

Milford City Council Meeting
Tuesday, June 16, 2020, 4:00 PM
Milford City Hall, 26 South 100 West
Milford, Utah 84751

Members Present: Mayor Nolan Davis, Council Members Russell Smith, Ian Spaulding, Scott Symond, Les Whitney, and Shane Yardley.

Absent: None

Staff: City Administrator Makayla Bealer, City Recorder Monica Seifers, Administrative Assistant Lisa Thompson, Attorney Leo Kanell, and Foreman Benjamin Stewart

Visitors (Official Roster): Ronda Hutchings, Madeline Gines, and Blake Barnes - Beaver County Prevention Coalition

Call to Order

Mayor Nolan Davis called the meeting to order at 4:01 p.m. followed by the Pledge of Allegiance.

Public Hearings

Waiving Payment for Interfund Services for Municipal Use

Administrator Bealer explained that municipal buildings using water and sewer do not pay for their own services. This is an annual procedure; a resolution will be adopted authorizing the waiving of payments from the city to the city for these services.

Mayor Davis called for comments or concerns. There were none.

FY 2020-2021 Operating Budget

The operating budget for FY 2020-2021 was presented. Council Member Whitney thanked Administrator Bealer for her efforts.

Mayor Davis called for comments or concerns. There were none.

Petition to Vacate Alley abutting Parcel 05-0013-0008 located at 325 West 400 South, Milford, Utah

Council Member Whitney reported that the petitioners went before the Planning and Zoning Commission last week to present their petition to vacate an alley running north and south that is not being utilized. The abutting property owners will still have access to their properties with the closure. The P&Z Commission recommends the council vacate the alley.

Mayor Davis called for comments or concerns. There were none.

Obtaining Property and Easements Necessary to Complete the Culinary Water Project

Attorney Kanell stated that the certified mail was mailed to the property owner and has been sitting in the property owner's PO Box since June 6, 2020. He added that the notice of public hearing was mailed as well as emailed. There has not been any response from the property owners.

Mayor Davis called for comments or concerns. There were none.

Visitors

Ronda Hutchings – Beaver County Prevention Coalition: Request to place opioid prevention signs in key locations in Milford

Ronda Hutchings, Blake Barnes, and Madeline Gines presented the council with stress relief kits. The coalition has been working on the opioid issue in the county for the last year. They have done a community readiness assessment leading to strategies to deal with it on a community basis. Use Only

As Directed Campaign – they would like to bring it to Milford, is this something Milford is interested in? If so, they would like input on what images and messages to include on the window clings and banners. The coalition has the money to do the project. Council Member Whitney was in favor of supporting the project. There is no monetarily contribution needed from the city. Council Member Spaulding was also in support of the initiatives and messages regarding substance abuse and suicide prevention.

Ronda, Blake, and Madeline left at 4:29 PM

Consent Issues

Consent issues including bills and payroll, Financial Report for May 2020, and Minutes of May 19, 2020 Regular Council Meeting, and June 2, 2020 Work Session were presented for consideration for approval.

- **MOTION:** *Council Member Les Whitney moved to approve the consent issues as presented. Motion was seconded by Council Member Scott Symond. All were in favor, motion carried.*

New Business

Approval of Hiring of Summer Hire for Milford City Crew

- **MOTION:** *Council Member Shane Yardley moved to authorize the hiring of Quaid Thompson. Motion was seconded by Council Member Scott Symond. All were in favor, motion carried.*

COVID 19 Updates

Administrator Bealer reported that Governor Herbert has modified the yellow status allowing up to 6,000 people to meet outside utilizing social distancing and encouraging face masks. How does the council want to proceed with the July 4th celebration? Recreation is also wanting to hold a baseball tournament. Council Member Spaulding asked if the council's concerns in prior meetings were general or following the guidelines of the governor. We all have individual levels of concern, but from a city perspective should we be following the standards that have been set? Council Member Whitney stated that the modified guidelines had been put out by the governor and now the concern was with the number of cases increasing throughout the state. People need to understand that whether we are in yellow or green, we are still able to be vigilant in social distancing. We do have our first confirmed cases in Beaver and two potential cases in Milford. The risk is not going away, it is still here. He has discussed the antibody testing with Scott (Langford) and there have been hundreds tested for the antibodies and they were all negative suggesting that we have not had the strain here. Council Member Spaulding asked about opening the July 4th festivities. Council Member Whitney felt that if the 4th was opened the recreation activities should be as well. Mayor Davis felt that things needed to be opened with the guidelines for social distancing being stressed. Dr. Blodgett felt that opening a little at a time with the guidelines would be best. There will be cases and it will plateau but people in the meantime need to adhere to the guidelines during the opening. Scott (Langford) predicted that there would be a case in Beaver County last week; it was inevitable. Mayor Davis felt that if we made people aware and encouraged common sense practices there would not be an issue with proceeding with the July 4th celebration and recreation activities. Beaver has had three baseball tournaments already and there haven't been any issues. Council Member Whitney cited that we may see some spikes after all of this but the bottom line is that those who are in the high-risk groups should stay home. We need to stress that these groups take care of themselves and not participate. We will encourage social distancing and the use of masks. Council Member Russell Smith cited that while we can't enforce it we should really encourage that masks be worn, this virus is real and the doctors are saying that mask wearing is helping in slowing the transmission. Council supported recreation activities and festivities being held at the Milford facilities where guidelines are being encouraged. Council Member Ian Spaulding stated that going forward, if statuses change, as a city we

need to suspend or postpone city recreation – based upon the recommendations of the health department.

Discuss Municipal CARES Act Funding

Administrator Bealer reported that Milford City will be receiving \$122,292.00 in CARES Act Funds. The funds will come in three payments. We received the first payment of \$40,764 on June 10, 2020. Our plan is to place the funding at the State Treasury and collect interest until we can determine the best way to expense them. The funds can be used for any expenses that occurred after March 31, 2020 that is COVID related and not included within the city's operating budget. It can also be used to prevent the spread of the virus. There is a committee comprised of members from each community county-wide; Mayor Davis, Council Member Whitney, and Administrator Bealer are on the committee. The following are ideas that have been discussed amongst the Milford representatives:

1. Offer a grant to local businesses who have been affected by COVID-19. They have counted 13 businesses that have potentially been affected (application and guidelines for applying will have to be established).
2. Installation of restrooms/sanitation station near the playground. Currently the restrooms are not always available since the city cannot keep them open all the time since they do not meet the requirements for such.
3. Possibility of purchasing hand sanitizer stations to be setup in all municipal buildings: Library, Maintenance Shed, Senior Center, Administrative Building, etc.
4. Upgrade all toilets and sinks in municipal buildings to touchless.

She asked for ideas and feedback from the council suggesting they email her. Council Member Spaulding inquired if the funds could be used for temporary bathroom/sanitization stations to be located at the ball fields through the end of the recreation season and then removed. Mayor Davis has been working with Lynn Anderson on getting information about stainless steel fixtures that cannot be broken; the restrooms at the park are not always accessible because they don't meet the requirements. If the members of the council have any ideas please send them to Makayla; the committee will meet again this coming Thursday.

Approval of 1780-12 Grant Agreement for the Culinary Water Project

Agreement with USDA in regards to the water project.

- **MOTION:** Council Member Les Whitney moved to authorize Mayor Davis to sign the 1780-12 Grant Agreement with City Recorder Seifers and City Administrator Bealer attesting. Motion was seconded by Council Member Shane Yardley. All were in favor, motion carried.

Authorize signatures to accept the Coronavirus Relief Funds Monies from the State of Utah

- **MOTION:** Council Member Ian Spaulding moved to authorize Mayor Davis to sign accepting the funding from the State of Utah. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.

Senior Citizens Remediation Project Update

Administrator Bealer reported that core samples were taken May 27th to help determine why the building was settling, there was nothing obvious depicted from the samples. They found a half-inch gap beneath the slab. The engineer stated that it was not uncommon with the age of the building. There was a one-inch gap in the kitchen, he explained that the ceiling was holding the kitchen walls up. There was no moisture or water underneath the slab so it did not appear that the storm drain was causing the issue. They felt it was a compaction issue and suggested placing foam under the slab to stabilize the building. The contractor was able to lift the kitchen floor and cabinets and restore them close to their original

location. The painters have finished up; Rollins Construction will be on site this week to redo the storm drain, which did not need to be done but is full so it will be revamped. All is going well and the seniors should be back in their building June 22. The meals are being prepped at the Milford City Administration Building and Meals on Wheels is the only service currently being provided due to COVID-19. Council Member Shane Yardley inquired if there would be any ongoing maintenance. Administrator Bealer replied that there should not be and explained that Beaver County had the new building built and Milford City accepted it back in 2007 or 2008. In 2012 they reported that there was some cracking in the sheetrock. The Inmate Work Crew went in and patched and painted it. There was further settling that led to the remediation project. The foam that was shot into it should take care of it. Mayor Davis added that when they built the building the native soil was used; no over excavation was done so the compaction was not where it needed to be. This should stabilize the building and alleviate any future issues.

Old Business

Culinary Water Project Update

Administrator Bealer reported that all easements required for the 12" water line have been procured and are at the County Recorder's office. This project should go out to bid July. Gardner Brothers have begun the test well and drilling the production well. Rocky Mountain Power contracts have been received for review. The project is moving along. Foreman Stewart reported that this morning Garner Brothers were down about 500 feet so they are getting close, the well will be at 650 feet.

Irrigation System Update

Foreman Stewart reported that he spoke with L&R Pumps this morning and they were hoping to be in Milford this week or the start of next to pull the Firehouse Well. They have turned the pressure on the Golf Course Well up to 80 pounds and it seems to be taking care of everything. We must keep something watering 24/7 to keep the well pumping but it seems to be working until the Firehouse Well is repaired.

Community Dumpster Update

Mayor Davis has discussed this with Mike Nielsen. Some regulations have changed and Mike has some ideas but needs to talk to Wiley Hughes. They will discuss it more; Mayor Davis will have an update in the next meeting.

Ordinance and Resolutions

- a. Resolution 5-2020 "Waiving Payment for Inter-Fund Services"
- b. Resolution 6-2020 "Setting Real and Personal Property Tax"
- c. Resolution 7-2020 "URS Contribution"
- d. Resolution 8-2020 "Setting and Adjusting Approved Vendor List"
- e. Resolution 9-2020 "Amending Operating Budget FY 2019 -2020"
- f. Resolution 10-2020 "Adopting Operating Budget FY 2020-2021"
- g. Resolution 11-2020 "Adjusting Compensation and Salaries FY 2020-2021"
- h. Resolution 12-2020 "1780-28 Loan Resolution for Culinary Water Project"
- i. Resolution 13-2020 "Venmo Sweep Account"
- j. Ordinance 1-2020 "Vacating Certain Street and Alley"

Council Member Yardley asked if there were any changes to the approved vendors list from the previous year. Administrator Bealer reported that the Aflac Worldwide – supplemental policies for employees was the only addition to this year's list. Council Member Spaulding asked what the change to the real and personal property rate was. Administrator Bealer asked him to visit her office following the meeting as she did not have the information available at the meeting.

- **MOTION:** Council Member Les Whitney moved to adopt Resolution 5-2020 "Waiving Payment for Inter-Fund Services"; Resolution 6-2020 "Setting Real and Personal Property Tax"; Resolution 7-2020 "URS Contribution"; Resolution 8-2020 "Setting and Adjusting Approved Vendor List"; Resolution 9-2020 "Amending Operating Budget FY 2019 -2020"; Resolution 10-2020 "Adopting Operating Budget FY 2020-2021"; Resolution 11-2020 "Adjusting Compensation and Salaries FY 2020-2021"; Resolution 12-2020 "1780-28 Loan Resolution for Culinary Water Project"; Resolution 13-2020 "Venmo Sweep Account"; and Ordinance 1-2020 "Vacating Certain Street and Alley". Motion was seconded by Council Member Russell Smith. Roll Call votes were as follows: Council member Russell Smith – aye, Ian Spaulding– aye, Scott Symond – aye, Les Whitney – aye, Shane Yardley – aye. Motion carried.

Staff and Council Reports

Staff Member Reports and Comments

Leo Kanell ~ City Attorney

- Will move forward with legal proceedings on the taking of property after the 30-day period has expired. Motion: Council Member Ian Spaulding moved to authorize Attorney Kanell to proceed with the legal proceedings following the 30-day period. The property owners have been given the opportunity to attend the public hearing. They will have 30 days to contact the property ombudsman. Motion was seconded by Council Member Les Whitney. All in favor, motion carried.

Makayla Bealer ~ City Administrator

- 400 South bid – Mel Clarke has revised their bid for the full street from Main Street to 100 West for \$74,666. This is a difference of \$19,770.80 from the original bid. Mike with Mel Clarke suggested moving forward with the project in the fall following the curb and gutter installation of the fire station office rather than waiting until next spring. He felt that this fall would be feasible. Mayor Davis felt that we should try to do it this fall. Makayla will work on funding for the backhoe if the council wants to move forward with the street project for the full street.

Monica Seifers ~ City Recorder

- Utility Statement update – Milford City will be going back to postcard statements. Back in 2007 the city moved from postcards to full sheet statements with envelopes so the monthly city newsletter, as well as other information, could be distributed. Social media wasn't really a thing back then. We are now realizing that with social media, email, and online payment methods available, there are many customers not even opening their mail anymore. There is a lot of time and resources that goes into preparing the statements for mailing each month so we are moving back to the old ways of sending out postcards. The newsletter will still be available to anyone who would like to request to be put on the mailing list; the newsletters will continue to be posted on the website and Facebook as well. This is a good move for staff efficiency and cost savings.
- Fourth of July update – The committee was on board with preparing and seeing where we were the last week of June. She appreciated the council for their support and the difficult spot they were in during these unique times we are facing. Social distancing and mask wearing will be encouraged during the festivities. With the first cases hitting Beaver County she is hoping that people will realize it is here and they will take precautions to slow the spread. There will be procedures implemented to help promote good hygiene at the park during the celebration.

Lisa Thompson ~ Administrative Assistant

- No reports or comments.

Ben Stewart ~ City Foreman

- No reports or comments.

Council Member Russell Smith

- No reports or comments.

Council Member Ian Spaulding

- No reports or comments.

Council Member Les Whitney

- Vacant buildings on Main Street – There are a few buildings that are concerning, mainly on the East side. Last week the city received a concern with a building that the roof had collapsed. Council Member Whitney is working with Kyle Blackner and they will come up with a plan. The downtown buildings are becoming a huge hazard.

Council Member Scott Symond

- No reports or comments.

Council Member Shane Yardley

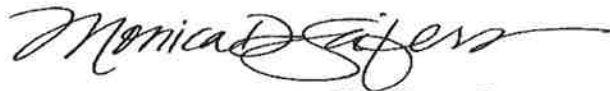
- No reports or comments.

Mayor Davis

- No report or comments

Meeting Adjournment ~ *as there was no further business the meeting adjourned at 5:20 PM.*

APPROVED by City Council the 21st day of July, 2020.



MONICA D. SEIFERS, City Recorder