

MINUTES
PUBLIC HEARING ON THE TENTATIVE BUDGET FOR FY 2021 & THE REGULAR
TOWN COUNCIL MEETING

WEDNESDAY, JUNE 17th, 2020 AT 6:30 P.M.

CASTLE VALLEY COMMUNITY CENTER - 2 CASTLE VALLEY DRIVE

****Due to concerns regarding the potential spread of COVID-19 this meeting was held electronically by Conference Call. The Anchor site was 2 Castle Valley Dr.**

Council Members Present: Mayor Duncan and Council Members: Gibson, Hill, Holland and O'Brien.

Absent: None.

Others Present: Ron Drake, Colleen Thompson, Jack Campbell and John Groo.

Clerk: Jocelyn Buck

Public Hearing on the Tentative Budget for FY 2021

1. **M Duncan called the Hearing to order at 6:30 PM.**

2. **Council Role Call -all present**

3. **Open Public Comment: No Public Comment**

Regular Town Council Meeting

M Duncan called the Meeting to order at 6:32 PM.

1. **Open Public Comment; No Public Comment**

2. **Approval of Minutes:**

* Regular Town Council Meeting May 20 15th, 2020.

CM Hill motioned to approve the Minutes as present, CM Holland seconded, and motion passed unanimously

3. **Executive Reports:**

*Roads Committee- M Duncan

The Road Committee did not meet this month. CM Gibson asked about the parking lot Grand County has put in at Fire Station 1. It will be used for staging the Chip seal project on the Castle ton Road. Discussion continued on the source and quality of the material used for the parking lot. The material was taken out of the Castle ton pit and has a lot of clay in it which makes it slippery when wet and dusty when dry, basically not good for our roads.

*Planning & Land Use Commission-Colleen Thompson- Minutes provided. Council agreed Susan Curtis (the new PLUC Clerk) did a great job with the Minutes. They also thought the PLUC "to do" list was a good idea. CM O' Brien and Thompson discussed minimizing Conditional Use permits (CUP) and using hard code standards instead for some CUP situations.

*Community Renewable Energy Act.-CM Gibson updated Council on the cost options, total will be close to a million dollars for planning, design, legal, filing etc. The Committee is currently working on structuring the separation of costs between communities as well as how the costs will be divided /absorbed if or when Communities potentially opt out. Castle Valley's cost could be approximately \$355 plus a Community mailing for customers to opt out. They are stilling working on how the costs could be calculated by electric load or by number of customers/ population or by residential load only. CM Hill and M Duncan agreed it was still going to be reasonable for Castle Valley to step up and participate.

*Solid Waste District- Diane Ackerman- not present

*Water Agent and Water Committee Report – John Groo reported he has processed several well permits

in the last few months. He is hoping soon to meet with the Water Advisory Committee either in person or via Conference Call. Tomorrow he will be attending virtually the protest hearing with the Division of Water Rights regarding the transfer of surface water rights to well rights on Lot 429.

*Hazard Mitigation Committee- M Duncan- Minutes provided. There will be a Public Hearing on the Draft Plan in July. The Plan will be available on the website.

*EMS District- Ed Weeks – not present.

*Fire District-M Duncan /Chief Drake reported that the Fire District has acquired a Generator from Moab. Once it is up and running it will be able to provide emergency lights and power to the well on Lot 13 or power to the Town Building.

*Housing Task Force- M Duncan- Minutes provided.

4. Correspondence: None

5. Administrative Matters & Procedures:

Free Conference Call contribution

CM Holland proposed paying \$10/month. Discussion will continue in Item 6.

General Plan Public Hearing will be at the July 15th Council Meeting.

Manti LaSal National Forest Cooperating Agency Status Scoping Period Update – CM O'Brien reported the scoping period will start in mid-July and will have to be done online instead of face to face meetings because they cannot continue to delay the process.

Town letters

CM Holland suggested writing a letter to all the commercial delivery and services companies reminding them of the speed limits on our roads and the impacts of speeding such as dust and wear and tear on our roads. CM Hill stated that UPS and FedEx are probably responsible for 90 % of the washboards on the side roads. The letter should be directed to the corporate headquarters, because the drivers are not given enough time to do their deliveries unless they speed. CM Holland will draft a letter and circulate it to the Council.

Buck asked to have the Fee Schedule reviewed and updated; it will be sent out to the Council.

CM Hill asked to have discussion on using Roto-mill next month. She values the pristine quality of our water and has concerns about runoff. She stated that she seems to always be contradicting the Road Committee and Department but she got on the Council to protect the Valley and if that means stopping gravel pits and pollution then that what she is going to do. M Duncan asked to have more research on the use of roto mill.

NEW BUSINESS

6. Discussion and Possible Action re: Resolution 2020-6 Adopting the Final FY 2021 Budget.

CM Hill explained that the Certified tax rate property tax revenue of \$127,032 has to be in our 2021 Budget instead of the previously projected \$ 92,500. The \$ 92,500 was derived by pairing down the budget by a recommended 30% taking into account the potential effects of CoVID on Town Revenue. She will to leave the \$34,532 difference out of the 2021 Budget in case we need it for general budget shortfalls. CM Hill put those funds into Capital funds and then we could amend the budget in January when we see how much property tax we have received. She dispersed into Capital funds potentially earmarking \$10,000 for Castle Valley Drive repaving, \$19,532 for road material, \$4,000 Capital other and that left \$1,000 for the solar panel repair.

CM Duncan and CM Hill discussed going ahead and paying Conference Call \$10 month out of Office Expenses as needed until we amend in January.

CM O'Brien motioned to approved the FY 2021 Budget amended to include using the \$34,532 difference between projected tax revenue of \$ 127,032 rather than \$92,500 to be dispersed into \$1,000 Maintenance expenses, \$4,000 Capital General and \$19,532 into Capital Roads for road material and \$10,000 to Capital Roads for Castle Valley Drive, as reflected in the new attachments A and B. CM Holland seconded, motion passed unanimously

7. Discussion and Possible Action re: Resolution 2020-7 Approval of the FY2021 Tax Rate.

CM Hill motioned to approve Resolution 2020-7 Approval of the FY2021 Tax Rate as presented. CM

O'Brien seconded, motion passed unanimously.

8. Discussion and Possible Action re: Appointment to the County Economic Development Advisory Board.

M Duncan explained this Board is required in order to apply for certain grants and that she is interested in serving on the Board.

CM Hill motioned to appoint Jazmine Duncan to the County Economic Development Advisory Board, CM

O'Brien seconded, motion passed unanimously.

9. Discussion and Possible Action re: Selection of the 2020 Castle Valley Scholarship recipient.

CM Hill thought was great to have two applicants.

CM Hill motioned to give the Castle Valley Scholarship to Alex Holling, CM Holland seconded, motion passed unanimously.

10. Discussion and Possible Action re: Appointment to the Planning and Land Use Commission (1).

M Duncan recommended Ryan Anderson for the full term position on the Planning and Land Use Commission.

CM Hill motioned to appoint Ryan Anderson for the full term position on the Planning and Land Use Commission, CM Holland seconded, motion passed unanimously.

11. Discussion and Possible Action re: Appointment to the Planning and Land Use Commission (2).

M Duncan recommended Stephen Curtis for the partial term position on the Planning and Land Use Commission.

CM Holland thanked all those that had applied, we had four applicants.

CM Holland motioned to appoint Stephen Curtis for the partial term position on the Planning and Land Use Commission, CM Gibson seconded, motion passed unanimously.

12. Discussion and Possible Action re: Adopt Ordinance 2000-1 Regulating Excavation and Construction within, and prohibiting the obstruction of, blocking, or interference with, the Public right of way within the Town.

The Council considered and discussed the comments and approved edits from the legal review of this Ordinance.

CM Hill motioned to approve- motion dropped for further discussion. CM Gibson suggested changes to language in Section 2 C. regarding setting the cost for establishing the amount of the bond . The Council made changes "The amount of the cash or surety bond shall be 125% of the higher of 2 bids obtained by the owner from two licensed contractors to restore the right of way to its pre-excavation conditions." M Duncan asked to have "may" replace "shall" in 1.A. And it was agreed to remove the actual cost of the permit in 2A and replace with "as required by the Town's fee schedule". Also changes were made to 2A stating that "no application shall be deemed permitted until the application has been signed by the Road Department Manager."

CM Hill motioned to adopt Ordinance 2000-1 Regulating Excavation and Construction within, and prohibiting the obstruction of, blocking, or interference with, the Public right of way within the Town. as amended, seconded CM O' Brien, motion passed unanimously.

UNFINISHED BUSINESS

13. Discussion and Possible Action re: Approval of amendments to the Employee Policy manual. (tabled)

CM Hill motioned to un-table, CM Gibson seconded, motion passed unanimously.

CM Hill and Holland agreed that they should not change the Employee Policy Manual to reflect the Town's ability to eliminate or postponed employee's annual raise in situations of reduced Town revenue. CM Hill stated that employees should be honored and respected and they should feel they are valued and the Council agreed.

Council also agreed to the addition to the Policy covering the use of Town Road Department, building maintenance and grounds keeping tools and equipment.

CM Hill motioned to approve changes to the Employee Policy Manual to include the use of Town Equipment. Second CM O'Brien motion passed unanimously.

14. Closed Meeting (If necessary).

15. Payment of the bills.

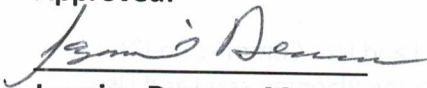
CM O'Brien motioned to pay the bills; CM Holland seconded motion passed unanimously.

ADJOURNMENT

CM Hill motioned to adjourn, CM O'Brien seconded, motion passed unanimously.

M Duncan adjourned the Meeting at 8:42PM

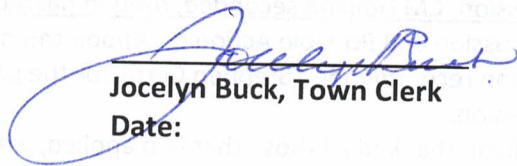
Approved:



Jazmine Duncan, Mayor

Date: 8/25/2016

Attested:



Jocelyn Buck, Town Clerk

Date: