

Milford City Council Meeting
Tuesday, October 6, 2020, 4:00 PM
Milford City Hall, 26 South 100 West
Milford, Utah 84751

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

Absent: Mayor Nolan Davis

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

Visitors (Official Roster): William Wray, Sarah Wray

Council Member Russell Smith moved to appoint Council Member Les Whitney as Mayor Pro-Tempore for this afternoon's meeting. Motion seconded by Council Member Scott Symond and carried unanimously.

Call to Order

Mayor Pro Tem Whitney called the meeting to order at 4:00 p.m. followed by the Pledge of Allegiance.

Visitors

a. Michelle Evans – Discuss partial grant option to help with a city activity guide

Mrs. Evans was not in attendance. She will be attending the November meeting.

Consent Issues

a. Consent issues including bills and payroll, and Minutes of September 15, 2020 were presented for consideration for approval.

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

New Business

a. Approval of Right of Way Easement to Rocky Mountain Power to provide power to the Granite Peak Well

Administrator Bealer explained Mayor Davis has signed the easement, it just needs ratification.

- ***MOTION:** Council Member Scott Symond moved to approve the Mayor to sign the ROW Easement with Rocky Mountain Power to provide power to the Granite Peak well. Motion was seconded by Council Member Shane Yardley. All were in favor, motion carried.*

b. Surplus of library shelves

Administrator Bealer explained that there were new book shelves received a few months ago, leaving two units available for surplus.

- ***MOTION:** Council Member Shane Yardley moved to declare the two shelves as surplus setting a minimum bid of \$25 per unit. Motion was seconded by Council Member Scott Symond. All were in favor, motion carried.*

c. Festival of Trees donation request for 2020

Council Member Spaulding asked what events the Festival of Trees would be able to hold during the pandemic? Are they able to have the open houses? They may be more reliant on donations this year due to the pandemic so he felt it was probably even more critical to give a donation.

- **MOTION:** Council Member Ian Spaulding moved to approve the donation of \$300 for the 2020 Festival. Motion was seconded by Council Member Scott Symond. All were in favor, motion carried.

d. Fraud Risk Assessment

Administrator Bealer explained that the Utah State Auditor's Office implemented a new fraud risk assessment program to help evaluate each entity and their risk level. With our annual training and established internal controls, we scored a 375, which is considered "very low" risk category. Mayor Davis and Administrator Bealer both certify the document and then Administrator Bealer uploads it to the state website. This is a new process with this being the first year it is required. The risk training and the internal controls implemented by the staff in years past have proven to be both proactive and beneficial. The city may have to make some modification as the program develops more.

- **MOTION:** Council Member Shane Yardley moved to authorize the City Administrator and Mayor to sign the Fraud Risk Assessment for 2020. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.

e. Approval of Facility Use Memorandum of Understanding with Beaver County School District

Administrator Bealer has not received the MOU; this will need to be placed on a future agenda for consideration.

- **MOTION:** Council Member Ian Spaulding moved to table the agenda item until the next council meeting. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.

f. Discuss GIS Mapping on Wastewater System

Administrator Bealer explained that RCAC is currently working on the city's sewer rate study. They have contacted her regarding GIS Mapping for the wastewater system. Milford City already has the water system on GIS, so we would only need to consider doing the wastewater system. The city would have to contribute \$1100.00 to the project which would include \$600 for a hand-held device and hours of the employees to gather information for the mapping. RCAC would take 2-3 days to train our employees and collect the data points. Administrator Bealer was concerned that it may conflict with work done by Sunrise Engineering but Jesse (Ralphs) has assured her that it should not be an issue, the map can be moved to the smart cloud. He felt it was a good idea to get it started.

- **MOTION:** Council Member Ian Spaulding moved to authorize the city to proceed with GIS mapping of the wastewater system with RCAC. Motion was seconded by Council Member Scott Symond. All were in favor, motion carried.

Old Business

a. Culinary water project

Gardner Brothers are continuing to develop the well things are progressing. The culinary water project will be put out to bid in February.

Attorney Kanell reported that the court hearing was held yesterday. We were granted immediate occupancy of the property and easements. He also asked the court to order Sharon Beard to report the names and addresses of her siblings. This order has been sent to her email address. There is nothing holding us back on the water project. We must post a bond with the court in order to have the immediate occupancy. He will be taking that check and paperwork to the courthouse tomorrow.

b. Irrigation system

L&R machined an O-ring in the upper bearing and the well has been working great ever since. It is feeding the irrigation system along with the golf course well. Foreman Stewart reported it seems to be working fine.

c. Splash pad

No update.

d. HB 31 – Water Supply and Surplus Water Amendments 4:24

Attorney Kanell asked if the Utah Leagues of Cities and Towns had responded. Administrator Bealer replied that they have not responded.

He reviewed the election and explained that changing the constitution doesn't really change things for the municipalities. This may be why there is not a big push to get information out. He doesn't see any reason to make a big push either, just wait to see where the election goes.

Ordinance and Resolutions

a. Ordinance 3-2020 "Purchasing Policy"

The council suggestions from the September 2020 meeting have been placed in the document.

- **MOTION:** Council Member Russell Smith moved to adopt Ordinance 3-2020 "Purchasing Policy". Motion was seconded by Council Member Scott Symond. Roll Call votes were as follows: Council Member Scott Symond – aye, Shane Yardley – aye, Ian Spaulding – aye, Russell Smith – aye, and Les Whitney – aye. Motion carried.

Staff and Council Reports

Staff Member Reports and Comments

Leo Kanell ~ City Attorney

- No report or comment.

Makayla Bealer ~ City Administrator

- Cameras will be installed on October 9th.
- Straight Stripe applied the final painting on the runway at Airport.
- Mel Clark to do their punch list followed by final walk through with Armstrong Consultants.
- Senior Citizen Remediation – Rollins has taken care of few minor repairs to building.
- Letter on Affordable Housing – Beaver Housing Authority has applied for tax credits. They are looking at property they currently own in Sunnyside Subdivision and Horn Silver Subdivision.

Monica Seifers ~ City Recorder

- No reports or comments.

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

- The golf course looks great, it is the best he has seen it maintained and appreciates the concerted efforts of the crew and manager in taking care of the grounds.
- Requested an opportunity to go over policies with staff.

Council Member Scott Symond

- Tourism board – interesting that there is only one person from Milford involved. There is a lot of funding available and we have no business involvement on the west side. Mayor Pro Tem Whitney advised that business owners do not want to be involved because of how the board has been ran in the past. Council Member Symond would like to discuss it more and get a better understanding with hopes of getting more business owners in Milford involved.

Council Member Les Whitney

- No reports or comments

Council Member Shane Yardley No reports or comments.

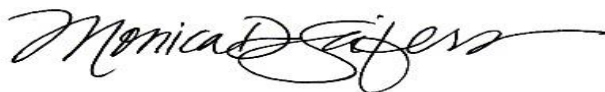
- No report or comments

Mayor Davis

- Not in attendance

Meeting Adjournment ~ *as there was no further business the meeting adjourned at 4:32 PM.*

APPROVED by City Council the 17th day of November, 2020.

A handwritten signature in black ink, appearing to read "Monica D. Seifers", with a long horizontal flourish extending to the right.

MONICA D. SEIFERS, City Recorder