

**Paragonah Town Board
Regular Meeting
44 North 100 West, Paragonah Town Hall
March 9, 2016 – 7:00 p.m.**

Attendance/Town Board: Mark Barton, Marge Cipkar, Earl Olsen, Mike Abbott, Connie Robinson (Mayor)

Others in Attendance: Jayne Stones (Town Clerk), Gerald Wolf (Town Maintenance), Tony Dalton, Shirlene Rosenberg. Late: Tyce Palmer (Representative – Soil Conservation District)

1. Call meeting to order: Connie Robinson welcomed everyone to the meeting.

2. Adopt Agenda: Marge Cipkar moved to adopt the agenda as presented. Earl Olsen seconded the motion. All in favor. Motion carried.

3. Adopt minutes of February 10, 2015 regular meeting: Mark Barton moved to adopt the minutes of the February 10, 2015, regular meeting. Mike Abbott seconded the motion. All in favor. Motion carried.

4. Discuss adopting an ordinance for Agricultural Protection within town limits: (Tyce Palmer was running late so decision was made to come back to this item as soon as he arrives)

5. Discuss Annual 24th of July Triathlon route: Shirlene Rosenberg discussed the Annual 24th of July Triathlon. The 24th falls on a Sunday and so it will be held on Saturday. They will be going the same route they did last year. She asked if it would be okay to mark the roads with chalk and they will clean it up after. Town Board members had no objections. Tee shirts will be available again this year and awards will be given to winners. Comment was made there is a pot hole in front of Delores Robinsons house (Center street and approximately 200 West) that needs to be fixed. Gerald Wolf said he will fix it tomorrow. Earl Olsen reported there is a huge pot hole up by his house (335 N. and 200 East) that also needs to be fixed.

6. Review and make necessary adjustments to Job Descriptions and Personnel Policy: Town Board members reviewed the Personnel Policy. Marge Cipkar questioned the vacation hours in the policy for employees that have worked over 10 years and said 21 days seemed like an odd number. Mark Barton said not necessarily – the state also uses odd numbers. Marge asked where the Town got this policy. Jayne Stones stated it was a model policy they followed from either Cedar City or Parowan City. Connie Robinson said the only thing she can see in the policy that they are not doing is full time employees need to coordinate their vacations at a time that is convenient for the Town. Jayne Stones explained she doesn't really take an extended vacation. If she has her work done and wants to take a day off she will call the Mayor and ask if she can take a day off. Town Board members said they did not have a problem with this.

Town Board members reviewed job descriptions. A job description needs to be made for summer help. Mark Barton said it should include tree trimming, chipping, helping with water projects when needed, mowing the cemetery and streets, trimming weeds, and other duties as assigned. The position will be for April 15th to Sept 30th of each year. The salary will depend

Paragonah Town Board
Regular Meeting
March 9, 2016
Page 2

upon experience and skills. The Town Clerk was asked to advertise for summer help so they can make a decision at the next Town Board meeting. The other job descriptions need to be updated. The Town Clerk will have them updated for approval at the next meeting.

4. Discuss adopting an ordinance for Agricultural Protection within town limits: (Tyce Palmer was running late so decision was made to come back to this item as soon as he arrives) Tyce Palmer introduced himself as a representative with the Soil Conservation District for Five Counties. He has been going around to cities and towns helping them to create and adopt an agricultural protection ordinance. The County adopted one in 1999 to help protect prime farm land. However, people can move into a town and for example if they did not like Tony Dalton's meat cutting business, they could force him to move it. If the Town has an ordinance in place, anyone can apply for protection if they want to protect their land in town. The applicant would be required to pay for all expenses. Town Board member's commented there isn't much farm land within town limits. Most of it is in the county. Town Board members agreed that it wouldn't hurt to have an ordinance in place and that they would like to review this further.

7. Mayor's Report: Connie Robinson reported Mayor Landis and Shayne Scott told her she needed to call the Iron County Commissioners and let them know we have signed an agreement with Parowan for Police Protection. She called Commissioner Dave Miller and said it went well and that everyone is ready to move on. Mark Barton will attend the meeting next week so it can be documented in the minutes. Connie is still waiting for a decision to be made on prairie dog legislation.

8. Water Department Report: Mike Abbott had nothing to report. Suggestion was made that Mike get with the water meter reader and see if there are any issues we are not aware of. Mike said he was unable to go to the training to get certified because it was for one week and he could not take that much time off work. Comment was made there is a one day training program. Mike said he will try to find out more information on becoming certified.

9. Power/Fire Department Reports: Mark Barton discussed plans to upgrade the power system. If they go up center street it will be extremely expensive and so he wants to instead go up 2nd South and 2nd East and run all the way to the end of 2nd East. The lines on the 7200 system need to be replaced with 40 foot poles. The poles on 1st South and 1st North on in good shape. He is working on eliminating secondary lines. Trimming the trees has helped with the power outages.

The Fire Department is doing good. They are doing training at Brian Head tonight.

10. Cemetery/Planning and Zoning Reports: Marge Cipkar had nothing to report other than Gerald has been fixing sprinkler heads and water lines in the cemetery.

**Paragonah Town Board
Regular Meeting
March 9, 2016
Page 3**

11. Roads/Park/Building Reports: Earl said the potholes in the road need to be fixed. Mark Barton reported he checked with the courthouse about 300 West and found that Wayne Rowley, and Billie Robb have it recorded correctly, but Royce Barton and Dale Robinson do not.

12. Open Discussion: Another letter needs to be written to David Gray concerning his water line. Les Hulet will fertilize and aereate the lawn along mainstreet.

13. Adjourn Meeting: **Connie Robinson moved to adjourn meeting. Mark Barton seconded the motion. All in favor. Motion carried.**