



**EPHRAIM CITY COUNCIL
WORK MEETING AGENDA
Council Chambers – Ephraim City Hall
5 South Main, Ephraim, Utah
Wednesday, November 4, 2015
5:30 PM**

CALL TO ORDER

ROLL CALL

I. DISCUSSION AGENDA

A. 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 30th day of October, 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, November 4, 2015
6:00 PM**

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

Page

A. Resource Clothing Bank Update – Nancy Bean

II. MOTION AGENDA

A. Approval of the November 3, 2015 Warrant Register **5**

B. Approval of the Minutes of the following City Council Meetings:

1. October 21, 2015 Work Meeting Minutes **13**

2. October 21, 2015 Regular City Council Meeting Minutes **15**

C. Approval of Staff Recommendations:

1. Ephraim City Policy 15-02: iPad/Laptop Reimbursement **22**

Approval of ECP 15-02, a policy describing responsibilities as they relate to providing a reimbursement for iPads or laptops to certain employees to assist in the performance of job duties.

III. ORDINANCE AGENDA

26

1. ECO 15-02: Revised Land Use Ordinance

Adoption of ECO 15-02, an ordinance revising the Ephraim City Land Use Ordinance. (Bryan Kimball)

2. ECO 15-03: Revised Subdivision Ordinance

Adoption of ECO 15-03, an ordinance revising the Ephraim City Subdivision Ordinance. (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.

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 20th day of April, 2015. A copy was also provided to the local media and posted on the Utah State website.

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
ACCURATE MOBILE MIX CONCRETE							
14055	ACCURATE MOBILE MIX CONC	1199	STREETS-CAPITAL OUTLAY-CU	09/10/2015	116.00	.00	
14055	ACCURATE MOBILE MIX CONC	1257	WATER-DEPARTMENT SUPPLI	10/15/2015	396.80	.00	
Total ACCURATE MOBILE MIX CONCRETE:					512.80	.00	
ALSCO							
325	ALSCO	1683928	LIBRARY-MATS	10/19/2015	42.00	.00	
325	ALSCO	1686810	GEN GOVT-CITY HALL MATS	10/26/2015	38.56	.00	
Total ALSCO:					80.56	.00	
ANDERSON, WYATT							
13599	ANDERSON, WYATT	37	CELL PHONE REIMB	11/01/2015	35.00	.00	
Total ANDERSON, WYATT:					35.00	.00	
ANIXTER POWER SOLUTIONS, LLC							
11488	ANIXTER POWER SOLUTIONS,	3000577-01	POWER-DEPARTMENT SUPPLI	10/14/2015	52.25	.00	
Total ANIXTER POWER SOLUTIONS, LLC:					52.25	.00	
AUDIO EDITIONS							
550	AUDIO EDITIONS	1562707	LIBRARY-BOOKS	09/18/2015	8.00	.00	
Total AUDIO EDITIONS:					8.00	.00	
C F MALM ENGINEERS, LLC							
13101	C F MALM ENGINEERS, LLC	INVECP1256	POWER-HYDRO	10/27/2015	1,356.50	.00	
Total C F MALM ENGINEERS, LLC:					1,356.50	.00	
CARVER, KERRY							
1350	CARVER, KERRY	90475	REIMB FOR CELL PHONE	11/01/2015	35.00	.00	
Total CARVER, KERRY:					35.00	.00	
CASELLE, INC							
1365	CASELLE, INC	68616	GEN GOVT-SOFTWARE-MIEXCEL	10/21/2015	1,350.00	.00	
Total CASELLE, INC:					1,350.00	.00	
CASTRO, ENRIQUE C.							
13198	CASTRO, ENRIQUE C.	50	REIMB FOR CELL PHONE USE	11/01/2015	35.00	.00	
Total CASTRO, ENRIQUE C.:					35.00	.00	
CENTURY EQUIPMENT CO.							
1485	CENTURY EQUIPMENT CO.	UL01221	POWER-BACKHOE LEASE	10/23/2015	2,835.00	.00	
1485	CENTURY EQUIPMENT CO.	UL01221	STREETS-BACKHOE LEASE	10/23/2015	945.00	.00	
1485	CENTURY EQUIPMENT CO.	UL01221	WATER-BACKHOE LEASE	10/23/2015	945.00	.00	
1485	CENTURY EQUIPMENT CO.	UL01221	SEWER-BACKHOE LEASE	10/23/2015	945.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CENTURY EQUIPMENT CO.:					5,670.00	.00	
CODALE ELECTRIC SUPPLY, INC							
1715	CODALE ELECTRIC SUPPLY, IN	S5508974.001	POWER-DEPT SUPPLIES	10/06/2015	1,350.00	.00	
1715	CODALE ELECTRIC SUPPLY, IN	S5523811.001	POWER-DEPT SUPPLIES	10/23/2015	194.32	.00	
Total CODALE ELECTRIC SUPPLY, INC:					1,544.32	.00	
COUNCIL ON AGING							
1880	COUNCIL ON AGING	93090	MONTHLY DONATION	11/01/2015	625.00	.00	
Total COUNCIL ON AGING:					625.00	.00	
COX, CARL J. AND ELINOR							
14459	COX, CARL J. AND ELINOR	1510	ELECTRIC-UTILITY DEPOSIT R	10/20/2015	111.90	.00	
Total COX, CARL J. AND ELINOR:					111.90	.00	
DANIELS, CORY							
2075	DANIELS, CORY	40188	REIMB FOR CELL PHONE	11/01/2015	35.00	.00	
Total DANIELS, CORY:					35.00	.00	
DEMCO, INC							
2195	DEMCO, INC	5692895	LIBRARY-OFFICE SUPPLIES	09/18/2015	100.39	.00	
Total DEMCO, INC:					100.39	.00	
ELECTRICAL WHOLESALE SUPPLY OF UTAH							
2555	ELECTRICAL WHOLESALE SUP	910199232	POWER- DEPARTMENT SUPPLI	10/20/2015	8.15	.00	
2555	ELECTRICAL WHOLESALE SUP	910215375	POWER-EQUIP SUPPLIES & MA	10/22/2015	154.75	.00	
Total ELECTRICAL WHOLESALE SUPPLY OF UTAH:					162.90	.00	
EPHRAIM CITY CORP.							
2670	EPHRAIM CITY CORP.	1510A	UTILITIES-AIRPORT-AWOS-631	11/02/2015	8.45	.00	
2670	EPHRAIM CITY CORP.	1510B	UTILITIES-AIRPORT-NORTH HA	11/02/2015	15.66	.00	
2670	EPHRAIM CITY CORP.	1510C	UTILITIES-AIRPORT-5226001	11/02/2015	78.60	.00	
2670	EPHRAIM CITY CORP.	1510D	UTILITIES-AIRPORT LOUNGE-5	11/02/2015	36.72	.00	
2670	EPHRAIM CITY CORP.	1510E	UTILITIES-ECHA-LOT#10-HIDDE	11/02/2015	25.88	.00	
2670	EPHRAIM CITY CORP.	1510F	UTILITIES-ECHA-LOT#19-HIDDE	11/02/2015	16.85	.00	
Total EPHRAIM CITY CORP.:					182.16	.00	
EVCO HOUSE OF HOSE							
2800	EVCO HOUSE OF HOSE	SP043035	STREETS-EQUIP SUPPLIES &	10/21/2015	35.52	.00	
Total EVCO HOUSE OF HOSE:					35.52	.00	
GALE/CENGAGE LEARNING							
3035	GALE/CENGAGE LEARNING	56445746	LIBRARY-BOOKS, ETC	10/09/2015	48.98	.00	
3035	GALE/CENGAGE LEARNING	56546237	LIBRARY-BOOKS, ETC	10/22/2015	21.69	.00	
Total GALE/CENGAGE LEARNING:					70.67	.00	
GRYFFYN ENTERPRISES							
14256	GRYFFYN ENTERPRISES	531	REC-SOCCER-MEDALS	10/20/2015	507.80	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
14256	GRYFFYN ENTERPRISES	531	REC-VOLLEYBALL-MEDALS	10/20/2015	19.80	.00	
14256	GRYFFYN ENTERPRISES	531	REC-FLAG FOOTBALL MEDALS	10/20/2015	21.60	.00	
Total GRYFFYN ENTERPRISES:					549.20	.00	
HAMILTON ASSOCIATES							
12655	HAMILTON ASSOCIATES	150668-01	POWER-METERING	10/16/2015	11,417.28	.00	
Total HAMILTON ASSOCIATES:					11,417.28	.00	
HANSEN, JARED							
3429	HANSEN, JARED	38	REIMB FOR CELL PHONE	11/01/2015	35.00	.00	
Total HANSEN, JARED:					35.00	.00	
HANSON, BRANT							
14141	HANSON, BRANT	1509B	ADMIN-MILEAGE-ECON DEVT	09/28/2015	176.32	176.32	11/02/2015
14141	HANSON, BRANT	1510A	ADMIN-TRAVEL-MEALS-CDBG	10/22/2015	15.00	15.00	11/02/2015
14141	HANSON, BRANT	1510A	ADMIN-TRAVEL-MILEAGE-CDB	10/22/2015	41.80	41.80	11/02/2015
Total HANSON, BRANT:					233.12	233.12	
HENRY, VIRGINIA							
14267	HENRY, VIRGINIA	1510	JUSTICE COURT-RESTITUTION	10/22/2015	25.00	.00	
Total HENRY, VIRGINIA:					25.00	.00	
INGRAM LIBRARY SERVICES							
3875	INGRAM LIBRARY SERVICES	89300921	LIBRARY-BOOKS	09/16/2015	33.54	.00	
3875	INGRAM LIBRARY SERVICES	89300922	LIBRARY-BOOKS	09/16/2015	34.40	.00	
3875	INGRAM LIBRARY SERVICES	89357485	LIBRARY-BOOKS	09/18/2015	32.39	.00	
3875	INGRAM LIBRARY SERVICES	89357486	LIBRARY-BOOKS	09/18/2015	29.99	.00	
3875	INGRAM LIBRARY SERVICES	89357487	LIBRARY-BOOKS	09/18/2015	261.28	.00	
3875	INGRAM LIBRARY SERVICES	89358082	LIBRARY-BOOKS	09/20/2015	10.37	.00	
3875	INGRAM LIBRARY SERVICES	89425099	LIBRARY-BOOKS	09/22/2015	9.27	.00	
3875	INGRAM LIBRARY SERVICES	89425100	LIBRARY-BOOKS	09/22/2015	54.62	.00	
3875	INGRAM LIBRARY SERVICES	89431280	LIBRARY-BOOKS	09/22/2015	18.84	.00	
3875	INGRAM LIBRARY SERVICES	89431281	LIBRARY-BOOKS	09/22/2015	4.38	.00	
3875	INGRAM LIBRARY SERVICES	89431282	LIBRARY-BOOKS	09/22/2015	30.96	.00	
3875	INGRAM LIBRARY SERVICES	89431283	LIBRARY-BOOKS	09/22/2015	32.95	.00	
3875	INGRAM LIBRARY SERVICES	89478413	LIBRARY-BOOKS	09/24/2015	31.92	.00	
Total INGRAM LIBRARY SERVICES:					584.91	.00	
JENSEN, BILL							
4128	JENSEN, BILL	100293	CONTRACT FEE-INTERPRETER	11/01/2015	200.00	.00	
Total JENSEN, BILL:					200.00	.00	
JENSEN, JEFF							
4135	JENSEN, JEFF	7	CELL PHONE REIMBURSEMEN	11/01/2015	35.00	.00	
Total JENSEN, JEFF:					35.00	.00	
KBC TOOLS, INC.							
4398	KBC TOOLS, INC.	4389010	WATER-EQUIPMENT SUPPLIES	08/13/2015	119.00	.00	
4398	KBC TOOLS, INC.	4389010	POWER- EQUIPMENT SUPPLIES	08/13/2015	118.99	.00	
4398	KBC TOOLS, INC.	4389063	WATER-EQUIPMENT SUPPLIES	08/13/2015	16.43	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
4398	KBC TOOLS, INC.	4389063	POWER- EQUIPMENT SUPPLIES	08/13/2015	16.42	.00	
4398	KBC TOOLS, INC.	4390763	WATER-EQUIPMENT SUPPLIES	08/19/2015	11.30	.00	
4398	KBC TOOLS, INC.	4390763	POWER- EQUIPMENT SUPPLIES	08/19/2015	11.30	.00	
4398	KBC TOOLS, INC.	4397892	WATER-EQUIPMENT SUPPLIES	09/08/2015	160.60	.00	
Total KBC TOOLS, INC.:					454.04	.00	
KENT'S MARKET							
4440	KENT'S MARKET	1510	ADMIN-EMP MEETINGS-BIRTHD	10/19/2015	16.99	.00	
Total KENT'S MARKET:					16.99	.00	
KIMBALL, BRYAN							
4475	KIMBALL, BRYAN	1510	COMM DEV-MILEAGE-UT LAND	10/29/2015	232.78	.00	
Total KIMBALL, BRYAN:					232.78	.00	
LANDIS+GYR TECHNOLOGIES LLC							
3735	LANDIS+GYR TECHNOLOGIES	90202047	POWER-MONTHLY HOSTING C	10/20/2015	16.65	.00	
3735	LANDIS+GYR TECHNOLOGIES	90202184	POWER-CCMSP MONTHLY FEE	10/21/2015	675.00	.00	
Total LANDIS+GYR TECHNOLOGIES LLC:					691.65	.00	
LARSEN, JASON							
4665	LARSEN, JASON	90480	REIMB FOR CELL PHONE	11/01/2015	35.00	.00	
Total LARSEN, JASON:					35.00	.00	
MANN, JOSH							
14178	MANN, JOSH	11	POWER - CELL PHONE REIMB	11/01/2015	35.00	.00	
Total MANN, JOSH:					35.00	.00	
MANTI TELEPHONE COMPANY							
5165	MANTI TELEPHONE COMPANY	1510	GEN GOVT-PHONE	11/01/2015	589.25	.00	
5165	MANTI TELEPHONE COMPANY	1510	POWER-PHONE	11/01/2015	276.44	.00	
5165	MANTI TELEPHONE COMPANY	1510	SEWER-PHONE	11/01/2015	88.96	.00	
5165	MANTI TELEPHONE COMPANY	1510	LIBRARY-PHONE	11/01/2015	149.01	.00	
5165	MANTI TELEPHONE COMPANY	1510	FIRE-PHONE	11/01/2015	46.12	.00	
5165	MANTI TELEPHONE COMPANY	1510	REC-PHONE	11/01/2015	48.73	.00	
5165	MANTI TELEPHONE COMPANY	1510	POWER-PHONE	11/01/2015	99.73	.00	
5165	MANTI TELEPHONE COMPANY	1510	AIRPORT-PHONE	11/01/2015	133.00	.00	
Total MANTI TELEPHONE COMPANY:					1,431.24	.00	
MAPLE LEAF CO. SEED DIVISION							
5176	MAPLE LEAF CO. SEED DIVISIO	29500	Grass CEMETERY-GROUNDS MAINT	11/02/2015	425.00	.00	
Total MAPLE LEAF CO. SEED DIVISION:					425.00	.00	
MASON, MARLIN							
5255	MASON, MARLIN	93093	CONTRACT FOR COMPUTERS	11/01/2015	2,917.00	.00	
Total MASON, MARLIN:					2,917.00	.00	
MELLOR, DALAN B.							
13550	MELLOR, DALAN B.	39	REIMBURSE FOR CELL PHONE	11/01/2015	35.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total MELLOR, DALAN B.:					35.00	.00	
MOUNTAINLAND SUPPLY, LLC							
5640	MOUNTAINLAND SUPPLY, LLC	S101590364.0	WATER- DEPARTMENT SUPPLI	10/16/2015	209.59	.00	
Total MOUNTAINLAND SUPPLY, LLC:					209.59	.00	
NELL, KATHY							
14463	NELL, KATHY	1510	MISS EPHRAIM-FLOAT-GAS REI	10/26/2015	26.10	.00	
Total NELL, KATHY:					26.10	.00	
OFFICE DEPOT							
5990	OFFICE DEPOT	801258120001	ADMIN-OFFICE SUPPLIES-TON	10/21/2015	251.06	.00	
Total OFFICE DEPOT:					251.06	.00	
PARK PLACE APARTMENTS							
6235	PARK PLACE APARTMENTS	1510A	COURT-RESTITUTION-KRYSTA	10/22/2015	140.00	.00	
Total PARK PLACE APARTMENTS:					140.00	.00	
QUESTAR GAS							
6745	QUESTAR GAS	1510	FIRE-GAS	10/22/2015	29.21	.00	
6745	QUESTAR GAS	1510	STREET- GAS	10/22/2015	12.27	.00	
6745	QUESTAR GAS	1510	WATER- GAS	10/22/2015	12.27	.00	
6745	QUESTAR GAS	1510	SEWER- GAS	10/22/2015	12.28	.00	
6745	QUESTAR GAS	1510	POWER-GAS	10/22/2015	16.83	.00	
6745	QUESTAR GAS	1510	GEN GOV-GAS	10/22/2015	113.44	.00	
6745	QUESTAR GAS	1510	REC-GAS	10/22/2015	16.46	.00	
Total QUESTAR GAS:					212.76	.00	
ROBERTS, MARIAH							
14462	ROBERTS, MARIAH	1510	ELECTRIC-UTILITY DEPOSIT R	10/20/2015	114.21	.00	
Total ROBERTS, MARIAH:					114.21	.00	
SALAZAR, DAYMARELYS							
14461	SALAZAR, DAYMARELYS	1510	WATER-UTILITY DEPOSIT REF	10/20/2015	29.98	.00	
Total SALAZAR, DAYMARELYS:					29.98	.00	
SANPETE COUNTY TREASURER							
12510	SANPETE COUNTY TREASURE	1510A	SEWER-PROPERTY TAXES-596	10/27/2015	13.79	.00	
12510	SANPETE COUNTY TREASURE	1510B	SEWER-PROPERTY TAXES-596	10/27/2015	87.30	.00	
12510	SANPETE COUNTY TREASURE	1510C	WATER-PROPERTY TAXES-781	10/27/2015	7.79	.00	
12510	SANPETE COUNTY TREASURE	1510D	WATER-PROPERTY TAXES-609	10/27/2015	6.63	.00	
12510	SANPETE COUNTY TREASURE	1510E	WATER-PROPERTY TAXES-609	10/27/2015	55.87	.00	
12510	SANPETE COUNTY TREASURE	1510F	WATER-PROPERTY TAXES-609	10/27/2015	28.78	.00	
12510	SANPETE COUNTY TREASURE	1510G	WATER-PROPERTY TAXES-609	10/27/2015	27.77	.00	
12510	SANPETE COUNTY TREASURE	1510H	WATER-PROPERTY TAXES-609	10/27/2015	6.63	.00	
12510	SANPETE COUNTY TREASURE	1510I	WATER-PROPERTY TAXES-610	10/27/2015	13.32	.00	
12510	SANPETE COUNTY TREASURE	1510J	WATER-PROPERTY TAXES-610	10/27/2015	22.13	.00	
12510	SANPETE COUNTY TREASURE	1510K	WATER-PROPERTY TAXES-610	10/27/2015	56.68	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total SANPETE COUNTY TREASURER:					326.69	.00	
SCHINDLER ELEVATOR CORPORATION							
7502	SCHINDLER ELEVATOR CORP	8104131740	CITY BLDG- ELEVATOR MAINT	01/01/2015	785.76	.00	
Total SCHINDLER ELEVATOR CORPORATION:					785.76	.00	
SCHOLZEN PRODUCTS CO INC							
7505	SCHOLZEN PRODUCTS CO INC	6076559-00	WATER-DEPARTMENT SUPPLI	10/05/2015	2,175.72	.00	
7505	SCHOLZEN PRODUCTS CO INC	6076905-00	WATER-DEPARTMENT SUPPLI	10/06/2015	1,148.68	.00	
7505	SCHOLZEN PRODUCTS CO INC	6079440-00	WATER-DEPARTMENT SUPPLI	10/19/2015	340.00	.00	
7505	SCHOLZEN PRODUCTS CO INC	HR03005349	WATER-CYLINDER RENTAL	10/15/2015	72.00	.00	
Total SCHOLZEN PRODUCTS CO INC:					3,736.40	.00	
SEELY, AILEEN							
14460	SEELY, AILEEN	1510	ELECTRIC-UTILITY DEPOSIT R	10/20/2015	91.38	.00	
Total SEELY, AILEEN:					91.38	.00	
SEVIER OFFICE SUPPLY							
7575	SEVIER OFFICE SUPPLY	852232-0	FINANCE-OFFICE SUPPLIES-O	10/27/2015	169.99	.00	
7575	SEVIER OFFICE SUPPLY	852232-0	ADMIN-OFFICE SUPPLIES-PRIN printing & envelopes	10/27/2015	756.00	.00	
Total SEVIER OFFICE SUPPLY:					925.99	.00	
SIMPLEXGRINNELL, LP							
7695	SIMPLEXGRINNELL, LP	78200724	ALARM SYSTEM MAINTENANC	10/27/2015	48.56	.00	
7695	SIMPLEXGRINNELL, LP	78200725	ALARM SYSTEM-PUBLIC SAFE	10/27/2015	48.56	.00	
Total SIMPLEXGRINNELL, LP:					97.12	.00	
SLATE ROCK SAFETY, LLC							
14464	SLATE ROCK SAFETY, LLC	10379	POWER-CLOTHING-SHIRTS,JEANS	10/21/2015	2,446.68	.00	
Total SLATE ROCK SAFETY, LLC:					2,446.68	.00	
SNOW COLLEGE ATHLETIC DEPARTMENT							
7845	SNOW COLLEGE ATHLETIC DE	1510	DONATIONS-ADVERTISING BANNE	10/19/2015	300.00	.00	
Total SNOW COLLEGE ATHLETIC DEPARTMENT:					300.00	.00	
SOUTHWEST PLUMBING SUPPLY							
7990	SOUTHWEST PLUMBING SUPP	S2544289.001	POWER-DEPARTMENT SUPPLI	10/20/2015	22.07	.00	
7990	SOUTHWEST PLUMBING SUPP	S2544340.001	WATER-DEPARTMENT SUPPLI	10/20/2015	113.54	.00	
7990	SOUTHWEST PLUMBING SUPP	S2544810.001	STREETS-BEAUTIFICATION	10/21/2015	59.64	.00	
7990	SOUTHWEST PLUMBING SUPP	S2544845.001	GEN GOVT BLDGS-BLDGS SUP	10/22/2015	29.76	.00	
7990	SOUTHWEST PLUMBING SUPP	S2544849.001	CEMETERY-GROUNDS MAINTE	10/21/2015	2.55	.00	
Total SOUTHWEST PLUMBING SUPPLY:					227.56	.00	
STALLINGS SHEET METAL							
8105	STALLINGS SHEET METAL	S-4526	HISTORICAL BLDG MAINT-ART Art center-Furniture Maintenance	10/15/2015	35.00	.00	
Total STALLINGS SHEET METAL:					35.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
STATE OF UT - DIV. OF PURCHASE & G.S.							
12255	STATE OF UT - DIV. OF PURCH	W3373817	ADMIN-COPIES	10/08/2015	400.80	.00	
12255	STATE OF UT - DIV. OF PURCH	W3375136	LIBRARY-COPIER LEASE	10/08/2015	67.54	.00	
Total STATE OF UT - DIV. OF PURCHASE & G.S.:					468.34	.00	
STEVENS, LLOYD							
8272	STEVENS, LLOYD	1510	FIRE-SALARY AND WAGES	10/27/2015	311.68	311.68	10/27/2015
Total STEVENS, LLOYD:					311.68	311.68	
T & R SPORTS							
8458	T & R SPORTS	512	REC-FOOTBALL-WHISTLES	09/11/2015	67.96	.00	
8458	T & R SPORTS	518	REC-VOLLEYBALL-BALLS	10/16/2015	59.97	.00	
Total T & R SPORTS:					127.93	.00	
THE PYRAMID							
14465	THE PYRAMID	1510	ADMIN-NEWSPAPER AD-BEST OF SANPETE	10/23/2015	149.00	.00	
Total THE PYRAMID:					149.00	.00	
THOMPSON OIL CO.							
8690	THOMPSON OIL CO.	51722	POWER-BULK FUEL	10/27/2015	2,084.30	.00	
8690	THOMPSON OIL CO.	51722	STREET-BULK FUEL	10/27/2015	694.77	.00	
8690	THOMPSON OIL CO.	51722	WATER-BULK FUEL	10/27/2015	694.77	.00	
8690	THOMPSON OIL CO.	51722	SEWER-BULK FUEL	10/27/2015	694.77	.00	
8690	THOMPSON OIL CO.	51736	POWER-BULK FUEL	10/30/2015	265.50	.00	
8690	THOMPSON OIL CO.	51736	STREET-BULK FUEL	10/30/2015	88.50	.00	
8690	THOMPSON OIL CO.	51736	WATER-BULK FUEL	10/30/2015	88.50	.00	
8690	THOMPSON OIL CO.	51736	SEWER-BULK FUEL	10/30/2015	88.50	.00	
Total THOMPSON OIL CO.:					4,699.61	.00	
THOMSON, BRIAN							
11514	THOMSON, BRIAN	40188	REIMB FOR CELL PHONE	11/01/2015	35.00	.00	
Total THOMSON, BRIAN:					35.00	.00	
UAMPS							
8920	UAMPS	1509	POWER-POWER BILL-SEP	10/25/2015	144,421.35	144,421.35	10/27/2015
Total UAMPS:					144,421.35	144,421.35	
UTAH LEAGUE OF CITIES & TOWNS							
9225	UTAH LEAGUE OF CITIES & TO	EPH100 A	LEGIS-MEMBERSHIP FEE-SQUIRE	10/23/2015	1,050.00	.00	
9225	UTAH LEAGUE OF CITIES & TO	EPH100 B	COMM DEV-MEMBERSHIP-KIM	10/23/2015	150.00	.00	
9225	UTAH LEAGUE OF CITIES & TO	EPH100 C	ADMIN-MEMBERSHIP FEE-HANSON	10/23/2015	500.00	.00	
Total UTAH LEAGUE OF CITIES & TOWNS:					1,700.00	.00	
UTAH MEDIA GROUP							
14255	UTAH MEDIA GROUP	I01039195	POLICE-OFFICE SUPPLIES	07/12/2015	746.00	.00	
Total UTAH MEDIA GROUP:					746.00	.00	
VOX							
13913	VOX	112666	GEN GOV-YOUTH COUNCIL-SH Shirts & Jackets	10/30/2015	877.90	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total VOX:					877.90	.00	
WALMART COMMUNITY / GEMB							
9540	WALMART COMMUNITY / GEMB	1510	ADMIN-OFFICE SUPPLIES	10/27/2015	11.93	.00	
Total WALMART COMMUNITY / GEMB:					11.93	.00	
WARNOCK, LEIGH ANN							
9553	WARNOCK, LEIGH ANN	1510	ADMIN- MEALS, LODGING, PAR	10/27/2015	82.00	.00	
Total WARNOCK, LEIGH ANN:					82.00	.00	
WATTS STEAM STORE UTAH, INC							
13964	WATTS STEAM STORE UTAH, I	15764	POWER-BUILDINGS SUPPLIES	08/31/2015	431.00	431.00	10/20/2015
Total WATTS STEAM STORE UTAH, INC:					431.00	431.00	
ZIONS BANK - BANKCARD CENTER							
9942	ZIONS BANK - BANKCARD CEN	1510	FINANCE-BANKING FEES	10/26/2015	116.88	.00	
9942	ZIONS BANK - BANKCARD CEN	1510	FINANCE-TRAVEL-CASELLE	10/26/2015	763.16	.00	
9942	ZIONS BANK - BANKCARD CEN	1510	ADMIN-TRAVEL	10/26/2015	2,716.31	.00	
9942	ZIONS BANK - BANKCARD CEN	1510	POLICE-TRAVEL	10/26/2015	145.60	.00	
9942	ZIONS BANK - BANKCARD CEN	1510	POLICE-DEPARTMENT SUPPLI	10/26/2015	431.05	.00	
9942	ZIONS BANK - BANKCARD CEN	1510	POWER-EMPLOYEE MEETING-	10/26/2015	14.43	.00	
Total ZIONS BANK - BANKCARD CENTER:					4,187.43	.00	
Grand Totals:					199,561.63	145,397.15	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

WORK MEETING MINUTES
CITY COUNCIL
 CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
 5 SOUTH MAIN, EPHRAIM, UTAH
OCTOBER 21, 2015
5:30 PM

CALL TO ORDER

The Ephraim City Council convened in a work meeting on Wednesday, October 21, 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
 Terry Lund
 Alma Lund

STAFF PRESENT

Brant Hanson, City Manager
 Marcus Gilson, City Attorney
 Bryan Kimball, City Planner
 Leigh Ann Warnock, City Recorder
 Steve Widmer, Financial Director
 Ron Rasmussen, Police Chief

STAFF EXCUSED

Cory Daniels, Power Director
 Chad Parry, Public Works Director

I. DISCUSSION AGENDA**A. AGENDA REVIEW****Warrant Register Inquiries**

Item - Lookout Books is owed a fairly large amount. Steve Widmer explained that charge is for an order of books made by the library. He commented they do a good job of staying within their budget.

Item – Lucky Dog Recreation – this is for the park being built by the ECHA. The money comes from the Olene Walker grant.

Minutes Corrections

Item – The Youth City Council are helping with the Fall Harvest Festival, rather than helping with the harvest.

Wathen Subdivision

Mr. Wathen lives at approximately 50 E 800 S behind the Cottonwood Phase II Subdivision. He is coming in for conceptual approval. Planning Commission approved his preliminary drawings.

Safety concerns were an issue. Mr. Wathen would like to stick with City standards and keep the original width for the right-of-way.

Brant commented the City would like to partner with him on this project and continue the road which will become an important road in the future. Staff recommended approval as shown. The City is interested in continuing the sewer and would like to do that before he lays his asphalt. His home is on septic.

John Scott expressed concern about creating a precedent to put so much money into a new subdivision. Bryan pointed out it creates a precedent either way, whether or not we want to continue streets throughout the city. Setting precedents require a case by case investigation.

ADJOURN

There being no further discussion, Councilmember Terry Lund moved the work meeting adjourn. The motion was seconded by Councilmember Margie Anderson. The vote was unanimous. The motion carried.

MINUTES APPROVED:

Mayor

Date

ATTEST:

City Recorder

Date

MINUTES
REGULAR CITY COUNCIL MEETING
 CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
 5 SOUTH MAIN, EPHRAIM, UTAH
OCTOBER 21, 2015
6:00 PM

CALL TO ORDER

The Ephraim City Council convened in a Regular City Council Meeting on Wednesday, October 21, 2015, in the City Council Room. Mayor Squire called the meeting to order at 6:03 p.m.

OPENING CEREMONY

Councilmember John Scott offered an opening prayer. Scout Caleb Whitaker led the audience in the Pledge of Allegiance.

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
 Marcus Gilson, City Attorney
 Bryan Kimball, City Planner
 Leigh Ann Warnock, City Recorder
 Steve Widmer, Financial Director
 Ron Rasmussen, Police Chief

STAFF EXCUSED

Cory Daniels, Power Director
 Chad Parry, Public Works Director

PUBLIC COMMENT

No public comment presented.

I. PRESENTATIONS

A. RESOURCE CLOTHING BANK

This presentation will be rescheduled.

B. SWEARING IN OF NEW POLICE OFFICER

Chief Rasmussen introduced Officer Darren Pead who was then sworn in by Ephraim City Recorder, Leigh Ann Warnock.

II. MOTION AGENDA

A. APPROVAL OF WARRANT REGISTER

The Council reviewed the Warrant Register of October 19, 2015.

Councilmember John Scott moved to approve the October 19, 2015 Warrant Register. The motion was seconded by Councilmember Alma Lund. A roll call vote was taken: voting “yes” Councilmembers Tyler Alder, Margie Anderson, Alma Lund, Terry Lund, and John Scott. The vote was unanimous. The motion carried.

B. APPROVAL OF MINUTES

The Council reviewed the minutes of the October 7, 2015 City Council Work Meeting.

The Council reviewed the minutes of the October 7, 2015 Regular City Council Meeting.

Councilmember Margie Anderson moved to approve the October 7, 2015 City Council Work Meeting and Regular City Council Meeting Minutes with the correction mentioned in the Work Meeting. The motion was seconded by Councilmember Tyler Alder. A roll call vote was taken: voting “yes” Councilmembers Tyler Alder, Margie Anderson, Alma Lund, Terry Lund, and John Scott. The vote was unanimous. The motion carried.

C. APPROVAL OF STAFF RECOMMENDATIONS

1. PRELIMINARY PLAN REVIEW: WATHEN 7-LOT SUBDIVISION

Merriel Wathen previously received Conceptual Plan Approval from the Council for a seven lot subdivision to include his current residence. Planning Commission members recently reviewed the further developed Preliminary Plans for the subdivision and feel it will be a good addition to the City.

Mr. Wathen is proposing to match the existing full width street improvements of the Cottonwood Phase 2 Subdivision, including a full width fully paved road with curb/sidewalk along his frontage (56’ right of way). However, there is a strip of land approximately 200-250 feet long and 50 feet wide, previously intended for a future road, which would connect his subdivision into 100 East. This strip of land is not owned by Mr. Wathen and is considered “off-site” of his development. Mr. Wathen is proposing to construct a 24 foot asphalt road along this off-site stretch to connect his subdivision to 100 East. This portion would only consist of 24 feet of asphalt instead of the normal 36 feet of asphalt, and no sidewalk or curb, in accordance with current city ordinances for off-site street improvements. The neighbors which adjoin this stretch of road do not wish

to participate at this time with improving their frontage, and since they are already existing, such homes have historically not been required to pay for new street improvements in the vicinity. The existing adjoining homes are unlikely to further develop into smaller lots in the future so this stretch of road may possibly be only partially completed with 24 feet of asphalt and no sidewalk for the foreseeable future.

This road is located close to a school, a church and a park. There is a large amount of pedestrian traffic, especially young children from the adjoining Cottonwood Subdivision; therefore, the Planning Commission is recommending the off-site road improvements be upgraded to look like a fully finished street while it is being constructed, since it may never be fully completed after the fact unless the City pays to complete the improvements in the future. This would include a fully improved road, including paved curb-to-curb with sidewalk on both sides of the road. The challenge is that this is beyond what is required for normal development for off-site improvements according to the City ordinances and Mr. Wathen would be entitled to some sort of compensation for this additional expense that is beyond his subdivision requirements. With this in mind, the Planning Commission suggested that he be allowed to reduce the width of his road along his frontage and apply that cost savings in asphalt instead to the cost of the off-site improvements such that he would bear no additional expense. Thus, instead of the normal 36 foot asphalt section that reduces to 24 feet to tie into 100 East, perhaps the entire 7 lot subdivision can be reduced to 24 feet of asphalt, then apply that cost savings to extend the sidewalk and curb all the way up to 100 East. This would provide a "finished" street without the City or the adjoining existing houses being forced to pay additional funds to provide the finished improvements. The one downside being that it would eliminate on-street parking for the proposed homes in this 7 lot subdivision.

If this turns out to be unfeasible the Planning Commission recommends simply reverting back to what is originally proposed, with a full width road along his subdivision, reducing to 24 feet of asphalt (one lane in each direction) connecting to 100 East as currently shown on his plans.

There may or may not be a planter strip the entire length of the road, but the width of the road will change. He has a fixed cost as estimated by his consulting engineer for the 24' of asphalt up to 100 East. If the entire width of the road is increased, that will add more to the cost. 24' is already existing and meets the requirements of our ordinance. This will be a connecting road and will need to be completed. These roads were approved long before the development came in.

Mr. Wathen needs a second access and is willing to extend the 24' of road on property beyond his subdivision.

Chief Rasmussen sees a big safety concern with the fact that there will be no sidewalks for the children to walk on going to school. Brant Hanson suggested the City do curb and gutter on the North side at this time and finish the other side at a later date.

Bryan suggested making the motion with the final location of that road to be determined at a later date.

Councilmember Terry Lund moved to approve the Preliminary Plan Review of the Wathen 7-Lot Subdivision as recommended by Planning Commission and Staff. The motion was seconded by Councilmember Alma Lund. A roll call vote was taken: voting “yes” Councilmembers Margie Anderson, Alma Lund, Terry Lund, and John Scott. Voting No, Councilmember Alder. The motion carried 4-1.

III. PUBLIC HEARING AND RELATED ACTIONS

A. PUBLIC HEARING

Councilmember Margie Anderson moved to open the Public Hearing for the purpose of receiving comment on a CIB application for funding for the Ephraim City Culinary Pipeline as part of the Ephraim Tunnel Project. The motion was seconded by Councilmember Tyler Alder. The vote was unanimous. The motion carried.

Ephraim City is seeking to repair the Ephraim Tunnel to preserve a critical water conveyance structure that provides both culinary and secondary water to Ephraim and the surrounding area. This has been identified as a high priority project for both the City and the Irrigation Company. In order to seek CIB funding, a public hearing must be held with public comment received on the project priority list and potential use of CIB funding on this project.

Planning and efforts to repair the water tunnel are under way. The tunnel brings in over one half of the city’s water supply. We have already acquired a grant and a loan to cover a portion of the project. This is an attempt to pursue another grant amount from the CIB Board. The dollar amount is a half million dollars to install a culinary pipeline through the tunnel.

Mayor Squire opened the public hearing to public comment.

Greg Boothe asked the degree of deterioration of the tunnel at this point. From 1937 to now it is considerable. The City crews will not go into the tunnel any more. Deterioration has escalated over the last 4 years. Walls are deteriorating and collapsing. Rocks and debris are collecting in the tunnel and blocking water movement.

Councilmember Margie Anderson moved to close the public hearing. The motion was seconded by Councilmember Tyler Alder. The vote was unanimous. The motion carried.

B. UPDATE CIB 2016 CONSOLIDATED LOCAL CAPITAL IMPROVEMENT LIST

Councilmember John Scott moved to approve the CIB project priority list which lists the Ephraim Tunnel and related culinary pipeline as a short term priority for Ephraim City. The motion was seconded by Councilmember Terry Lund. A roll call vote was taken:

voting “yes” Councilmembers Tyler Alder, Margie Anderson, Alma Lund, Terry Lund, and John Scott. The vote was unanimous. The motion carried.

IV. RESOLUTION AGENDA

A. RESOLUTION ECR 15-14, A RESOLUTION ADOPTING REVISED CONSOLIDATED FEE SCHEDULE

The following changes are proposed to the Ephraim Consolidated Fee Schedule:

Library – Interlibrary Loan Fee raised from \$3.00 to \$3.50
Water Fee decrease for users outside City limits

Brant met with a number of non-residents and each has agreed and understood they were to pay twice the amount. There is no debate on the amount; the issue is the financial burden it places on those families to increase it the entire amount at one time. There are 30-35 customers affected by this increase. 1.5 times the amount is appropriate for right now and the City reserves the right to increase it the entire amount in the new fiscal year upon evaluation at that time.

Councilmember Terry Lund moved to approve ECR 15-14, a Resolution updating Ephraim’s Fee Schedule to include the changes listed above. The motion was seconded by Councilmember Margie Anderson. A roll call vote was taken: voting “yes” Councilmembers Tyler Alder, Margie Anderson, Alma Lund, Terry Lund, and John Scott. The vote was unanimous. The motion carried.

V. APPOINTMENTS AND COUNCIL REPORTS

Tyler Alder

Recreation - Soccer ends this week and flag football will be done next week. Basketball starts the first of November. Volleyball is still underway.

Margie Anderson

Youth City Council – They have made their plans for the year. They will be attending the USU Conference this year. Advisors Juli Arnoldsen and Jill Nielson are very on the ball.

Terry Lund

Cemetery – at 10:00 to 12:00 this Saturday, volunteers will be begin leveling some of the graves. There about 200 students that have signed up to help with that project.

John Scott

Ambulance Association – Things are stable with the Association at this time.

Planning and Zoning – Looking at comprehensively reviewing the entire Planning and Zoning structure of the City. One element is a business to the north of the City that wants to build a new office complex half in and half out of city boundaries. Need to re-write a master plan for planning and zoning needs throughout the City. Planning Commission has been working on changes for the last year and a half and will bring those changes to Council for approval.

They are also looking at doing away with some of the notification procedures. Certified letters cost a tremendous amount of money. State requirements have changed and don't require that any more.

VI. DEPARTMENT REPORTS

Leigh Ann Warnock, City Recorder

Elections – The County is running a by-mail election this year. Counting has begun.

Ron Rasmussen, Chief of Police

Misc. – Things are going well right now.

Vehicles – the broken vehicle is back and hopefully fixed for good this time.

Steve Widmer, Financial Director

Casselle – Candace, Leah and Steve attended a Casselle Conference and are very excited about changes with the software and learning the new things it can do. There may be some costs involved with downloading some of the new programs.

Auditors – The auditors are here right now going over everything. Brant commented that having no findings in our City speaks highly of Steve and our staff to make that happen. Other small communities just accept them because they don't have the resources to avoid them.

Marcus Gilson, City Attorney

Attending Land Use conference next week. Things are going smoothly.

VII. SUMMARY OF CURRENT EVENTS

Budget - Immersed in the Budget. Trying to prioritize, which affects the compensation study. There are a lot of moving parts. Staff has been Brant's priority the last couple of weeks. Will be meeting with Councilmembers individually to see what can be done better and what they would like to see done within the City.

ADJOURNMENT

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

The next regular City Council meeting is scheduled to be held on November 4, 2015, starting at 6:00 p.m. in the Ephraim City Council room.

MINUTES APPROVED:

Mayor

Date

ATTEST:

City Recorder

Date



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE:

November 4, 2015

Motion

Resolution

DEPARTMENT:

Administration

Ordinance - Introduction

DIVISION:

Ordinance - Adoption

Public Hearing

TITLE:

Ephraim City Policy 15-02 - iPad/Laptop Reimbursement

SUMMARY RECOMMENDATION:

Approval of ECP 15-02, a policy describing responsibilities as they relate to providing a reimbursement for iPads or laptops to certain employees to assist in the performance of job duties.

REPORT:

Certain employees may be authorized to carry a city-issued iPad tablet or laptop to assist with City business. To help defray the cost of a new iPad or laptop the City will reimburse one-half of the cost of the pre-approved device up to \$800 for the first iPad or laptop and accessories that are purchased.

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:				
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="radio"/> Department <input type="radio"/> 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:	
WRITTEN/SUBMITTED BY:			DATE:	



Ephraim City Policy 15-02 iPad/Laptop Reimbursement

PURPOSE:

This policy describes responsibilities as they relate to providing a reimbursement for iPads or laptops to certain employees to assist in the performance of job duties.

PROCEDURES:

Ephraim City has made a substantial investment in its electronic communication and information systems to enable staff to better serve Ephraim City residents through closer and timely communications and nearly instantaneous access to information. These communication tools are intended to be utilized for internal business communication as well as external business purposes.

Certain employees may be authorized to carry a City-issued iPad tablet device or laptop to assist with City business. Employees eligible for participation in the iPad/laptop reimbursement program shall be determined by the City Manager, or designee.

To help defray the cost of a new iPad or laptop, the City will reimburse one-half of the cost of the pre-approved device up to \$800.00 for the first iPad device or laptop and accessories that are purchased. After initial purchase, it is the responsibility of the employee to pay for repairs or replacement if not deemed to be damaged in the course of regular employment activities. It is highly recommended that employees purchase hardware insurance such as AppleCare+ for their iPad or laptop. If the employee terminates City employment within 12 months of the reimbursement for the iPad/laptop purchase, the employee shall reimburse the City one-half of the initial reimbursement. The eligible employee will be required to provide an original receipt for the purchase of iPad/laptop.

RESPONSIBILITY:

All City employees shall have the responsibility of familiarizing themselves with this policy and adhering to it.

APPROVED, PASSED, AND ADOPTED this 3rd day of November, 2015.

EPHRAIM CITY

ATTEST:

Richard Squire, Mayor

Leigh Ann Warnock, Recorder



Ephraim City iPad/Laptop Reimbursement

Pursuant to Ephraim City's "iPad/laptop Reimbursement" policy, I hereby request a reimbursement for my iPad/laptop device, whereby, the personal iPad device or laptop will send and receive personal and business digital messages. The device will communicate with a city-maintained server that will provide access to my city maintained Microsoft Exchange account.

I understand that after the initial purchase, it is my responsibility to pay for repairs or replacement if not deemed to be damaged in the course of regular employment activities.

I understand that the City requests that I purchase hardware insurance such as AppleCare+ for my iPad/laptop.

I understand that if my employment with the City is less than 12 months of the reimbursement for the iPad/laptop purchase, I will be required to reimburse the City 50% of the initial reimbursement.

Employee (Print): _____ Date: _____

Employee (Signature): _____

Department Head (Print) _____ Date: _____

Department Head (Signature) _____

City Manager (Print): _____ Date: _____

City Manager (Signature): _____

Action: () Approved () Denied

Device Reimbursement Amount _____ Issued: _____



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: DEPARTMENT: DIVISION:	November 4, 2015 Planning & Zoning Zoning	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance - Introduction <input checked="" type="checkbox"/> Ordinance - Adoption <input type="checkbox"/> Public Hearing
TITLE: A. Revised Land Use Ordinance And Subdivision Ordinance To Include, But Not Limited Too; Updating The Ordinances To Comply With State Code, Clarifying Accessory Buildings, Secondary Access Requirements, and Center of Block Development.		
SUMMARY RECOMMENDATION: A. City Staff and the Planning & Zoning Commisoin Recommend the City Council adopt the revised Land Use Ordinance and Revised Subdivision Ordinance.		
REPORT: THE PLANNING AND ZONING COMMISSION HAVE BEEN WORKING ON REVISING THE ABOVE ORDINANCES FOR OVER A YEAR TO INCLUDE CURRENT PRACTICES AND UPDATE THE CURRENT STATE CODE. SEE ATTACHED FOR SUMMARY OF PROPOSED CHANGES.		

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:			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY RECORDER			
	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 			
SIGNATURES	CITY MANAGER:			DATE:
	Brant T. Hanson			
REVIEWED BY CITY ATTORNEY:			DATE:	
David Church				
RECOMMENDED BY (DEPT/DIV HEAD):			DATE:	
WRITTEN/SUBMITTED BY:			DATE:	