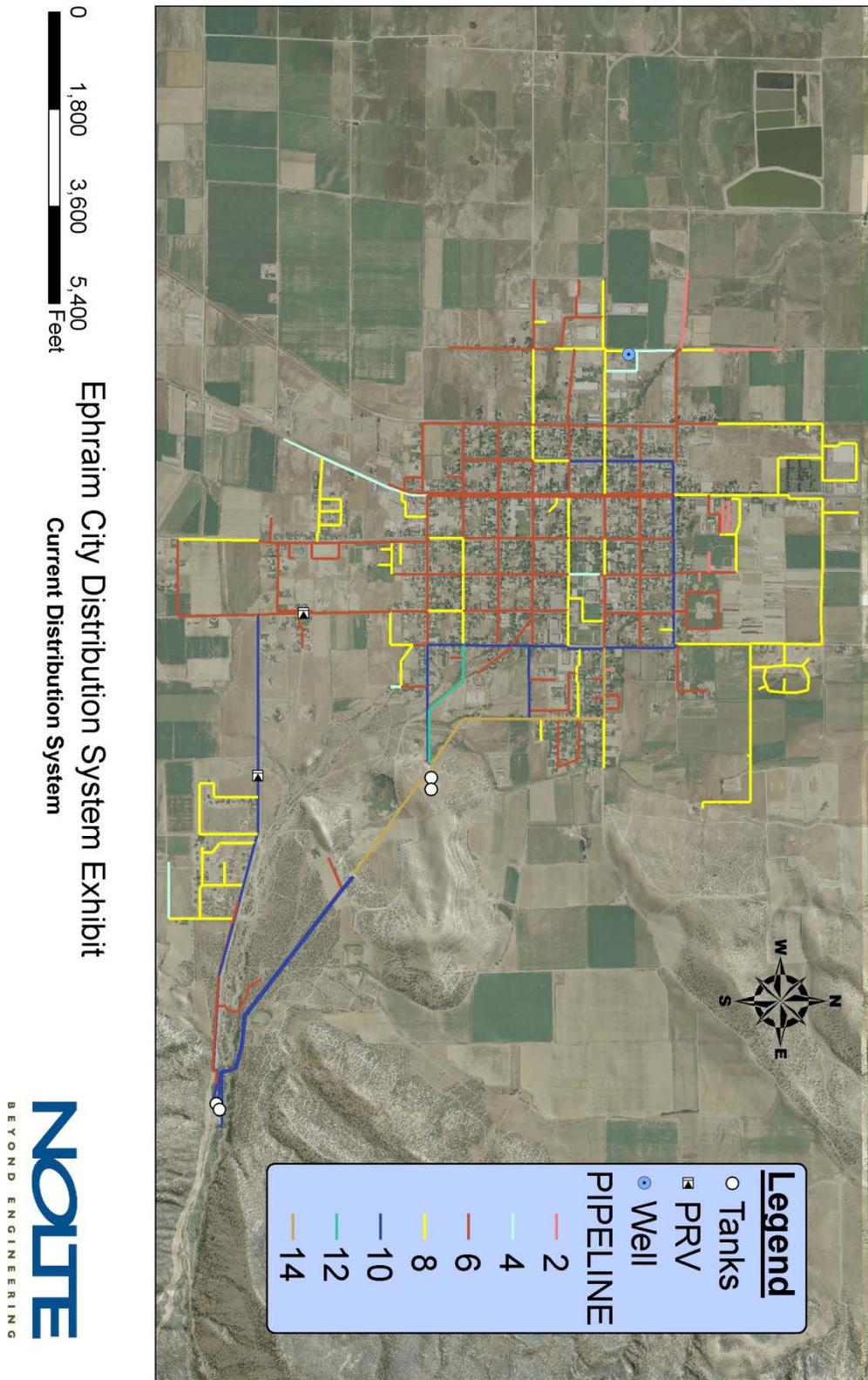
Name	Phone	Email
Public Works Director Chad Parry	(435) 283-4631	<a href="mailto:chadp@ephraimcity.org">chadp@ephraimcity.org</a>

# Appendix

## Appendix A: System Map of the Water Sources and Facilities of Ephraim City



Appendix B: Ephraim City Water Service Area Map



Appendix C: Metered Water usage data

Table: Water usage, by category, in 1,000's of gallons per month, for the year 2014

2014												(1000 gallons)		
Description	January	February	March	April	May	June	July	August	September	October	November	December	Totals	
Agricultural	579	513	502	543	425	529	826	538	550	466	444		5,915	13510
Bulk Water	0	0	0	0	0	0	0	0	0	0	0			
Church/School/Govt	775	994	1,014	3,310	6,394	11,738	12,836	10,634	7,877	4,123	2,462		62,157	14343
City owned	79	7	9	64	492	579	336	359	312	231	27		2,495	
Commerical	1,287	951	1,595	1,256	1,891	3,315	3,099	2,791	3,436	2,439	1,514		23,574	
Industrial	104	74	89	258	312	410	362	371	419	173	101		2,673	
Landlord	1,720	1,606	1,893	1,216	1,501	2,590	2,808	2,120	3,087	2,025	1,846		22,412	
Mobile Home	0	0	0	0	0	0	0	0	0	0	0		0	
Pump	0	0	0	0	0	0	0	0	0	0	0		0	
Residential	8,319	7,126	7,994	9,662	19,811	42,056	44,740	36,512	30,123	15,178	10,279		231,800	
Tenant	619	475	518	590	1,041	1,893	1,769	1,602	1,854	839	617		11,817	
Trailer Park	573	429	376	366	394	704	953	356	1,008	506	501		6,166	
<b>Totals</b>	<b>14,055</b>	<b>12,175</b>	<b>13,990</b>	<b>17,265</b>	<b>32,261</b>	<b>63,814</b>	<b>67,729</b>	<b>55,283</b>	<b>48,666</b>	<b>25,980</b>	<b>17,791</b>	<b>0</b>	<b>369,009</b>	<b>(1000 gallons)</b>
Total Water Units	2117	2167	2174	2151	2168	2161	2158	2179	2171	2149	2166		2160	

Figure: Water usage, by category, in 1,000's of gallons per month, for the year 2014

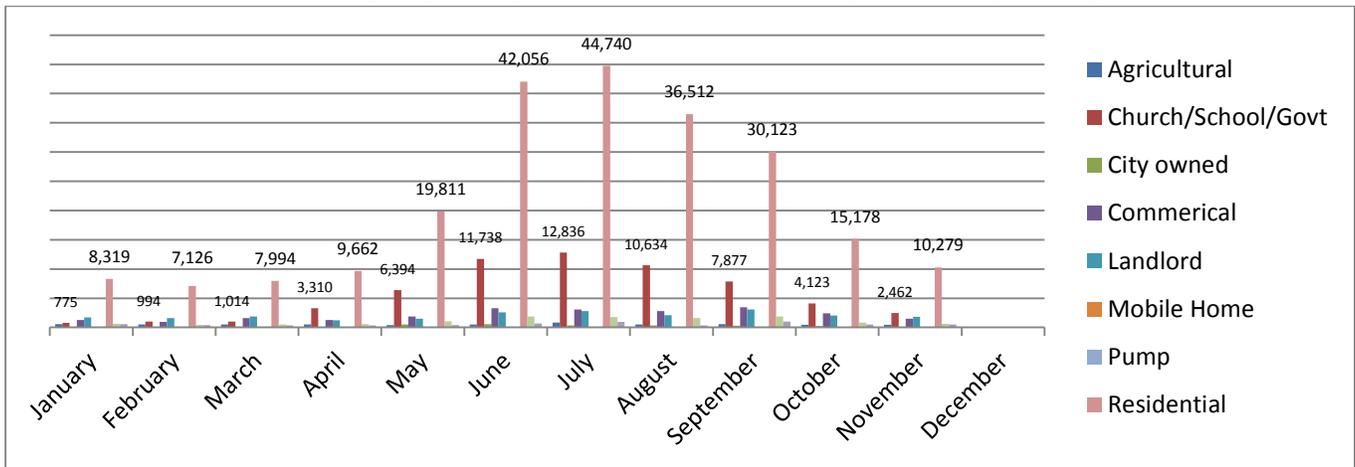
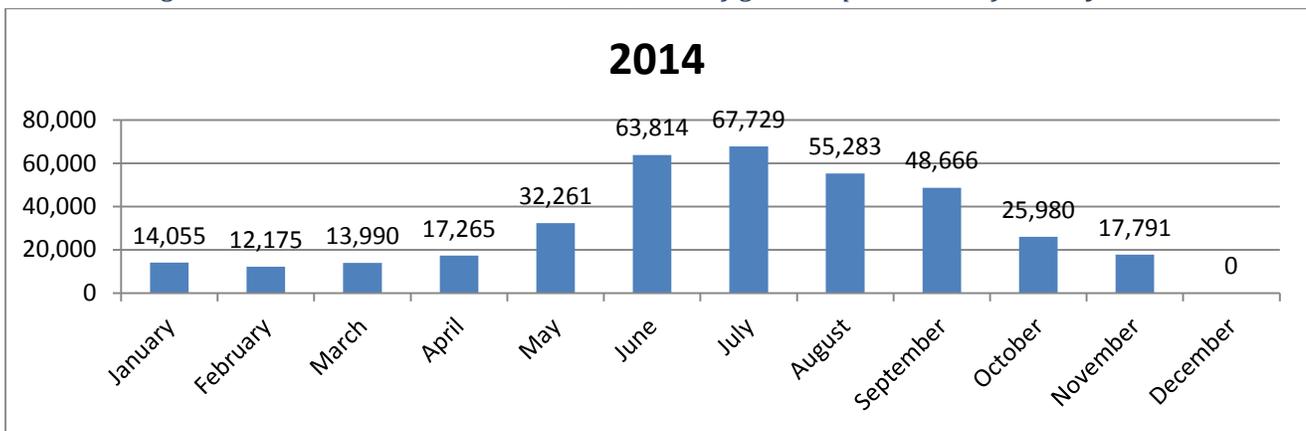


Figure: Total metered water use, in 1,000's of gallons per month, for the year 2014



## **Rate Schedule**

### **Within City Limits:**

\$16.85 Minimum for first 7,000 gal  
\$1.29 per 1,000 gal used for the next 20,000 gal  
\$1.30 per 1,000 gal used for the next 20,000 gal  
\$1.31 per 1,000 gal used for the next 20,000 gal  
\$1.33 per 1,000 gal used for the next 20,000 gal  
\$1.38 per 1,000 gal used for the next 20,000 gal  
\$1.40 per 1,000 gal used for the next 20,000 gal  
\$1.42 per 1,000 gal used over 120,000 gal

### **Outside City Limits:**

\$23.00 Minimum for first 7,000 gal  
\$1.49 per 1,000 gal used for the next 20,000 gal  
\$1.50 per 1,000 gal used for the next 20,000 gal  
\$1.51 per 1,000 gal used for the next 20,000 gal  
\$1.53 per 1,000 gal used for the next 20,000 gal  
\$1.58 per 1,000 gal used for the next 20,000 gal  
\$1.60 per 1,000 gal used for the next 20,000 gal  
\$1.62 per 1,000 gal used over 120,000 gal

*Title page, 2007*

