



Regular City Council Meeting

Minutes

Tuesday, November 12, 2019 at 6:00 pm

A regularly scheduled meeting of the Duchesne City Council will be held at the Duchesne City Office Building, 500 East Main, Duchesne, UT at the above date and time. The agenda will be as follows:

1. Roll Call, Prayer, Pledge, Minutes

Minutes:

Mayor Rodney Rowley conducted the meeting. City Recorder, Kim Riggle, took minutes. City Council Members present were Jason Baker, Dawnette Browning, Bryce Hamilton, Jeannie Mecham, and Danny Peatross.

Public Attendees: Alan Rydman, Susan Hamilton and Deb Herron.

Council Member Danny Peatross offered the prayer.

Mayor Rodney Rowley led the Council and Public in the Pledge of Allegiance.

MOTION by Council Member Browning, seconded by Council Member Peatross to approve the minutes from October 22, 2019.

- Council Member Baker – Aye
- 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 Hamilton to pay the bills.

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

- Council Member Peatross – Aye

Motion carried by unanimous vote.

3. Charges & Credits

Minutes:

There were no questions regarding the Charges and Credits report.

4. Business License

Minutes:

Sherie Schmit presented her business license application for Townhome Properties doing business as Winterton Suites. The owner is still the same, just the operators have changed. Since the business license was in the previous operator's name, the business license needed to be updated. All operations will be the same with the units being rented on a per night basis or as long-term rentals.

MOTION by Council Member Hamilton, seconded by Council Member Browning to give Townhouse Properties a business license.

- Council Member Baker – Aye
- 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:

There was nothing reported by Planning and Zoning.

6. Utah Correctional Industries Scanning & Micrographic- Deb Herron

Minutes:

Deb Herron showed to the Council a flyer from the Utah Correctional Institute that explains who they are and what they do. Inmates at the prison in Draper take documents from organizations and scan them to create digital copies. The original documents are then returned to the organizations with the digital copies on a flash drive or a compact disc. The inmates have the ability to scan documents stored as microfiche all the way up to blueprint size. The Council discussed the need for storing documents in digital format for convenience as well as safety from natural disasters like the flood that destroyed or damaged many documents stored in the vault at the beginning of this year. - Mayor Rowley explained that recently he

needed a blueprint of the Fire House but could not find one even after going to the architect. - Council Member Peatross warned that having thousands of documents digitally stored is useless without a way to search them. - Council Member Hamilton suggested that there are scanners available throughout the county that could do the same service the inmates are offering at a much lower cost if not free. - Deb explained that the agendas and minutes are now being stored in the cloud as well as in paper format. As many documents as possible are being put into a web-based format. - Council Member Hamilton asked about cyber threat insurance. Kim Riggle explained that the City does have some cyber fraud coverage through the Trust. Deb explained that precautions are being taken against cyber threats by having an external hard drive to backup Kim and Deb's computers and storing information on the cloud with time-stamps as well as having hard copies available. - Council Member Peatross would like some assurance that any records sent for scanning to UCI will be returned intact. - Council Member Peatross asked about quasi-public records and how to protect confidentiality. Mayor Rowley suggested the digital copies could be password protected.

7. Saw Mill Flooding Issues

Minutes:

Macoy Young who bought the sawmill from his dad, Roger Young, spoke with Mayor Rowley about the leak caused by South Duchesne Culinary Water (SDCW), which has flooded his lumber yard for the last several months. Last January, SDCW came to the sawmill with equipment to help move logs out of the flooded area. Many of the logs on the bottom of the stack are now ruined because of the continuous flooding. Macoy wanted to make Mayor Rowley aware of what was going on. Mayor Rowley said he referenced the sawmill in the last letter sent to SDCW and he has been in contact with Gayle Mckeachie informing him of the \$0.08/gal rate that will be charged to SDCW for discharging into the septage system. Council Member Mecham asked if Joan Steed has seen the letter with the rate increase. Mayor Rowley is not sure if she has seen it but he is dealing directly with her lawyer and he has not heard anything since he sent the email. Council Member Mecham asked if the water line was fixed. Mayor Rowley said it is still leaking. SDCW is still blaming Duchesne City for all of the breaks in their line because they believe the line was broken when the City installed the septage receiving station. The 8" septage station line in the highway is 80' away from SDCW's water line and there is a 20" sewer line between the 8" line and the water line. The 20" sewer line is 50'-60' away from the water line. Council Member Mecham asked if this issue would be taken to court. Mayor Rowley is not sure. Council Member Hamilton suggested SDCW should install a check valve immediately to prevent the subdivision from losing all water pressure.

Council Member Baker mentioned the boil order reported in a recent news broadcast. Mayor Rowley said if there had been a boil order for Duchesne City's system, every house would have been informed by telephone or a knock on the door. Council Member Browning asked how the news found out about the boil order. Mayor Rowley said the Department of Environmental Quality (DEQ) will inform the news media of possible problems. The DEQ sent a letter last April informing SDCW that their system was no longer a "certified water system". The water leak started last January. Susan Hamilton asked how many cases of giardia had been reported. Mayor Rowley said only one to date had been reported. Mayor Rowley discussed how a water system is supposed to work and how the chlorine is used to kill anything in the pipes as it travels downstream. Every water system is required to maintain a certain pressure in order to keep contaminants out of the pipes. SDCW has had a backhoe on site everyday for the last three weeks digging approximately 12' down to reach their pipe. Mayor Rowley explained the problems with SDCW's installation of the water line about 20 years ago. Council Member Mecham asked when the rate increase would go into affect. Mayor Rowley will reread the contract and check but he believes the water rates charged to SDCW can be changed in November. He explained that he has been in contact with Clyde Watkins about the negotiations between SDCW and Duchesne County Water Conservancy District (DCWCD). Council Member Hamilton asked why this issue is on the agenda. Mayor Rowley said Macoy came into the office to complain that he can't use half of his property because of the flooding. Council Member Peatross asked how the water gets across the highway. Mayor Rowley explained that there are 2 culverts that the water flows through. Council Member Mecham asked if the water can be diverted away from the Young's property. Duchesne City would have to pump it out of the low spot but since the saw mill is not in City limits, its not the City's responsibility. The Young's are another victim in this situation.

8. Enterprise Zone

Minutes:

Mayor Rowley summarized the document he distributed to the Council for their review. Council Member Mecham asked why the City needs an enterprise zone. Mayor Rowley explained that it incentivizes businesses to come into Duchesne City. Council Member Hamilton commented that it seems that outside businesses would be given an advantage over local businesses. Mayor Rowley clarified that local and outside businesses would have the same opportunities for tax breaks. He said the money for the program comes from the Governor's Office of Economic Development. He invited the Council to review the document so they could vote on adopting it at the next meeting. He also said Tabiona is adopting it tonight at their

council meeting. Council Member Baker said there is money available for equipment and hiring new employees as well.

9. CDBG Annual List

Minutes:

Mayor Rowley asked the Council to review and rank the list of projects to be included on the Community Development Block Grant (CDBG). He explained that the CDBG is similar to but not the same as the Community Impact Board (CIB). The CDBG only awards grants. Council Member Hamilton asked what the criterion is for the items placed on the list. Mayor Rowley said the CDBG list is similar to the CIB list but since the CDBG is strictly grant money, the process for being awarded money is much more stringent with a lot more paperwork. Mayor Rowley showed the Council a list with past projects funded by CDBG money. The Council discussed possible projects around town including a trail along Hillside Dr. and bathrooms for Wallace Park on Main Street. Council Member Peatross asked if Duchesne City had ever used CDBG money in the past. Mayor Rowley was not sure if the City had ever applied for it because the requirements are so stringent. Mayor Rowley currently sits on the Board. The Council discussed putting a splash pad on the list in addition to the bathrooms at Wallace Park. The Council also decided to put the Hillside Dr. Trail on this list. Council Member Hamilton suggested the items on the CIB list be put on the CDBG list with the additions just discussed.

10. 15 Minute Open Session

Minutes:

- Robin Caulkins, who is in charge of the upcoming Light Parade and Festival, distributed gift bags to each Council Member and the Mayor. She invited everyone to participate in the event and summarized the activities for the day.
- Ella Hamilton approached the Council to discuss the stray cat problem in town. She has seen lots of strays around the library. She was wondering what to do about the problem, and suggested that a shelter be created for people to bring the cats to. Council Member Browning emphasized how wide-spread the problem is. She expressed concern that Matt Skewes' responsibilities and what he can and can't do are unclear. Ella explained to the Council that she found a stray cat and took care of it for a while and then it disappeared. Mayor Rowley thanked Ella for coming. Council Member Browning requested that Matt be put on the next City Council meeting agenda so he and the Council can discuss this problem and hopefully help resolve it.
- Council Member Mecham reported a deep pot hole behind Family Dollar in

the alleyway. Mayor Rowley explained the hole is on Family Dollar property and was created by the delivery trucks pulling in and out of the delivery bay area. The Mayor has spoken to Family Dollar administration several times about this problem as well as their trucks obstructing traffic on Hwy 191 while unloading the trailers. Council Member Mecham also reported another pot hole in the road coming onto Hwy 191 by the Centennial Building. Mayor Rowley said he would talk to Justin with the State Road Department to see about having it fixed.

11. Book Of Complaints, Concerns And Comments

Minutes:

There were no complaints brought to the Council's attention at this time.

12. Mayor And Council Review Of Old Business

Minutes:

- Mayor Rowley showed the Council a contract to sell EP Energy excess water from November to April. Council Member Mecham asked if the City had excess water to sell. Mayor Rowley explained that the City's water rights are year-round but the City does not use as much in the winter. EP would like to purchase some of the excess water. Council Member Hamilton expressed concern that EP recently took out bankruptcy. He wants to make sure that the contract is written in such a way that the City will get paid what is owed. Mayor Rowley directed the Council to look at the contract especially page 6 that states that EP will pay for some of the water in advance. Council Member Baker suggested they pay everything in advance. Mayor Rowley explained EP will draw the water from the Rocky Point ditch heading which is located up the river by Gail Hamilton's place. They will pump it up to a pond in a flat place half way up the hill from the river. Council Member Peatross asked how the water will be transported. Mayor Rowley explained EP will pump the water through a 10" flat line under Hwy 87 that runs through a pipe culvert. Mayor Rowley invited the Council to review the document and he will take it to the lawyers to review as well. He also explained this contract is based on the contract signed by former Mayor RoJean Rowley with Crescent Point.
- Kinder Morgan approached Mayor Rowley earlier today to buy a right-of-way easement on airport property. Mayor Rowley informed the Kinder Morgan representative that it will cost the company \$0.12 per square foot per year with the stipulation that nothing will be built higher than 16'. The easement is located on the west and south sides of the old county road next to the airport.

- Susan Hamilton asked about penalty forgiveness for fill station accounts. Mayor Rowley said the Council is happy to hear anyone who is willing to come before them to plead their case. He also said penalty forgiveness depends on a person's payment history.
- Council Member Peatross asked about the Maribel Marie Lee property on the bench. He said the property looks abandoned. Mayor Rowley explained Diana and her mother, Maribel, left for Mexico and they have not been back. They are working on putting their affairs in order in Mexico. He is not sure when or if they will be back.
- Council Member Peatross asked whether Randy Harrison's complaint about the trees obstructing the view on 300 East had been addressed. Mayor Rowley said Kayden Jenkins had begun working in that area sawing trees down.
- Council Member Browning asked about what is happening on the west side of Al's Foodtown. Mayor Rowley explained that CKC is paving the road in front of the new busstop. Council Member Browning asked if CKC is going to pave the City's holes around town. Mayor Rowley said they have not put in a bid for the 7 patches. He said the city workers have been working on fixing the roller so they can do the patches themselves.
- Council Member Peatross asked about the Strawberry Cemetery pump being pulled out for the winter. Mayor Rowley said they still need to do that. Council Member Peatross asked if this was something done every year. Mayor Rowley said that it was only being done this year because of all the problems with the pump. This is on the to-do list.
- Council Member Peatross asked about Jenny Adam's place. Mayor Rowley said it was all cleaned up.
- The Council briefly discussed the upcoming Christmas Party. Council Member Hamilton took this time to RSVP. All the other Council Member had responded earlier to the invitation.
- The Council briefly discussed the invitation to the VIP night for the high school play. The Mayor and City Council members are all invited.
- Council Member Hamilton asked about the contract with SDCW and suggested it should have been voted on last City Council meeting. Mayor Rowley said he is waiting to see how negotiations with DCWCD go and he is hoping the County takes over the water system. He is not sure how the contract is worded and will read it to find out what needs to be done. The Council will plan to address this issue on November 26. If the issue resolves before the next Council meeting then City Council will be cancelled for

November 26.

- Council Member Peatross said the outside lights and heat were not working in the building when he held a Constitution Party meeting last Thursday evening. Kim Riggle informed him that the thermostat for the room is on a timer and lowers the temperature automatically after work hours. The temperature can be changed and held to a certain time by manual control on the thermostat. Mayor Rowley will look into why the lights were not working.

13. Work Session

Minutes:

There was no work session called.

14. Executive Session

Minutes:

There was no executive session called.

15. Adjournment

Minutes:

MOTION by Council Member Mecham, seconded by Council Member Browning to adjourn at 7:29 pm.

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

Motion carried by unanimous vote.