

TOWN OF MANILA WORK SESSION AND REGULAR MEETING
MANILA TOWN MEETING ROOM
145 E HWY 43
OCTOBER 8TH, 2020

CALLED TO ORDER: Mayor Coombs called the work session to order at 5:30 P.M.

PRESENT: Mayor David Coombs, Council Members Gretchen Northcott, Randall Browning, Greg Scott, William Rylander, and Town Clerk Marlena Connor.

LOCAL SERVICE DISTRICT: Mayor Coombs said that he had reached out to Commissioners Jack Lytle and Randy Asay to ask about the town having representation on the board of trustees. Both Commissioners agreed that the town would have representation.

Council Member Northcott talked to Commissioner Matt Tippetts about the representation as well and was told that he'd have to look into the question of getting representation on the board because the local service district is just for the unincorporated county at this time.

Mayor Coombs asked if the Council was ready to decide between wanting to enter into the local service district or not. Council Member Browning said he had more questions to ask the County Commissioners.

Member Northcott thinks this could potentially be a good thing but is concerned about the structure of the local service district. Council Members have questions to ask before making a decision. The Council Members will go to the Manila and Dutch John public hearings and then would like to get on the commission meeting agenda for October 27, 2020, to have further conversation with the Commissioners.

ADJOURNMENT: Council Member Scott moved to adjourn the meeting. Council Member Rylander seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the meeting at 6:05 P.M.

REGULAR MEETING CALLED TO ORDER: Mayor Coombs called the regular meeting to order at 6:07 P.M.

PRESENT: Mayor David Coombs, Council Members Gretchen Northcott, Randall Browning, Greg Scott, William Rylander, and Town Clerk Marlena Connor

GUESTS: Chad Brady, Ned Brady, Darrin Johnson, Gary Pallesen, Kevin Brengelmann, Nick Goodman, Clegg Batty, Sandy Kunkle, Harriet Dickerson.

CONSENT CALENDAR: Council Member Rylander moved to approve the consent calendar consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis

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and, September 2020 minutes. Council Member Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

RON COWDELL BUSINESS LICENSE & C.U.P.: Council Member Northcott moved to approve Mr. Cowdell's business license and conditional use permit. Council Member Browning seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

GARY PALLESEN SUBDIVISION/RETENTION POND: Mayor Coombs said this item is about the southeastern retention pond. Ned Brady & Chad Brady said they don't have an issue with the water from East Ridge Estates running onto their ranch property. Teri Pallesen will be drafting a letter for all of the parties to sign. Mayor Coombs said he would like to review the letter with legal counsel before it is signed to make sure it will not commit anyone to something that cannot be lived up to. Mr. Brady said he wanted to review the language also. Council Member Scott moved to approve the retention pond not being built and the letter from Ned Brady & Chad Brady to accept the fact of the water running onto their property from East Ridge Estates. Council Member Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

LOCAL SERVICE DISTRICT: Mayor Coombs introduced Darrin Johnson, EMS Director, and Emergency Manager. Mayor Coombs asked Mr. Johnson to give the Council some input on a local service district. Mr. Johnson explained that he had worked in the same understaffed environment before, and the EMS in Daggett County needs some dramatic improvement. They are starting with equipment. Mr. Johnson said he may be biased because a local service district would fund his program, but he does think that we need a local service district.

Council Member Northcott asked what Mr. Johnson thought about the estimated \$240,000.00 to fund the local district. Mr. Johnson said after accounting for grants; he thought it would cost around \$150,000.00, to begin with.

Council Member Northcott said solving the EMS crisis in Daggett County should be the number one public enemy that we need to defeat. Council Member Northcott stated that she is glad that Mr. Johnson is here and hopefully he can attract more EMTs, and that there will be more pay for them as well.

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Mr. Johnson said he will be putting together a program to try and help keep the EMTs from getting burned out. Council Member Browning said that he and a few of the other volunteer firefighters may be interested in getting certified as EMTs.

Mayor Sandy Kunkle and Council Member Harriet Dickerson came from Dutch John to discuss the pros and cons and what both entities are thinking about the local service district.

Mayor Coombs told Mayor Kunkle and Ms. Dickerson that the Manila Town Council had decided that they will go to the public hearings to receive further input and move forward from there.

LANDFILL CONTRACT WITH DDI: Mayor Coombs told Mr. Goodman that this line item is going to be tabled until he can review further information that has brought to his attention. There was a letter that was written to the Forest Service from a prior mayor stating that the extra landfill acreage would be also used for the hundreds of thousands of tourists that come to the Ashley National Recreational Area.

ANNUAL FINANCIAL REPORT FOR YEAR-END JUNE 30TH, 2020: Clegg Batty with Aycock Miles and Associates came to go over the financial report with the council members. There were two findings. The first finding was for exceeding the legal budget in the general fund and the sewer fund. The Town Clerk explained that she had to transfer the money from the general fund (that was not budgeted for) to a capital projects fund or get a finding for having excess money in the general fund per Utah Code 10-6-116. The sewer fund exceeded its budget because the new bond interest was not accounted for in the sewer budget.

The second finding was due to a fraud risk assessment not being completed. This was a new requirement that the Mayor and Clerk were not aware of.

Council Member Northcott asked Mr. Batty how the financials look for the town, Mr. Batty said everything looked great.

Mr. Batty continued to go over some other parts of the budget and the 4-year comparison. The town is in a good financial position.

STANDBY FEES: Mayor Coombs said that he wanted everyone to take the time to read the document that is a bit lengthy. This item will be brought back to the next council meeting.

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TOWN OF MANILA'S CAPTAINS COVE PROPERTY: Mayor Coombs asked Lesa Asay to send tax rolls for all of the lots owned by the Town of Manila in Captains Cove Subdivision. He also received a letter from Linda Peterson explaining the history of the lots and some recommendations. Mayor Coombs told the council that there have been a few people interested in buying the lots.

The Town may need to combine a few of the lots so they can pass a perc test to be able to install septic systems. The council consensus is to pursue looking at what the individual lots can be sold for and what it will take to combine the other lots.

PEDESTRIAN SAFETY PROJECT: Mayor Coombs had just received the letter from the state about approved funding for pedestrian safety projects for the fiscal year 2021. There was \$94,328.00 available for all the local jurisdictions within the six counties that make up UDOT region 3. Council Member Northcott said she didn't feel that the town was ready for something like this at this time.

Mayor Coombs asked Paul Sawyer to come to talk to him about the letter. There wouldn't be enough money to do a lot in the town, and the town would have to pay 25% of the project. Mayor Coombs said we would rather see the money be committed to a four-way stop at Highway 43, and Highway 44 with some flashing lights and a reduced speed through-out the town. This item was tabled indefinitely.

CONDITIONAL USE PERMIT DISCUSSION: Mayor Coombs said that he was under the impression that conditional use permits gave the town some leverage to help enforce what business/landowners were approved to do regarding businesses and some land use. The council wants to get the Planning and Zoning book upgraded as soon as possible.

EXECUTIVE SESSION: Council Member Browning moved to go into an executive session to discuss personnel. Council Member Scott seconded the motion. All were in favor. Mayor Coombs called the executive session meeting to order at 8:27 P.M.

ROLL CALL: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

RECONVENE: Council Member Scott moved to reconvene the regular meeting. Council Member Browning seconded the motion. All were in favor. Mayor Coombs reconvened the regular meeting at 8:44 P.M.

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FIRE DEPARTMENT UPDATE: Council Member/Fire Chief Browning went over what fire call-outs need to be uploaded to Fire Recovery USA. There is an incident report that needs to be turned in to the fire department secretary for the fire at 435 E 1st N.

FIRE CALL-OUT PAYMENT POLICY: Council Member Browning moved to approve the payment policy. Council Member Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

ADJOURNMENT: Council Member Scott moved to adjourn the regular meeting. Council Member Rylander seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the regular meeting at 8:55 P.M.

David G. Coombs, Mayor

Marlena Connor, Town Clerk

APPROVED 11-12-2020