Newton Town Council Meeting & Public Hearing
December 6, 2018, 7:00 P.M.
Newton Town Hall

Minutes

Agenda
1. Roll Call
2. Opening Ceremony – Gordon Anderson
3. Approval of November 2018 Minutes
4. Youth Council Update
5. Eagle Scout Project Review by Matthew Rigby
6. Allred Jackson annual audit presentation
7. Report on Mayor/Council Member Assignments

1. **Call to Order and Roll Call of Members present.**
Members present: Mayor Kevin Rhodes, Gordon Anderson, Kathryn Rigby and Jed Woodward
Karla Ferguson (Recorder) Absent: Randy Jones
Others present: Sarah Rigby, Brad Nielsen (Allred Jackson)
Youth Council present: Ethan Ferguson, Anna Ferguson, Carrie Milligan, Addie May, Marinda Taylor, Matthew Rigby, Branson Sharp and Kjarity Hodgson.

2. Opening ceremony was conducted by Gordon Anderson.

3. The November 2018 meeting minutes were approved.

4. Youth Council Update – Kjarity Hodgson reported that just prior to this meeting the youth council had a parent meeting to discuss upcoming activities. The youth council is planning a teen activity in January at the ice rink.

5. Eagle Scout Project Presentation – Matthew Rigby reported that for his Eagle Scout Project they removed 2 dead trees at the park and planted 4 new trees. Clair Christiansen arranged for a grant through NUCOR to purchase the trees for the project so there is no expense for the town. Matthew had thirteen Scouts, leaders and parents help with the work. Matthew explained that he put together a watering chart for the trees to help them through the first year.

6. Allred Jackson Annual Audit Review – Brad Nielsen, CPA, audit manager for Allred Jackson, thanked Kathryn Rigby for her hard work in assisting with the audit. Mayor Rhodes asked Mr. Nielsen to explain his career path to the youth council. He discussed his degree and work. Mr. Nielsen reviewed the State requirements for agreed upon procedures and reviewed testing completed with Newton Town financial statements. He discussed one finding being the year end adjustment and recommends it being completed prior to the audit. The financial statements were reviewed. Mayor Rhodes asked for his opinion on managing online bill pay. Mr. Nielsen recommends having proper procedures in place, segregation of duties and do not store any credit card data. Mayor Rhodes asked if we need a truth in taxation procedure for increasing water rates. Brad Nielsen said to follow the proper notifications and hold a hearing for increasing water rates. Kathryn Rigby asked about the corrective action plan for the finding. Brad Nielsen explained to submit the corrective action plan to the State website with the same process as the budget.

7. Report on Mayor/ Council Member Assignments – Gordon Anderson expressed a need for help with the quitclaim deed for the Maughan right-of-way property. Gordon will ask Clark Rigby, a realtor, for help with the

quitclaim deed. Gordon has winterized the bathrooms. The ice rink has been built and they are going to use snow banks as edges this year. Gordon is checking on an Eagle Scout project to maintain the ice rink and ice skates this year. They were also going to help set up and take down the rink. Gordon reported the First Responders held a Christmas dinner last night. Gordon has no news on new pagers.
Kathryn Rigby reported that the tree lighting program and Santa visit at the library went well. Sarah Rigby counted about 230 in attendance. She said that Santa loved arriving in the horse drawn wagon. In January, the committee for the tree lights will have a review meeting and plan for next year. Kathryn does not know about the total costs yet. They put 1200 feet of lights on the big pine tree. Rose Cox agreed to be the assistant youth council leader. Kathryn has not heard back from co-chairs for the town celebration committee. The town ski night has been scheduled for a night in March. Sarah Rigby reported that the Library board voted to change their regular meeting to be held on the second Thursday of odd months.
It was discussed that the Town Hall drinking fountain needs to be replaced because it keeps plugging up and the compressor constantly runs.
Jed Woodward reported that he talked to Thatcher Chemical about picking up the chlorine canisters in Tremonton instead of paying a deposit for the canisters. Back-up power for the water system and chlorinator was discussed. Jed reported that the snow plow is up and running and being stored in the metal building.
Mayor Kevin Rhodes reviewed a draft improvement agreement for road access on 200 West. He will have our attorney also review the document. He would also like the adjoining property owners (Maughans and Sorensens) and the developers (Pages) review it.
Snow removal for the town hall building was discussed. Kevin Rhodes and Gordon Anderson will coordinate it.
It was discussed that we received notice of acceptance for our FEMA extension and awarded and additional $2,035.50. Cache County is adding drainage along the road to Newton dam. It was discussed that the lots on the corner of 200 South 200 West has been purchased. Jed Woodward will contact the buyer about the water flow on the lots. Mayor Rhodes will conduct the open/public meeting training next month.

The meeting was adjourned.

Minutes prepared by:

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Karla R. Ferguson, Newton Town Clerk Approval Date