



Regular City Council Meeting

Minutes

Tuesday, September 10, 2019 at 6:00 pm

1. Roll Call, Prayer, Pledge, Minutes

Minutes:

Mayor Pro Tem Bryce Hamilton conducted the meeting. City Recorder, Kim Riggle, took minutes. City Council Members present were Dawnette Browning and Jeannie Mecham. Danny Peatross entered the meeting at 6:02 pm. Mayor Rodney Rowley and Council Member Jason Baker were excused.

Public Attendees: Ella Hamilton, Paul Spencer, Jesse Fabula, Nick Bailey, Susan Hamilton, and Deb Herron.

Council Member Dawnette Browning offered the prayer.

Mayor Pro Tem Hamilton led the Council and Public in the Pledge of Allegiance.

MOTION by Council Member Browning, seconded by Council Member Mecham to accept the agenda as posted.

- Council Member Browning – Aye
- Council Member Hamilton – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.

MOTION by Council Member Browning, seconded by Council Member Mecham to approve the minutes from August 27, 2019.

- Council Member Browning – Aye
- Council Member Hamilton – Aye
- Council Member Mecham – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.

2. Bills

Minutes:

MOTION by Council Member Mecham, seconded by Council Member Peatross to pay the bills.

- Council Member Browning – Aye

- Council Member Hamilton – Aye
- Council Member Mecham – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.

3. Charges And Credits

Minutes:

Deb Herron reported on Charges and Credits for the month of August.

4. Business License

Minutes:

Kevin Whatcott presented his business license application for Acorn Care LLC doing business as Homewatch Caregivers in Duchesne City. Acorn Care is the parent company and they have offices in Logan, Price and other cities. In Duchesne they will hire 1 full-time employee who will hire and train part-time caregivers for the disabled and elderly. They will not provide nursing services, just bathing and dressing services, maybe some cooking, cleaning and shopping services. Their license is considered a personal care agency license by the Health Department. Medicaid pays for 100% of the services they provide. A Medicaid nurse goes into individual homes to evaluate and then decide how much service is required. Currently there is no one in the Basin providing these kinds of services. The Council discussed the checklist for the business license application and determined Kevin still needed his fire inspection.

MOTION by Council Member Browning, seconded by Council Member Mecham to give a license to Acorn Care pending completion of the business license checklist.

- Council Member Browning – Aye
- Council Member Hamilton – Aye
- Council Member Mecham – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.

5. Planning And Zoning

Minutes:

Deb Herron provided written minutes from the September 9 P&Z meeting. She summarized the minutes from that agenda.

- New members, Ryan Allred and Cody Ivie, were welcomed to the Planning and Zoning Commission. Roland was out of town. Their duties and responsibilities were discussed and they were encouraged to go and do the

online training. Also the Commission discussed having someone come to do an in-person training.

- The Commission discussed communicating in writing with everyone who brings items before the Commission. Mary Newby came into the office wondering what the letter meant. When Deb explained that the letters were intended to help property owners understand the Commissions decisions, she was appreciative. Council Member Browning asked if Ellis Muir had responded to his letter. He has not. Council Member Hamilton suggested that the letters be attached to the agenda items. Deb said they are currently attached to the agenda on TownCloud.
- Council Member Mecham asked about the two alternates that were voted on at the last City Council meeting. Deb explained that Cody Ivie came to the meeting last night and is excited to serve. The two alternates will be invited to meetings and go through the training just like the voting members so that when there is a vacancy on the Commission they can be moved into a voting position immediately. The Council discussed the discrepancy in the vote from the last City Council meeting. This issue will be discussed in the next item on the agenda.
- The action items include getting copies of the General Plan from Epic Engineers and scheduling a live training for the P&Z Commission.
- The Commission will be communicating with the City Council in writing from now on.

6. New P & Z Member Voting Correction

Minutes:

Deb Herron explained that the vote taken at the last City Council Meeting should have been made public. Since it was not made public, Kim Riggle called all of the Council Members the following day to find out how they voted and it was discovered that both Ryan and Roland received an equal number of votes. So the Council members were asked who they would have chosen as the voting member and Ryan Allred was their choice. The other two candidates were assigned as alternates. The official vote was as follows:

- Council Member Baker: Ryan Allred, voting; Roland Hamilton, alternate
- Council Member Browning: Ryan Allred, voting; Cody Ivie, alternate
- Council Member Hamilton: Ryan Allred, voting; Roland Hamilton, alternate
- Council Member Mecham: Ryan Allred, voting; Roland Hamilton, alternate
- Council Member Peatross; Cody Ivie, voting; Roland Hamilton, alternate

MOTION by Council Member Peatross, seconded by Council Member Mecham to approve the corrected vote that Ryan Allred will be the voting member of the

Commission and Roland Hamilton and Cody Ivie will be alternates.

- Council Member Browning – Aye
- Council Member Hamilton – Aye
- Council Member Mecham – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.

7. Bowling Alley - Stephanie Robinson

Minutes:

Stephanie Robinson was not able to attend. She will be put on the next meeting agenda.

The Council discussed the lanes that were fixed. Currently only lane 5 is down.

8. Ordinance 19-4 Animal Control

Minutes:

Mayor Pro Tem Hamilton read the proposed Ordinance 19-4 in its entirety. The Council discussed the reason for the ordinance and how the current code adversely impacts the city by limiting the Animal Control Officer's powers. The current code also deals with birds in such a broad way that killing and eating chickens may be considered a violation of the City Code. Matt Skewes, the current animal control officer, suggested these changes be made to the ordinances. Council Member Mecham wondered about the phrase "Now therefore" as written in the ordinance. She thinks it sounds better without "now".

MOTION by Council Member Mecham, seconded by Council Member Browning to accept Ordinance 19-4 with the word "now" removed from the ordinance.

- Council Member Browning – Aye
- Council Member Hamilton – Aye
- Council Member Mecham – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.

9. Swearing In Matt Skewes As Animal Control Officer

Minutes:

Matt Skewes was not in attendance. Council Member Peatross asked why Matt needed to be sworn in. Deb Herron explained that the City's Municipal Code states that the animal control officer must be sworn in to assume the duties and powers of the office. Council Member Browning asked if he needed to be sworn in at a City Council meeting or if he could be sworn in at another time. The Council discussed

what the code says and decided that Matt could be sworn in as soon as Mayor Rowley gets back into town. He will be sworn in at that time.

10. 15 Minute Open Session

Minutes:

- Jenny Adams provided copies of a letter dated Feb 22, 2017 addressing a problem with flooding at her home. She was not in attendance but she wants to be on the agenda in two weeks to discuss a resolution to the problem.
- Jesse Fabula from Armstrong Engineering introduced himself and gave some background information of the work that his engineering firm has performed for the City to date. He asked about the recent Request for Qualifications and where in the process the City currently is. Deb Herron explained the timeline as follows: 1. The RFQ summary was published in the newspaper today and the full document was posted on duchesnecity.com; 2. October 1, 2019 is the due date for qualifications from interested firms; 3. 10/1/19 - 10/8/19 City Council will review qualification packets; 4. On 10/8/19 the City Council will announce their decision at the regularly scheduled meeting.
- Nick Bailey with JUB Engineering introduced himself. All of his questions were answered while Jesse Fabula was talking to the Council. Council Member Peatross asked about how the airport project was going in Roosevelt. He briefly discussed the work and some of the challenges they are currently facing. Nick is the chief inspector on the project.

11. Book Of Complaints, Concerns And Comments

Minutes:

There was nothing discussed during this time.

12. Mayor And Council Review Of Old Business

Minutes:

- The Council briefly discussed whether the Steeds had paid their bill. They would like the issue with the Steeds included on the next agenda.
- The Council wondered about the drainage issues with the fairground and what has been done so far. This issue ties in with Jenny Adams' complaints.
- The Council wondered about the maintenance on the boardwalk. Paul Spencer approached the council and explained what maintenance has been done by the city workers so far including mowing the lawns along the walkway, doing some repair and painting some of the sections of the boardwalk. Council Member Hamilton suggested using roof paint instead of

floor paint. Paul said he would walk the boardwalk and see what is the City's responsibility and what is the County's.

13. Work Session

Minutes:

There was no work session.

14. Executive Session

Minutes:

There was no executive session called.

15. Adjournment

Minutes:

MOTION by Council Member Browning, seconded by Council Member Meham to adjourn the meeting at 6:44 pm.

- Council Member Browning – Aye
- Council Member Hamilton – Aye
- Council Member Meham – Aye
- Council Member Peatross – Aye

Motion carried by unanimous vote.