

Hinckley Town Council
Town Council Chambers
161 East 300 North Hinckley, UT
Digitally Recorded
September 17, 2020

Invocation: Tresa Martin

I. PLEDGE

Mayor Pro Tem Chris Palmer brought the meeting to order at 7:10 p.m. by asking all to rise and join in the Pledge of Allegiance.

II. ROLL CALL

Mayor Pro Tem Chris Palmer
Council Members: Ray Searle and Justin Rowlette
Clerk Tresa Martin
Maintenance Employee: Joe Stevens
Excused: Mayor Brian Florang and Council Member Tyrel Brown

III. GUESTS

None

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Council Member Justin Rowlette made a motion to accept the meeting minutes as presented for September 3, 2020. Council Member Ray Searle seconded the motion, all voted aye.

V. PETITIONS, REMONSTRANCES, AND COMMUNICATION

None

VI. REPORT OF GOVERNING BODY – BOARDS – COMMITTEES:

Council Member Justin Rowlette informed the council he met with Travis Johnson, town maintenance employee to look at the condition of town roads and said he would like to schedule a time to meet with Jake Smith to seek advisement on road repairs. Council Member Rowlette will talk with Travis about setting up this meeting.

Mayor Pro Tem Chris Palmer informed the council Jose Avalos is requesting permission to serve 240 hours of community service in Hinckley Town and noted due to his work schedule, he can only serve hours on Fridays. The council agreed to allow Jose Avalos the opportunity to serve his community service hours in Hinckley.

Clerk Tresa Martin informed the council the office received a business license application on Wednesday, September 16, 2020. The application is from Amy Brinkerhoff, for the business named Bookkeeping by Amy Lynn, LLC., and is located at 143 S 100 W, Hinckley. Mayor Pro Tem Chris Palmer stated the business license application from Amy Brinkerhoff will need to be reviewed and recommended by the Planning and Zoning Commission at their next meeting.

Maintenance employee Joe Stevens stated the community service workers are helping the maintenance department trim and clean up the low hanging tree branches hanging over the roads in town. Joe said today, he, Ray and Travis met with a Scholzen's representative and Greg Johnson from Rural Water to repair the fire hydrant at the park. The fire hydrant is an odd size and Scholzen's did not have the correct replacement parts on their service truck. Joe said the correct parts have been ordered as well as additional parts. He noted the maintenance department plans to put on an extension to raise up the fire hydrant located on the north west corner of 2000 S 4000 W.

Council Member Ray Searle stated the maintenance department needs to create a schedule and to routinely flush all town fire hydrants.

VII. STAFF REPORTING

Maintenance employee Joe Stevens said he and Travis plan on helping Paul Clark remove the media from the filtration tank next week as well as replacing the air compressor motor at the treatment plant and cleaning out the Cox well building.

VIII. NEW BUSINESS

1. Remote Meeting Set-Up

Mayor Pro Tem Chris Palmer opened discussion about remote meeting set-up.

Clerk Tresa Martin asked for permission to purchase a one-year subscription of the app ZOOM for video conferencing and stated she would like to purchase the large enterprise package for approximately \$200.00. The council gave Clerk Tresa Martin permission to purchase a one-year subscription.

Council Member Ray Searle stated a large screen monitor would be nice for the council members to view those attending a Zoom meeting. The council members discussed purchasing a large screen monitor and a rolling stand or cart to hold the monitor.

Mayor Pro Tem Chris Palmer discussed purchasing digital tablets or notebooks for town council members, to promote a more paperless environment, and possibly decrease the chance of spreading COVID-19.

IX. OUTSTANDING BUSINESS

1. Review and discuss changes to Hinckley Town Code – Mayor Brian Florang

Mayor Pro-Tem Chris Palmer discussed impact fees (water, sewer, roads, drainage, parks, etc.) in the proposed Hinckley Town Code.

2. Park Improvements (Fence, Horseshoe Pit, Cornhole, Lockbox) – Tyrel Brown

Mayor Pro Tem Chris Palmer opened discussion about park improvements. The council discussed further the idea of the town having a Lockbox in the park to house items (horseshoes, cornhole bags, volleyball, soccer ball, etc.) for park games. Interested parties would be required to check out a key at the town office during normal business hours to use the items in the Lockbox. The council members discussed the possibility of requiring a deposit to use the items as well as who will be responsible to verify all items are in the Lockbox and accounted before a deposit is returned.

The council members reviewed bids for 150' of chain link fencing materials from Roper Lumber, Scholzen Products and Losee Lumber. Council Member Justin Rowlette made a motion to accept the chain link fencing material bid from Losee Lumber. Council Member Ray Searle seconded the motion, all voted aye.

X. MISCELLANEOUS DISCUSSION

The council members and staff discussed possible plans for building an employee breakroom in the town office building. The breakroom may be built using a portion of the enclosed shop area west of the Town Council Chambers and behind the restroom. Mayor Pro Tem Chris Palmer asked Maintenance employee Joe Stevens to come up with a materials list to build the breakroom.

Mayor Pro-Tem Chris Palmer asked Clerk Tresa Martin to add the Bulk Water Station including an RV Water and Cleanout Station to the upcoming meeting agenda.

XI. PAYMENT OF BILLS

Council Member Ray Searle made a motion to accept the following purchase orders:

P.O. 979490 from Brenntag in the amount of \$3,181.40 for two totes of Ferric Chloride. Council Member seconded the motion, all voted aye.

P.O. 979491 to Losee Lumber in the amount of \$1,543.55 for 150' of chain link fencing material for the town park. Council Member Justin Rowlette seconded the motion, all voted aye.

Council Member Justin Rowlette made a motion to pay bills. Council Member Ray Searle seconded the motion, all voted aye.

XII. ADJOURNMENT

Council Member Justin Rowlette made a motion to adjourn the meeting at 8:19 p.m. Council Member Ray Searle seconded the motion, all voted aye.



Tresa Martin Clerk/Recorder

Mindy Maydole Town Secretary



Mayor Brian Florang