Levan Town

20 North Main * PO Box 40
Levan, UT 84639
Phone (435) 623-1959
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Minutes
Levan Town Council Meeting
November 11, 2020
7:00 P.M.

1. **Opening ceremonies:**
   The meeting was called to order at 7:00 PM by Mayor Corey Christensen. All present were welcomed. The meeting was held in the multipurpose room to accommodate social distancing. The invocation was offered by Mayor Corey Christensen. The Pledge of Allegiance was led by Councilmember Taryn Brooks.

   Town Officials present: Mayor Corey Christensen and Councilmembers Ray Evans and Taryn Brooks.
   Town Staff present: Elizabeth Hone, Town Clerk.

   Others present: Rebecca Dopp (Times-News)

2. **Discussion Items:**

   a. Greg Ogden, Auditor, came to the town council meeting and gave the 2020 Audit Report. He reviewed things with the council and summarized the town's financial position saying that things looked very good. Nothing at present indicated that rates needed to be raised immediately, but to watch the trends in the utilities departments. If declines continued, this may indicate a need to look at raising rates. Mr. Ogden said that the town clerk and treasurer and council had done a great job this year, noting that there had been only one audit finding. This was a new report to the state auditor, the Fraud Risk assessment, that was not filed on time. This was currently being prepared and would be submitted by the end of the year.

3. **Action Items:**

   a. The clerk informed the council that there were some trainings they needed to complete for the new fraud risk assessment. Instructions that outlined what trainings needed to be taken and where to find them on-line were handed out. The clerk asked that they check off the trainings as they completed them and then return the list to her so that the fraud risk assessment could be

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completed and submitted to the state auditor. Mayor Christensen and Elizabeth Hone (Town Clerk) to make sure absentee council members Bruce Rowley and Jesse Richmond were informed of this.

b. 2021 Meeting Dates:
The dates for the Town Council and Planning Commission meetings were presented. Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to approve the dates for the 2021 meetings. All council members present were in favor. The dates were approved.

c. CARES Grant projects:
The projects being considered for the CARES Grant money are:
- GIS mapping of the utility systems and the roads
- Heating/Cooling system in the town hall
- Bathroom remodel in the town hall
- Website upgrade and integration

4. Mayor/Council Member/Department/Committee Reports:

a. Mayor/Council Members:
Councilmember Taryn Brooks reported that the park committee had met to discuss projects that could be considered for a CDBG grant. They were thinking about a wall that could be put up on the east side of the park to provide protection to the park and also serve as a sound barrier from the highway noises. She would have information to present to the council at the next meeting.

b. Planning Commission:
None

c. Committee:
None

d. Other:
None

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5. **Council Business:**
   a. **Approval of Minutes – October 14, 2020 – Regular Session:** Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to approve the regular session minutes dated October 14, 2020. All council members present were in favor. Motion carried.

   b. **Approval of Claims**
   Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to approve the Claims dated 10/01/2020 to 10/31/2020. All council members present were in favor. Motion carried.

   c. **Approval of Payroll Comparison Report**
   Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to approve the Payroll Comparison Report dated 9/01/2020 to 10/31/2020. All council members present were in favor. Motion carried.

   d. **Approval of Final Cash Receipts Report**
   Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to approve the Cash Receipts Report dated 9/01/2020 to 9/30/2020. All council members present were in favor. Motion carried.

   e. **Review of Tentative Cash Receipts Report**
   The council reviewed the Cash Receipts Report dated 10/01/2020 to 10/31/2020.

   f. **Budget Report Review**
   The council reviewed the budget report for 7/01/2020 to 10/31/2020.

6. **Adjourn:** Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to adjourn. All council members present were in favor. The meeting adjourned at 7:18 PM.

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Elizabeth Hone, Town Clerk