

Hinckley Town Council  
Town Council Chambers  
161 East 300 North Hinckley, UT  
Digitally Recorded  
June 16, 2016

Invocation: Chris Palmer

Present: Mayor Donald Brown, Council Member Holly Joseph, Council Member Justin Rowlette, Council Member Brian Florang, Council Member Chris Palmer, Treasurer Mike Palmer, Clerk Tresa Martin, and Maintenance Supervisor Aaron Jurado

Guests: Dennis Moody, Larry Sheehy, AnnaBrook Phillipsen, BayLee Peterson, Keysha Smith, Curtis Tonks, and Ryan Hatch

Mayor Donald Brown brought the meeting to order at 7:00 p.m. by asking all to rise and join in the Pledge of Allegiance.

Mayor Brown asked for corrections to the regular meeting minutes for June 2, 2016. Council Member Chris Palmer made a motion to accept the minutes as prepared. Council Member Justin Rowlette seconded the motion, all voted aye.

## **NEW BUSINESS**

### **1. Opening & Amending 2015-2016 Hinckley Town Fiscal Budget**

The Council reviewed and discussed the adjustments needed to amend the 2015- 2016 Hinckley Town Fiscal Budget.

The General Fund will be adjusted as follows:

#### **General Fund Revenue**

103213 – General Sales & Use Taxes, increase \$5,000

103221 – Business Licenses, increase \$52

103223 – Application Fees, increase \$5,000

103225 – Animal Fees, increase \$350

103227 – Franchise Fees, decrease (\$3,000)

103228 – Verizon Lease, increase \$2,400

103336 – State Liquor Funds Allotment, decrease (\$300)

103452 – Landfill Use Fees, increase \$1,000

103458 – Rodeo Receipts, increase \$4,085

103661 – General Fund Interest Income, decrease (\$15)

103662 – Class “C” Roads Interest Income, decrease (\$100)

103663 – Youth City Council Interest Income, increase \$3

- 103664 – Fire Department Interest Income, increase \$82
- 103666 – Donate to Create, increase \$2,500
- 103669 – Miscellaneous Revenue, increase \$600
- 103672 – Youth City Council Proceeds, decrease (\$1,000)

**General Fund Expense**

- 104414 – Utah State Sales Tax – Rodeo, increase \$143
- 104426 – Utilities, increase \$900
- 104437 – Inspection Services/ Building Permits, increase \$1,500
- 104441 – Insurance & Bonds, increase \$1,575
- 104447 – Youth City Council Activities, decrease (\$1,000)
- 107345 – Recreation – Rodeo, increase \$2,200
- 107231 – Park Water, increase \$2,500
- 107255 – Park Restroom – Special Project, increase \$690
- 107431 – Rodeo Grounds Water, decrease (\$1,500)
- 106228 – Class “C” Roads – Gas & Oil, decrease (\$1,000)
- 106257 – Class “C” Roads – Road Projects, increase \$2,100
- 109001 – Transfer To Other Funds – increase \$8,549

The above General Fund adjustments increase the General Fund Budget in the amount of \$16,657, changing the 2015-2016 General Fund Budget from \$401,792 to \$418,449.

The 2015-2016 Water Enterprise Fund Budget will be adjusted as follows:

**Water Revenue**

- 513052 – Water Sales, increase \$8,000
- 513053 – Water Right Lease Agreement, increase \$3,650
- 513061 – Interest Income, increase \$865
- 513062 – Bond Reserve Interest Income, increase \$94
- 513078 – Connection Fees, increase \$531
- 513079 – Turn-On-Fees, decrease (\$700)

**Water Expenses**

- 514011 – Salaries & Wages, decrease (\$21,000)
- 514019 – Consultant Fees, increase \$2,000

The 2015-2016 Water Enterprise Budget revenue adjustments increase revenue in the amount of \$12,440, changing total water revenue from \$197,750 to \$210,190 and adjustments to water expenses decrease expenses in the amount of (\$19,000) reducing total water expenses from \$270,175 to \$251,175.

The 2015-2016 Sewer Enterprise Fund Budget will be adjusted as follows:

**Sewer Revenue**

- 543053 – Sewer Dump Fees, increase \$300
- 543061 – Interest Income, increase \$360
- 543078 – Connection Fees, increase \$600
- 544080 – CDBG Grant, decrease (\$2,000)

**Sewer Expenses**

- 544042 – CDBG Grant – Sewer Improvements, increase \$37,000

The 2015-2016 Sewer Enterprise Fund Budget revenue decreased in the amount of (\$740) changing the total sewer enterprise revenue from \$159,100 to \$158,360 and the sewer expenses increased in the amount of \$37,000, changing the total sewer expenditures from \$180,531 to \$217,531.

Council Member Chris Palmer made a motion to adopt Resolution 16-06-16A a resolution to open and amend the Hinckley Town 2015-2016 Fiscal Budget. Council Member Justin Rowlette seconded the motion. Roll Call: Council Member Holly Joseph, aye; Council Member Justin Rowlette, aye; Mayor Brown, aye; Council Member Chris Palmer, aye; Council Member Brian Florang, aye.

**2. Adopting 2016-2017 Hinckley Town Fiscal Budget**

The Council discussed and reviewed the 2016-2017 Hinckley Town Fiscal Budget. The General Fund 2016-2017 Tentative Budget will be adjusted as follows:

**General Fund Revenues**

- 103335 – Class “C” Roads, increase \$6,000
- 102972 – Transfer From Unreserved Fund, decrease (\$5,700)

**General Fund Expenses**

- 104417 – Election Expenses, increase \$300

The 2016-2017 General Fund Budget will be increased in the amount of \$300 increasing the total General Fund Budget from \$252,775 to \$253,075.

The Water Enterprise Fund 2016-2017 Tentative Budget will be adjusted as follows:

**Water Revenues**

- 513052 – Water Sales, increase \$8,000

The 2016-2017 Water Enterprise Budget revenue will be increased in the amount of \$8,000 changing the total Water Enterprise Budget revenue from \$201,950 to \$209,950.

The Sewer Enterprise Fund 2016-2017 Tentative Budget will be adjusted as follows:

**Sewer Revenue**

544080 – Water Quality Grant/Loan, increase \$150,000

**Sewer Expenses**

544042 – Water Quality – Sewer Improvements, increase \$50,000

The 2016-2017 Sewer Enterprise Budget revenue will be increased in the amount of \$150,000 changing the total sewer revenue from \$60,700 to \$210,700. The sewer expenses will increase in the amount of \$50,000 changing the total sewer expenses from \$180,075 to \$230,075.

Council Member Justin Rowlette made a motion to adopt Resolution 16-06-16B a resolution to adopt the Hinckley Town 2016-2017 Fiscal Budget. Council Member Brian Florang seconded the motion. Roll Call: Council Member Holly Joseph, aye; Council Member Justin Rowlette, aye; Mayor Brown, aye; Council Member Chris Palmer, aye; Council Member Brian Florang, aye.

**3. 24th of July – Rodeo Royalty**

Mayor Donald Brown informed the Council he invited the Hinckley Rodeo Royalty to the town council meeting to discuss safety while representing Hinckley Town. Mayor Brown explained one of the attendants fell off her horse in the arena while representing Hinckley Town at the Days of the Old West Rodeo. Mayor Brown expressed his concern for their safety and asked each member of the royalty to spend more time riding their horses and practicing before future appearances. The girls committed to practicing.

**4. Resolution to Adopt the Proposed Certified Tax**

Hinckley Town Treasurer Mike Palmer stated the certified tax rate for the upcoming year is .000729 which will generate property tax revenue in the amount of \$11,503. Council Member Chris Palmer made a motion to adopt Resolution 16-06-16 a resolution to adopt the certified tax rate of .000729, generating property tax revenue in the amount \$11,503. Council Member Brian Florang seconded the motion. Roll Call: Council Member Holly Joseph, aye; Council Member Justin Rowlette, aye; Mayor Brown, aye; Council Member Chris Palmer, aye; Council Member Brian Florang, aye.

**5. Larry Sheehy – Temporary Living in Motor Home at 100 N 80 W**

Mayor Brown invited Larry Sheehy to the podium. Mr. Sheehy stated he owns property at 100 N 80 W and would like permission to temporarily live in his motor home on the property. Mr. Sheehy noted he will purchase water and sewer connections if he is given permission to temporarily live in the motor home. Council

Member Chris Palmer explained Hinckley Town Code Chapter 20, Recreational Vehicles/Trailer, 10-20—3 Permitted Uses.

Mr. Sheehy explained to the council that he owns a home and property in Missouri and plans on selling his home and property in Missouri and then relocating to Hinckley. Council Member Chris Palmer made a motion to give Larry Sheehy a six month permit to live in his motor home at 100 N 80 W. Council Member Brian Florang seconded the motion. Roll Call Vote: Council Member Holly Joseph, aye; Council Member Justin Rowlette, aye; Mayor Donald Brown, aye; Council Member Chris Palmer, aye; Council Member Brian Florang, aye.

#### **6. Phil Morrison – Day Leavitt Insurance Agent**

Mayor Brown invited Phil Morrison to the podium. Mr. Morrison presented an insurance proposal packet to each council member. Mr. Morrison discussed the insurance proposal with the Council. Mayor Brown thanked Phil for preparing and presenting the insurance proposal. Mr. Morrison stated he was happy for the opportunity and hoped Hinckley Town would consider doing business with him.

#### **7. Curtis Tonks – Utah Local Governments Trust Insurance**

Mayor Brown invited Curtis Tonks and Ryan Hatch to the podium. Both gentlemen presented and discussed information with the Council about ULGT insurance coverage for Hinckley Town. Mayor Brown thanked Curtis and Ryan for attending the meeting and presenting the insurance proposal.

The Council decided to take additional time to review the insurance proposals before making a decision. The Council will hold a special meeting on Friday, June 24, 2016 at 7:00 pm to further discuss the insurance information and then make a decision.

### **OUTSTANDING BUSINESS**

#### **1. Property Cleanup at 112 N Main**

Mayor Brown stated he talked with JoAnn Ross concerning the property at 112 N Main and noted she was making arrangements to have the property cleaned up before the 24th of July. Mayor Brown will follow up with Mrs. Ross to see if the property can be cleaned up sooner.

#### **2. State Grant/Loan Application for Sewer Lift Station Improvement Project**

The office staff is in the process of working on the application to submit to the Department of Water Quality.

#### **3. Bulk Water Station**

Maintenance Supervisor Aaron Jurado stated he is waiting on cost information from suppliers.

#### **4. Vegetation Hedge at Park**

Mayor Brown stated he had visited with adjoining land owner, Barbra Nickles and she requests the town consider planting evergreens for the vegetation hedge at the park.

#### **5. Review Employment Compensation Policy**

The Council decided to hold a special meeting on Friday, June 24, 2016 at 7:00 pm to review and discuss the town employment compensation policy.

#### **6. Verizon Tower Project**

Council Member Brian Florang informed the Council the cell tower structure is now in the state of Utah and should be delivered to the site soon for construction.

#### **7. Well Treatment Plant Power Usage**

No discussion.

### **REPORT OF GOVERNING BODY**

Mayor Donald Brown informed the Council that Emery Polelonema is retiring from Six County AOG and his retirement farewell will be held on Wednesday, July 6, in Fountain Green. Mayor Brown stated Mr. Polelonema has successfully assisted the town for several years to obtain funding and grants for many different projects. Mayor Brown stated he would like the town to purchase and give Emery a plaque in appreciation for his service to Hinckley Town. The Council agreed.

Council Member Brian Florang gave each Council Member a paper containing the following data: 12- 2010 Towns, County, 2010 Population, 2012 Medium Income. Council Member Florang discussed the information and said he believes the Council needs to consider this type of data when considering what kind of community we want Hinckley Town to be.

Council Member Brian Florang presented the Council with a draft of a written response to a resident wanting to put a storage container on their property and the resident would like to know if a permit is needed. The resident requested a response in writing. The Council reviewed the written response and discussed the request. The Council stated it is their desire to have residents attend meetings and appear before the appropriate boards (Town Council, Planning & Zoning Commission) for this type of information. Council Member Brian Florang will revise the response to request the resident to attend a Planning and Zoning Commission meeting.

Mayor Brown asked to be excused at 9:10 pm. Council Member Chris Palmer filled in as Mayor Protem.

Council Member Justin Rowlette asked about water rates and water usage and the possibility of customers being able to bank unused water. The Council discussed the monthly base water allotment of 7500 gallons and monthly base rate of \$35.50 and how the base rate and usage amount are set to cover the cost of the water treatment plant and water distribution system.

Ray Searle presented the Council with a written agreement for services for potential on-call services for the town water and sewer systems. Ray Searle is a certified Level 1 Water Operator and agrees to keep his certification current.

Council Member Brian Florang made a motion to accept the agreement for services from Ray Searle. Council Member Justin Rowlette seconded the motion, all voted aye.

Council Member Brian Florang made a motion to accept the following purchase orders:

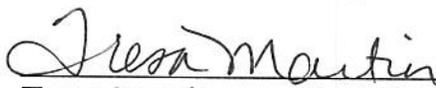
P.O. # 880938 to Scholzen's to purchase 24- 3/4" water meter registers, not to exceed \$3,500.00. Council Member Justin Rowlette seconded the motion, all voted aye.

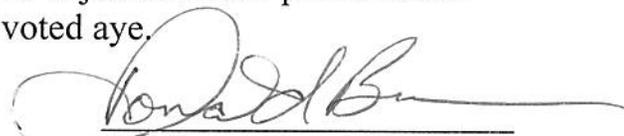
P.O. #880936 to Brentagg to purchase 800 gallons of ferric chloride for the water treatment facility, not to exceed \$3,500.00. Council Member Holly Joseph seconded the motion, all voted aye.

P.O. #880397 to Utah State Division of Finance in the amount of \$39,000.00 to pay the bond payment on the water treatment plant. Council Member Justin Rowlette seconded the motion, all voted aye.

Council Member Brian Florang made a motion to pay bills. Council Member Holly Joseph seconded the motion, all voted aye.

Council Member Justin Rowlette made a motion to adjourn at 9:30 pm. Council Member Brian Florang seconded the motion, all voted aye.

  
Tresa Martin Clerk/Recorder  
Lou Jean Hales Clerk/Recorder

  
Mayor Donald Brown