



Mayor Lawrence Flitton

**UINTAH CITY COUNCIL MEETING**

Planning – Tim Petty

Council Members:

**TUESDAY, August 16<sup>th</sup>, 2016**

Building Inspector–Jeff Monroe

Michelle Roberts

Gordon Cutler

**7:00 PM**

Treasurer – Mike Ulrich

Jerry Smith

Greg Johnson

**MINUTES**

Sheriff – Lt. Talbot

Fire Chief – William Pope

Attendees: Mayor Flitton, Gordon Cutler, Jerry Smith, Greg Johnson, Michelle Roberts, Mike Ulrich, Nate Hadley, Kris Stuart, Sgt. Dave MacInnes and Darinda Wardell.

## **MEETING MINUTES:**

1. **MEETING CALL TO ORDER:** Mayor Flitton called the meeting to order.

**PLEDGE OF ALLEGIANCE:** Led by Mayor Flitton

**CONFLICT OF INTEREST:** Council members are required by law to file a public disclosure statement with the City Recorder listing business interests and investments that could create a conflict of interest with the duties of the Council Member. When a matter in which a Council member has a business or investment interest appears on the Council agenda, the Council member must publicly disclose that interest.

Mayor Flitton asked the Council if they had any conflicts of interest with tonight's agenda; there was none.

2. **PUBLIC COMMENT (2 minutes per person):** (00:00:54)

- None

3. **APPROVAL OF CITY COUNCIL WORK SESSION AND MEETING MINUTES HELD AUGUST 2<sup>ND</sup>, 2016:**  
(00:01:00)

Presenter: Mayor Flitton

- Mayor Flitton asked if there were any questions on the minutes.
- Michelle Roberts motioned to approve the City Council meeting minutes from August 2<sup>nd</sup>, 2016.
- Seconded by Greg Johnson
- All in favor; the motion passed.

4. **TREASURERS REPORT:** (00:01:33)

Presenter: Mike Ulrich

- a. Invoice Register:

The invoice register is a listing of bills that were paid during the month.

The invoice register is reviewed and approved each month per guidelines from the state and our auditors in order to stay in compliance with the laws of the state financial code.

The invoice register for July was reviewed.

Darinda Wardell stated that she should be able to finalize U-Day now because all of the credit card charges have now been paid and reconciled.

Jerry Smith inquired about the charge to Fresh Market; it was divided between U-day and the salmon bake and appeared to be a double payment. Darinda explained that it was divided equally between the two accounts which created what appeared to be a double payment.

Jerry Smith asked about the purchase of softball uniforms. Gordon Cutler explained that we allow our citizens to register to participate with the South Ogden recreation program through the City as residents and the City in turn reimburses South Ogden for the cost of the uniforms. Gordon also explained that we have a waiver program so that all kids who want to participate in the program can.

Greg Johnson motioned to approve the invoice register for July 1<sup>st</sup> – July 31<sup>st</sup>, 2016.

Seconded by Jerry Smith

All in favor; Jerry Smith – yes; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.

The motion passed.

- b. Transaction Register:

The transaction register is a listing of any changes that are made during the month to customer accounts in the ENTERPRISE ACCOUNTS, water, storm water, or garbage. The changes are credits given, over changes reduced or added, late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code.

The transaction register for the period of July 15<sup>th</sup> – August 11<sup>th</sup>, 2016 was reviewed.

Darinda explained the adjustments were due in part to the new utility clerk that is learning how to apply the different charges both as adjustments and manual billing. The adjustments showed both adjusted and reversed. This list will decrease with training and becoming familiar with the billing software.

Michelle Roberts motioned to approve the transaction register for the period of July 15<sup>th</sup>, 2016 – August 11<sup>th</sup>, 2016.

Gordon Cutler seconded the motion.

All in favor; Jerry Smith – yes; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.

The motion passed.

Transaction Reversal Report - Court:

The transaction reversal report is a listing of any changes that are made during the month to customer accounts for the court. The changes are credits given, over charges reduced or added, late fees removed. These changes to accounts are reviewed and approved by the council as directed by the state and our auditor to stay in compliance with the laws of the state financial code. The Transaction Reversal Report for July was blank no action was required.

c. Budget:

Mike noted that he was going to look into the transient room tax and the local hwy/transit option tax because the revenue we received this last month is not consistent with what we have received in the past.

Mike also noted that even though we are working on both budgets the invoice register included everything paid for both fiscal years. He would run the final report for the Council when the auditors are finished.

Mike noted that the water sales revenue was up probably due to the dry hot year we are having. Nate Hadley reported that he just received the usage report for our water consumption and we are at 53% through the first seven months of the year. Mayor Flitton commented that he wrote about this topic in this month's newsletter.

- The Council thanked Mike for his report to Council and for everything he does for the City.

**5. DISCUSSION/APPROVAL ON UPGRADE FOR METERWORKS SOFTWARE/MAINTENANCE CONTRACT: (00:22:03)**

Presenter: Greg Johnson

- Greg reported to the Council that when we upgraded the computers in the office to windows ten; our handheld software for the water meters was not compatible. We have been operating on an antiquated system and this upgrade is long overdue.
- The cost of the software will be \$1400 for three years and \$700 a year for support and maintenance. This \$700 a year will cover the current upgrades; training and support.
- Having this updated software will help us with identifying problems and with being proactive to take the guesstimates out of billing and this advantage should pay for itself overtime.
- The Council discussed that this was not budgeted for this year; although they built in equipment supplies and maintenance a cushion for these kinds of expenses.
- Greg Johnson motioned to approve the purchase from the water enterprise fund the upgraded Meterworks software and maintenance for \$2,100 for three years (2016, 2017 & 2018) and \$700 a year after that for support and maintenance.
- Jerry Smith seconded the motion.
- All in favor; Jerry Smith – yes; Michelle Roberts – yes; Mayor Flitton – yes; Greg Johnson – yes; Gordon Cutler – yes.
- The motion passed.

**6. PUBLIC WORKS REPORT: (00:32:10)**

Presenter: Nate Hadley

- **Water:**
  - Nate was going to talk about the takeaways from the meeting with Weber Basin but they haven't had that meeting yet. They want to present their information to more than just Nate. Nate will work with them to schedule a time that works for him and Greg.
- **Roads:**
  - Nate is currently gathering bids for water valve rings and man hole covers to be uncovered and maintained.
- **Cemetery:**
  - The memorial trees have been planted along the fence in the cemetery.
  - The cement in the shed still needs to be poured; the sooner the better.
- **Parks:**
  - The RAMP trees have been planted and look great.
  - Nate is working on the tennis and basketball court resurfacing and coating.
- Gordon thanked Nate for his work and dedication to getting these things done in a timely manner. It was discussed that we need to get the RAMP plaques posted in recognition for the funds provided for these projects.

**7. FIRE DEPARTMENT REPORT: (00:37:04)**

Presenter: Kris Stuart

- Chief Pope was excused.
- Kris stated that she would try to answer any questions the Council might have about the report the Chief furnished for the Council.
- Gordon Cuter asked about the attendance on page 10 of the report. There are two firefighters that have 0% attendance for the past two months. Kris replied that they are on TDY with the military.
- Gordon commented that they were listed as being paid for participation and wondered if this was an oversight. Kris stated that she thought they had been on a fire call early in the month prior to their TDY.
- Jerry Smith reported that he has two Scouts that are going to paint the fire hydrants in the City for their Eagle Scout projects starting this week. They are going to start on the east bench east of Hwy 89.

- Nate Hadley stated that the fire hydrants belong to public works and that he will reach out to the Scouts and give them some training on the proper way to paint them so that when they need to be accessed they won't be sealed shut.

**8. SHERIFF'S REPORT:** (00:44:16)

Presenter: Sgt. Dave MacInnes

- Sgt. MacInnes reviewed the June report; we had 53 calls for service which generated 27 reports and 17 citations. There was nothing that stood out and the reports looked like business as usual.
- They have added the extra patrol for Combe Road for the speeders and one way traffic violators.
- Sgt. MacInnes reported that the Deputies wrote essays and letters to the families of the fallen officers in Louisiana and sent them with some money for support.
- Sgt. MacInnes discussed the shortage of Deputies at the Sheriff's Office and losing Lt. Findlay to the School District leaving only Lt. Talbot over both precincts. He explained that it takes six months to replace a Lt. and that they are adjusting and finding their footings, "we will bounce back we always do" he stated.
- Sgt. MacInnes stated that he was going to be our man and if we needed him at all to call or email him, his contact information was given to the Council.
- Gordon Cutler replied that he did put in the newsletter that there was extra patrol along Combe Road and thanked the Sgt. For making that happen.
- Jerry Smith thanked Sgt. MacInnes for making space in their booth at the Weber County Fair so that the Scouts working on their Eagle Projects for the Fallen Officers Memorial could raise money. Friday night they raised over \$500 and more than that on Saturday.

**9. COUNCIL COMMENTS:** (00:55:00)

- None

**10. MEETING ADJOURNMENT:** (00:55:10)

Greg Johnson motioned to adjourn the meeting.

Seconded by Michelle Roberts

All in favor; the motion passed. The meeting was adjourned.

APPROVED by City Council this 6<sup>th</sup> day of September, 2016.



DARINDA K. WARDELL, City Recorder