



**EPHRAIM CITY COUNCIL
WORK MEETING AGENDA
Council Chambers – Ephraim City Hall
5 South Main, Ephraim, Utah
Wednesday, December 16, 2020
5:30 PM**

Today's meeting will be held in person in the Council Chambers and is open to the public. Members of the press and public are also invited to view this meeting live with Zoom.

To participate in the public comment period or any scheduled public hearings, please email leighann.warnock@ephraimcity.org before 3:00 PM on the day of the meeting.

Join Zoom Meeting 6:00 P.M.

<https://us02web.zoom.us/j/89041425008?pwd=dDlXZkVFU3NSZzUyMkNReXVRNzJWdz09>

CALL TO ORDER

ROLL CALL

I. DISCUSSION AGENDA A. Agenda Review

ADJOURNMENT

In Accordance with the Americans with Disabilities Act (ADA) this facility is wheelchair accessible and handicap parking is available. Request for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact the city office at 283-4631 for information or assistance.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder / Authorized Agent, does hereby certify that the above notice and agenda was posted this 15th day of December, 2020. A copy was also provided to the local media and posted on the Utah State website.

LEIGH ANN WARNOCK
EPHRAIM CITY RECORDER



**EPHRAIM CITY COUNCIL
REGULAR MEETING AGENDA
Council Chambers – Ephraim City Hall
5 South Main, Ephraim, Utah
Wednesday, December 16, 2020
6:00 PM**

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CALL TO ORDER

OPENING CEREMONY

The Ephraim City Council invites any community organization, church, or individual resident to present a thought, reading, or invocation in the opening ceremony portion of the public meeting. Those wishing to participate in an Opening Ceremony should contact the City Recorder by the Friday morning preceding the meeting. City Council meetings are held the first and third Wednesdays of each month.

ROLL CALL

PUBLIC COMMENT

Members of the public may address the City Council on matters not listed on the agenda. Those interested should fill out a public comments form to be given to the Mayor prior to the meeting. Each individual will have five minutes to address the Council and may submit documents outlining their issue. The Council cannot take legal action on public comment at this time. At the conclusion of each public comment, the Council may respond to criticism made by those who have addressed them, may ask staff to review a matter or may ask that a matter be placed on a future agenda. All City Council meetings are recorded.

I. MOTION AGENDA	PAGE
A. Approval of Warrant Register	
1. Approval of the December 15, 2020 Warrant Register.	9
B. Approval of the Minutes of the following City Council Meetings:	
1. November 18, 2020 Work Meeting and Regular City Council Meeting.	17
2. December 4, 2020 Work Meeting and Regular City Council Meeting.	23
C. Rezone: Kevin Christensen	30
Discussion and possible final approval of the proposed amendment to the zoning map of Ephraim City to change the zoning of property located at approximately 526 E 100 S from R1 to R4. (Bryan Kimball)	
D. Final Subdivision Approval: Camino Verde Group	32
Gary Anderson/Camino Verde Group - Final review and possible final approval of The Estates at Ephraim Crossing phase 1, consisting of a 22 lot Subdivision at approximately 250 West 400 South.	
E. Six County Pre-Disaster Hazard Mitigation Plan	33
Discussion and possible approval of the proposed Six County Pre-Disaster Mitigation Plan. (Bryan Kimball)	
F. ADA Reasonable Accommodation Policy	36
Approval and adoption of Section 504, an ADA Reasonable accommodation Policy. (Michael Patton)	
G. Grievance Procedure	39
Adoption of Ephraim City Grievance Procedure under the Americans with Disabilities Act. (Michael Patton)	
H. Effective Communication Policy	40
Adoption of Section 504, an ADA Effective Communication Policy. (Michael Patton)	
I. Language Access Plan	42
Adoption of the Ephraim City Language Access Plan. (Michael Patton)	
II. APPOINTMENTS AND COUNCIL REPORTS	
Discussion and possible action on the following items:	
A. Appointments	
B. Council Reports	

1. City Council may report on meetings/events attended and issues discussed in meetings/events attended by a Councilmember in their official capacity as the City's representative.
2. City Council questions regarding the update must be limited solely for clarification purposes. If further discussion is warranted, the issue will be added to a future agenda for a detailed briefing.
3. City Council report of upcoming meetings.
4. City Council request for agenda items to be placed on future Council Meeting agendas.

IV. DEPARTMENT REPORTS

Department Heads and Administration have an opportunity to report.

V. CITY MANAGER REPORT

This is the City Manager's opportunity to give notice to the City Council of current events impacting the City. Comments are intended to be informational only and no discussion, deliberation or decision will occur on this item.

VI. CLOSED SESSION

The Council may vote to discuss certain matters in Closed Session pursuant to Utah Code annotated 52-4-5 and will determine if any action should be taken from items discussed during the Closed Session at that time.

ADJOURNMENT

From time to time, matters are discussed by the City Council that do not appear on the posted agenda. Items that require/request action taken by the City Council will appear in the posted agenda. Submitted Action Items for the Council agenda must be received by the City Recorder's office by the Friday prior to the Council meeting and should be accompanied by any and all supporting written documentation. Without such documentation, the recorder reserves the right to postpone the hearing of any item until such documentation has been submitted.

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LEIGH ANN WARNOCK,
EPHRAIM CITY RECORDER

EPHRAIM CITY CORPORATION

Payment Approval Report
Report dates: 12/2/2020-12/15/2020Page: 1
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Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ALSCO							
325	ALSCO	2420207	GEN GOVT-CITY HALL MATS	12/10/2020	65.35	.00	
325	ALSCO	2420207	LIBRARY-CLEANING CLOTHS	12/10/2020	16.09	.00	
325	ALSCO	2420210	LIBRARY-MATS-DEC	12/10/2020	70.83	.00	
Total ALSCO:					152.27	.00	
ARNOLDSEN, JULI							
11946	ARNOLDSEN, JULI	2012	EYCC-REIMB EXP-CHRISTMAS	12/09/2020	81.02	81.02	12/10/2020
Total ARNOLDSEN, JULI:					81.02	81.02	
BSN SPORTS							
13580	BSN SPORTS	910926943	REC-DEPT SUPP-BALL LOCKER	12/02/2020	500.00	.00	
Total BSN SPORTS:					500.00	.00	
CALL, COY							
15577	CALL, COY	2012	ELECTRIC-UTIL DEP REFUND	12/14/2020	120.00	.00	
15577	CALL, COY	2012	PROCESSING FEE-REFUND	12/14/2020	20.00	.00	
Total CALL, COY:					140.00	.00	
CARLSON SALES METERING SOLUTIO, LLC							
15245	CARLSON SALES METERING S	CSM-4582-2	POWER-CAP OUTLAY-METERS	11/16/2020	7,092.00	.00	
Total CARLSON SALES METERING SOLUTIO, LLC:					7,092.00	.00	
CASELLE, INC							
1365	CASELLE, INC	106008	GEN GOVT-SOFT SUPP-JAN	12/01/2020	1,774.00	.00	
Total CASELLE, INC:					1,774.00	.00	
CENTRAL UTAH PUBLIC HEALTH DEPT							
13509	CENTRAL UTAH PUBLIC HEALT	2011	WATER-WATER QUALITY TEST	11/30/2020	140.00	.00	
Total CENTRAL UTAH PUBLIC HEALTH DEPT:					140.00	.00	
CHRISTIENSEN, TIFFANY							
12265	CHRISTIENSEN, TIFFANY	2012	ELECTRIC-OVERPAYMENT	12/10/2020	133.49	.00	
Total CHRISTIENSEN, TIFFANY:					133.49	.00	
CIVICPLUS							
14487	CIVICPLUS	207137	GEN GOVT-BANNER DESIGN	11/30/2020	1,841.00	.00	
Total CIVICPLUS:					1,841.00	.00	
CODALE ELECTRIC SUPPLY, INC							
1715	CODALE ELECTRIC SUPPLY, IN	S7253437.001	POWER-BLDG SUPPLY & MAIN	12/01/2020	1,060.56	.00	
1715	CODALE ELECTRIC SUPPLY, IN	S7257309.001	POWER-DEPT SUPP-CHRISTM	11/25/2020	80.00	.00	

EPHRAIM CITY CORPORATION

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CODALE ELECTRIC SUPPLY, INC:					1,140.56	.00	
CREATIVE PRODUCT SOURCING, INC							
11622	CREATIVE PRODUCT SOURCIN	136397	POLICE-DARE SUPPLIES	12/08/2020	114.11	.00	
Total CREATIVE PRODUCT SOURCING, INC:					114.11	.00	
DATA CENTER LLC, THE							
12498	DATA CENTER LLC, THE	53101	FINANCE-PRINTING-DEC	12/08/2020	603.47	.00	
Total DATA CENTER LLC, THE:					603.47	.00	
DAVID J. ANGERHOFER, P.C.							
14523	DAVID J. ANGERHOFER, P.C.	2011	COURT-PROF SERV-PUB DEF-N	12/05/2020	170.00	.00	
Total DAVID J. ANGERHOFER, P.C.:					170.00	.00	
DESERET LANDSCAPE & PROPERTY MAINTENANCE							
15576	DESERET LANDSCAPE & PROP	1346	POWER-TOP TREES POWER S	11/25/2020	900.00	.00	
Total DESERET LANDSCAPE & PROPERTY MAINTENANCE:					900.00	.00	
EPHRAIM AUTO PARTS-NAPA							
2660	EPHRAIM AUTO PARTS-NAPA	2012B	STREETS-AUTO PARTS	12/14/2020	20.52	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2012B	WATER-AUTO PARTS	12/14/2020	20.52	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2012B	SEWER-AUTO PARTS	12/14/2020	20.52	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2012B	POWER-AUTO PARTS	12/14/2020	30.80	.00	
2660	EPHRAIM AUTO PARTS-NAPA	2012B	POLICE-AUTO PARTS	12/14/2020	10.26	.00	
Total EPHRAIM AUTO PARTS-NAPA:					102.62	.00	
EPHRAIM CITY CORP.							
2670	EPHRAIM CITY CORP.	2011A	UTIL-AIRPORT-AWOS-6312001	12/04/2020	8.45	8.45	12/04/2020
2670	EPHRAIM CITY CORP.	2011B	UTIL-AIRPORT-N HANGAR-5228	12/04/2020	26.36	26.36	12/04/2020
2670	EPHRAIM CITY CORP.	2011C	UTIL-AIRPORT-SO-5226001	12/04/2020	93.20	93.20	12/04/2020
2670	EPHRAIM CITY CORP.	2011D	UTIL-AIRPORT-LOUNGE-522400	12/04/2020	58.94	58.94	12/04/2020
2670	EPHRAIM CITY CORP.	2011E	ECHA-HC #3-UTILITIES	12/04/2020	6.04	6.04	12/04/2020
2670	EPHRAIM CITY CORP.	2012 #3	ECHA-HC #3-LAND USE, IMPAC	12/11/2020	8,349.00	8,349.00	12/11/2020
2670	EPHRAIM CITY CORP.	2012 BLACK P	ECHA-BLACK PROP-LAND USE,	12/11/2020	8,349.00	8,349.00	12/11/2020
Total EPHRAIM CITY CORP.:					16,890.99	16,890.99	
EPHRAIM TIRE PROS & SERVICE							
14029	EPHRAIM TIRE PROS & SERVIC	0088158	FIRE-BATTERY CHARGER	11/19/2020	180.34	.00	
Total EPHRAIM TIRE PROS & SERVICE:					180.34	.00	
FEATHERS, ASHLEY							
15583	FEATHERS, ASHLEY	2012	ELECTRIC-UTIL DEP REFUND	12/15/2020	120.00	.00	
Total FEATHERS, ASHLEY:					120.00	.00	
FERGUSON GROUP, THE							
14298	FERGUSON GROUP, THE	1120528	ADMIN-PROF SERV	11/30/2020	71.08	.00	
Total FERGUSON GROUP, THE:					71.08	.00	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
FIRESTORM PYROTECHNICS, INC.							
14478	FIRESTORM PYROTECHNICS, I	20440	NON DEPT-FIREWORKS-CHRIS	12/03/2020	6,500.00	.00	
Total FIRESTORM PYROTECHNICS, INC.:					6,500.00	.00	
FRANSON CIVIL ENGINEERS INC.							
13649	FRANSON CIVIL ENGINEERS IN	06973	WATER-NEW CITY WELL-SOUT	10/15/2020	18,898.16	.00	
13649	FRANSON CIVIL ENGINEERS IN	07032	WATER-NEW CITY WELL-SOUT	12/08/2020	12,364.48	.00	
Total FRANSON CIVIL ENGINEERS INC.:					31,262.64	.00	
GARDNER MEDIA, LLC							
3065	GARDNER MEDIA, LLC	08-4146	LIBRARY-BOOKS	09/15/2020	104.94	.00	
3065	GARDNER MEDIA, LLC	08-4146 A	LIBRARY-BOOKS	09/15/2020	96.94	.00	
3065	GARDNER MEDIA, LLC	08-4146 B	LIBRARY-BOOKS	09/15/2020	201.93	.00	
Total GARDNER MEDIA, LLC:					403.81	.00	
HARMAN, JESSICA							
15306	HARMAN, JESSICA	2012	COURT-RESTIT-R CHRISTENSE	12/03/2020	50.00	.00	
Total HARMAN, JESSICA:					50.00	.00	
HATCH, TYLER STEVEN							
15582	HATCH, TYLER STEVEN	2012	ELECTRIC-UTIL DEP REFUND	12/15/2020	115.92	.00	
Total HATCH, TYLER STEVEN:					115.92	.00	
HERMANSEN'S COMPANY INC.							
3550	HERMANSEN'S COMPANY INC.	2011	POWER-EQUIP SUPPLIES	11/30/2020	430.27	.00	
3550	HERMANSEN'S COMPANY INC.	2011	STREETS-EQUIP SUPP & MAIN	11/30/2020	118.96	.00	
3550	HERMANSEN'S COMPANY INC.	2011	WATER-EQUIP SUPPLIES	11/30/2020	118.96	.00	
3550	HERMANSEN'S COMPANY INC.	2011	SEWER-EQUIP SUPP & MAINT	11/30/2020	118.95	.00	
3550	HERMANSEN'S COMPANY INC.	2011	POLICE-EQUIP SUPP & MAINT	11/30/2020	7.98	.00	
3550	HERMANSEN'S COMPANY INC.	2011	PIONEER HOUSE PROJECT	11/30/2020	13.54	.00	
Total HERMANSEN'S COMPANY INC.:					808.66	.00	
I-FOUR MEDIA LLC							
3810	I-FOUR MEDIA LLC	22150	ADMIN-VEHICLE DECALS-TAHO	12/11/2020	57.78	.00	
Total I-FOUR MEDIA LLC:					57.78	.00	
INTERMOUNTAIN FARMERS ASSOC							
3910	INTERMOUNTAIN FARMERS AS	1014492141	POLICE-ANIMAL CONTROL-DO	11/24/2020	41.94	.00	
3910	INTERMOUNTAIN FARMERS AS	1014520254	CEMETERY-GROUNDS MAINT-	12/01/2020	23.99	.00	
Total INTERMOUNTAIN FARMERS ASSOC:					65.93	.00	
JOHNSON CONTROLS FIRE PROTECTION LP							
7695	JOHNSON CONTROLS FIRE PR	22012442	ALARM SYST MAINT-CITY BLDG	12/02/2020	49.06	.00	
7695	JOHNSON CONTROLS FIRE PR	22012502	ALARM SYS-PUB SFTY BLDG-J	12/02/2020	49.06	.00	
Total JOHNSON CONTROLS FIRE PROTECTION LP:					98.12	.00	
JORDAN, KENDALL							
15581	JORDAN, KENDALL	2012	ELECTRIC-UTIL DEP REFUND	12/15/2020	110.68	.00	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total JORDAN, KENDALL:					110.68	.00	
LARSON & COMPANY, PC							
4725	LARSON & COMPANY, PC	22446643	FINANCE-AUDIT	12/03/2020	19,800.00	.00	
Total LARSON & COMPANY, PC:					19,800.00	.00	
LUND, KARL							
5005	LUND, KARL	2012	COURT-RESTIT-A NEILSON-181	12/03/2020	100.00	.00	
Total LUND, KARL:					100.00	.00	
MANTI TELEPHONE COMPANY							
5165	MANTI TELEPHONE COMPANY	2011	GEN GOVT-PHONE	12/01/2020	1,545.72	1,545.72	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	POWER-PHONE	12/01/2020	218.34	218.34	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	SEWER-PHONE	12/01/2020	92.87	92.87	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	LIBRARY-PHONE	12/01/2020	167.83	167.83	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	FIRE-PHONE	12/01/2020	50.23	50.23	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	POLICE-PHONES	12/01/2020	107.89	107.89	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	AIRPORT-PHONE	12/01/2020	140.72	140.72	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	WATER-WELL PHONE	12/01/2020	92.97	92.97	12/04/2020
5165	MANTI TELEPHONE COMPANY	2011	POWER-SCADA	12/01/2020	1,392.27	1,392.27	12/04/2020
Total MANTI TELEPHONE COMPANY:					3,808.84	3,808.84	
MITCHELL, ANDREW							
11375	MITCHELL, ANDREW	2012	ELECTRIC-UTILITY DEPOSIT R	12/15/2020	87.14	.00	
Total MITCHELL, ANDREW:					87.14	.00	
MOUNTAINLAND SUPPLY, LLC							
5640	MOUNTAINLAND SUPPLY, LLC	S103860730.0	WATER-DEPT SUPP-FOAM MET	12/02/2020	704.75	.00	
Total MOUNTAINLAND SUPPLY, LLC:					704.75	.00	
OFFICE DEPOT							
5990	OFFICE DEPOT	140686383001	LIBRARY-BANK BAGS	12/02/2020	13.89	.00	
Total OFFICE DEPOT:					13.89	.00	
PENWORTHY COMPANY LLC, THE							
6335	PENWORTHY COMPANY LLC, T	0566571-IN	LIBRARY-BOOKS	10/19/2020	167.89	.00	
Total PENWORTHY COMPANY LLC, THE:					167.89	.00	
QUEST FINANCIAL SERVICES, INC.							
6740	QUEST FINANCIAL SERVICES, I	2011	FINANCE-CITY ACCOUNTING	12/03/2020	4,005.00	.00	
Total QUEST FINANCIAL SERVICES, INC.:					4,005.00	.00	
RELIABLENETWORKS							
15162	RELIABLENETWORKS	17719	GEN GOVT-BACKUP SYSTEM-D	12/10/2020	128.00	.00	
Total RELIABLENETWORKS:					128.00	.00	
RICKETTS, AMBER							
15579	RICKETTS, AMBER	2012	ELECTRIC-UTIL DEP REFUND	12/15/2020	94.85	.00	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total RICKETTS, AMBER:					94.85	.00	
SANPETE COUNTY BROADCASTING							
4495	SANPETE COUNTY BROADCASTING	18107-1	NON DEPT-LIGHT PARADE	11/30/2020	300.00	.00	
Total SANPETE COUNTY BROADCASTING:					300.00	.00	
SANPETE MESSENGER							
7415	SANPETE MESSENGER	43635	ADMIN-PUB NOT-HOLIDAY MAG	12/04/2020	225.00	.00	
7415	SANPETE MESSENGER	6007595	COMM DEVT-PUB NOT-ZONING	11/12/2020	48.00	.00	
7415	SANPETE MESSENGER	6007622	COMM DEVT-PUB NOT-REVISE	12/02/2020	48.00	.00	
Total SANPETE MESSENGER:					321.00	.00	
SCHANTA, CAROLYN							
15578	SCHANTA, CAROLYN	2012	REC-BASKETBALL REFUND	12/15/2020	30.65	.00	
Total SCHANTA, CAROLYN:					30.65	.00	
SCHOLZEN PRODUCTS CO INC							
7505	SCHOLZEN PRODUCTS CO INC	6521599-00	WATER-METER UPGRADE	11/23/2020	3,168.12	.00	
7505	SCHOLZEN PRODUCTS CO INC	6525162-00	WATER-METER UPGRADE	12/07/2020	82.88	.00	
Total SCHOLZEN PRODUCTS CO INC:					3,251.00	.00	
SERVER SUPPLY.COM, INC							
15562	SERVER SUPPLY.COM, INC	3673132	GEN GOVT-HARDWARE-NETW Network Switches	11/01/2020	4,013.10	.00	
Total SERVER SUPPLY.COM, INC:					4,013.10	.00	
SMITH HARTVIGSEN, PLLC							
13611	SMITH HARTVIGSEN, PLLC	47962	WATER-PROF SERV-WINDY ME Windy Meadows	11/30/2020	47.00	.00	
Total SMITH HARTVIGSEN, PLLC:					47.00	.00	
SOAPCREEK COMPANY							
15580	SOAPCREEK COMPANY	2012	ELECTRIC-UTIL DEP REFUND	12/15/2020	215.45	.00	
Total SOAPCREEK COMPANY:					215.45	.00	
SOUTH SANPETE SCHOOL DISTRICT							
12790	SOUTH SANPETE SCHOOL DIS	21-1002	CARES-EES AND EMS-REIMB C	12/09/2020	21,126.09	.00	
12790	SOUTH SANPETE SCHOOL DIS	21-1004	CARES-MHS-REIMB COVID EXP	12/11/2020	40,519.36	.00	
Total SOUTH SANPETE SCHOOL DISTRICT:					61,645.45	.00	
SOUTHWEST PLUMBING SUPPLY							
7990	SOUTHWEST PLUMBING SUPP	S3729784.001	CEMETERY-GROUNDS MAINT	11/06/2020	4.67	.00	
7990	SOUTHWEST PLUMBING SUPP	S3737405.001	WATER-DEPT SUPP-PVC	11/17/2020	1.24	.00	
7990	SOUTHWEST PLUMBING SUPP	S3754633.001	WATER-DEPT SUPP-CITY YARD	12/07/2020	112.91	.00	
Total SOUTHWEST PLUMBING SUPPLY:					118.82	.00	
STATE OF UTAH-HEAT PROGRAM							
13670	STATE OF UTAH-HEAT PROGRA	2012	HEAT REFUND-ASHLEY FEATH	12/15/2020	18.07	.00	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total STATE OF UTAH-HEAT PROGRAM:					18.07	.00	
STUART C IRBY CO							
14712	STUART C IRBY CO	S012123243.0	POWER-DEPT SUPP-1/0 CIC	11/02/2020	11,900.00	.00	
14712	STUART C IRBY CO	S012123243.0	POWER-DEPT SUPP-1/0 CIC	11/10/2020	5,450.00	.00	
Total STUART C IRBY CO:					17,350.00	.00	
TASTE OF HOME-TRUSTED MEDIA BRANDS							
8470	TASTE OF HOME-TRUSTED ME	1086	LIBRARY- HOLIDAYS AND CELE	09/17/2020	38.37	.00	
Total TASTE OF HOME-TRUSTED MEDIA BRANDS:					38.37	.00	
TIMVIEW ANALYTICAL LAB							
8750	TIMVIEW ANALYTICAL LAB	20J1015	WATER-QUALITY TESTING	12/04/2020	265.00	.00	
Total TIMVIEW ANALYTICAL LAB:					265.00	.00	
TRI-TECH FORENSICS							
15286	TRI-TECH FORENSICS	368656	POLICE-TOXICOLOGY KITS	12/15/2020	105.60	.00	
Total TRI-TECH FORENSICS:					105.60	.00	
UPS							
12658	UPS	104AX7490A	POWER-SHIPPING-ALTERNATIV	12/05/2020	13.64	13.64	12/11/2020
Total UPS:					13.64	13.64	
USDA FOREST SERVICE							
9050	USDA FOREST SERVICE	BF041001AB0	WATER-TRANS PIPELINE	11/25/2020	1,999.28	.00	
9050	USDA FOREST SERVICE	BF041001AB2	WATER-TRANS PIPELINE-COTT	11/25/2020	298.14	.00	
Total USDA FOREST SERVICE:					2,297.42	.00	
UTAH STATE DIVISION OF FINANCE							
8175	UTAH STATE DIVISION OF FINA	2012A	LOAN #M0509-AMBULANCE BL	12/10/2020	6,000.00	.00	
8175	UTAH STATE DIVISION OF FINA	2012B	LOAN #: 3S251-WATER-NEW LO	12/10/2020	52,000.00	.00	
8175	UTAH STATE DIVISION OF FINA	2012C	LOAN #: 3S251-WATER-NEW LO	12/10/2020	5,850.00	.00	
8175	UTAH STATE DIVISION OF FINA	2012D	LOAN #:B0705B, SERIES 2007,	12/10/2020	12,000.00	.00	
8175	UTAH STATE DIVISION OF FINA	2012E	LOAN #:B0705B, SERIES 2007, I	12/10/2020	4,475.00	.00	
Total UTAH STATE DIVISION OF FINANCE:					80,325.00	.00	
UTAH STATE TREASURER							
9335	UTAH STATE TREASURER	2011	COURT-STATE SURCHARGE	11/30/2020	3,046.15	.00	
Total UTAH STATE TREASURER:					3,046.15	.00	
WALMART COMMUNITY / GEMB							
9540	WALMART COMMUNITY / GEMB	2011	LEGIS-MISC	11/24/2020	28.57	28.57	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	ADMIN-OFFICE SUPP	11/24/2020	43.54	43.54	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	COMM DEVT-EQUIP	11/24/2020	64.00	64.00	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	COMMUNITY EVENTS	11/24/2020	38.64	38.64	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	RAP TAX EXPENSE-REFRESHM	11/24/2020	25.48	25.48	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	POLICE-DEPT SUPP	11/24/2020	29.48	29.48	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	REC-BASEBALL	11/24/2020	69.90	69.90	12/04/2020
9540	WALMART COMMUNITY / GEMB	2011	REC-DEPT SUPP	11/24/2020	22.76	22.76	12/04/2020

EPHRAIM CITY CORPORATION

Payment Approval Report
Report dates: 12/2/2020-12/15/2020Page: 7
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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
9540	WALMART COMMUNITY / GEMB	2011	POWER-EMP MTG	11/24/2020	21.22	21.22	12/04/2020
Total WALMART COMMUNITY / GEMB:					343.59	343.59	
WESTERN UNITED ELECTRIC SUPPLY CORP.							
14889	WESTERN UNITED ELECTRIC S	6023267	POWER-DEPT SUPP-CONDUIT	11/30/2020	239.81	.00	
Total WESTERN UNITED ELECTRIC SUPPLY CORP.:					239.81	.00	
WHEELER CAT							
9734	WHEELER CAT	PS001062563	WATER-VEHICLE PARTS	11/19/2020	30.11	.00	
9734	WHEELER CAT	PS001062563	STREETS-VEHICLE PARTS	11/19/2020	30.11	.00	
9734	WHEELER CAT	PS001062563	SEWER-VEHICLE PARTS	11/19/2020	30.12	.00	
9734	WHEELER CAT	PS001064631	WATER-VEHICLE PARTS	11/24/2020	80.80	.00	
9734	WHEELER CAT	PS001064631	SEWER-VEHICLE PARTS	11/24/2020	80.80	.00	
9734	WHEELER CAT	PS001064631	STREETS-VEHICLE PARTS	11/24/2020	80.08	.00	
Total WHEELER CAT:					332.02	.00	
ZEEMAN, COLBY R							
14814	ZEEMAN, COLBY R	2012	POLICE-COLD WEATHER OUT	12/10/2020	85.79	.00	
Total ZEEMAN, COLBY R:					85.79	.00	
ZIONS BANK - BANKCARD CENTER							
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-PROF SERV	11/25/2020	25.00	25.00	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-EQUIP SUPPLIES	11/25/2020	36.99	36.99	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-OFF SUPP	11/25/2020	246.54	246.54	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-DEPT SUPP	11/25/2020	119.56	119.56	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-POSTAGE	11/25/2020	55.00	55.00	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-WELLNESS	11/25/2020	168.47	168.47	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	ADMIN-EMP MTG	11/25/2020	15.99	15.99	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	GEN GOVT-HARDWARE	11/25/2020	539.95	539.95	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	GEN GOVT-BLDG SUPP & MAIN	11/25/2020	21.12	21.12	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POLICE-DEPT SUPP	11/25/2020	126.90	126.90	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POLICE-UNIFORMS	11/25/2020	444.26	444.26	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POLICE-OFF SUPP	11/25/2020	188.04	188.04	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POLICE-EQUIP SUPP & MAINT	11/25/2020	836.28	836.28	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POLICE-EMP MTG	11/25/2020	135.55	135.55	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POLICE-ANIMAL CONTROL	11/25/2020	92.90	92.90	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	FIRE-DEPT SUPP	11/25/2020	130.98	130.98	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	FIRE-EQUIP SUPP & MAINT	11/25/2020	219.00	219.00	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	STREETS-EQUIP SUPP & MAIN	11/25/2020	270.27	270.27	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	REC-SPORTS COMMISSION	11/25/2020	30.00	30.00	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	REC-FOOTBALL	11/25/2020	12.18	12.18	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	REC-BASEBALL	11/25/2020	4,898.60	4,898.60	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	REC-BASKETBALL	11/25/2020	2,405.99	2,405.99	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	REC-SOCCER	11/25/2020	12.18	12.18	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	AIRPORT-PROF SERV	11/25/2020	150.00	150.00	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	COMM DEVT-POSTAGE	11/25/2020	84.30	84.30	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	WATER-DEPT SUPP	11/25/2020	33.87	33.87	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	WATER-EQUIP SUPP & MAINT	11/25/2020	270.27	270.27	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	SEWER-EQUIP SUPP & MAINT	11/25/2020	270.28	270.28	12/04/2020
9942	ZIONS BANK - BANKCARD CEN	2011	POWER-MEETING	11/25/2020	87.82	87.82	12/04/2020
Total ZIONS BANK - BANKCARD CENTER:					11,928.29	11,928.29	

EPHRAIM CITY CORPORATION

Payment Approval Report
Report dates: 12/2/2020-12/15/2020Page: 8
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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Grand Totals:					286,862.07	33,066.37	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

WORK MEETING MINUTES CITY COUNCIL

CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
5 SOUTH MAIN, EPHRAIM, UTAH
WEDNESDAY, NOVEMBER 18, 2020
5:30 PM

CALL TO ORDER

The Ephraim City Council convened in a work meeting on Wednesday, November 18, 2020, in the City Council Room. Mayor Scott called the meeting to order at 5:30 p.m.

ROLL CALL

MEMBERS PRESENT

John Scott, Mayor
Margie Anderson, Mayor Pro Tem
Tyler Alder
Alma Lund
Greg Boothe
Richard Wheeler

STAFF PRESENT

Shaun Kjar, City Manager
Brian Page, City Attorney
Leigh Ann Warnock, City Recorder
Bryan Kimball, Community Dev.
Jeff Jensen, Public Works Director

AGENDA REVIEW

Rezone: Camino Verde Group

Phase I is designed for 22 lots. The property is currently zoned RA and Industrial, and they applied for a change to R2. Lot sizes range to 1/5 acre to 1/2 acre. The change from RA to R2 would allow 8,000 square foot lots. Most would be larger than that. The application was for R2 rather than R1 to match the General Plan for future development. The Industrial zoning will change to C2 to allow apartments. Planning Commission recommended the rezone.

Subdivision Approval

A Public Hearing has been held; only one concern was voiced which was directed toward traffic on the narrow road. Alternate access points are available currently on two different routes. Staff will review widening the driveway approach to be similar to a City street. Planning Commission recommended the preliminary subdivision approval.

Sewer Extension: Brent Peterson

No sewer service is currently available on 400 E at this time. Mr. Peterson would like to have it extended to his property and has asked for assistance. A few years ago, issues were experienced with septic tanks in the cul de sac. The City looked at installing a sewer line at that time but was not able to obtain easements from property owners, who then put new septic systems in themselves. Brent reminded the Planning Commission that the City had offered to do it before and asked if the City would be willing to help pay for it now. Bryan pointed out

there was a need for the City to have it at that time, but since property owners put in new septic tanks, it is not a need for the City to have that sewer line now. Planning Commission recommended entering into a Pioneering Agreement with Mr. Peterson, but did not support cost-sharing. A standard Pioneering Agreement would run for 10 years which could be extended by the Council at their discretion.

Jeff Jensen expressed his opinion that a Pioneering Agreement would be the best way to go. He was concerned with setting precedent for future builders.

ADJOURN

There being no further discussion, Councilmember Alder moved the work meeting adjourn. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.

MINUTES APPROVED:

John Scott, Mayor

Date

ATTEST:

Leigh Ann Warnock, City Recorder

Date

MINUTES
REGULAR CITY COUNCIL MEETING
 CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
 5 SOUTH MAIN, EPHRAIM, UTAH
 WEDNESDAY, NOVEMBER 18, 2020
 6:00 PM

CALL TO ORDER

The Ephraim City Council convened in a Regular City Council Meeting on Wednesday, November 18, 2020, in the City Council Room. Mayor Scott called the meeting to order at 6:00 p.m.

OPENING CEREMONY

At the invitation of the Mayor, Councilmember Anderson offered an invocation. Richard Wheeler led the audience in the Pledge of Allegiance.

ROLL CALL

MEMBERS PRESENT

John Scott, Mayor
 Margie Anderson, Mayor Pro Tem
 Tyler Alder
 Alma Lund
 Richard Wheeler
 Greg Boothe

STAFF PRESENT

Shaun Kjar, City Manager
 Brian Page, City Attorney
 Leigh Ann Warnock, City Recorder
 Bryan Kimball, Community Dev.
 Jeff Jensen, Public Works Director
 Cory Daniels, Power Director
 Devan Fowles, Planner

PUBLIC COMMENT

No public comment presented.

APPROVAL OF WARRANT REGISTER

The Council reviewed the Warrant Register of November 17, 2020.

Councilmember Alder moved to approve the November 17, 2020 Warrant Register as presented. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.

REZONE: GARY ANDERSON/CAMINO VERDE GROUP

The Camino Verde Group has requested a zone change to accommodate a future development of a 22-lot subdivision. The property is currently zoned RA and Industrial. The requested change is for R2 and C2 allowing for the subdivision, and apartments closer to the Industrial Park. A public hearing was held in the Planning Commission meeting last week. One concern voiced was potential increased traffic to the subdivision.

Councilmember Anderson moved to approve the requested zone change for property located at approximately 300 W 400 S by the Camino Verde Group from RA to R2 and from Industrial to C2. The motion was seconded by Councilmember Boothe. The vote was unanimous. The motion carried.

PRELIMINARY SUBDIVISION APPROVAL: CAMINO VERDE GROUP

Bryan Kimball reviewed the particulars of the subdivision. It will consist of 22 lots at approximately 250 W 400 S.

Councilmember Boothe moved to grant preliminary subdivision approval for the Estates at Ephraim Crossing Phase I. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.

REZONE: EPHRAIM CITY

Ephraim City would like a zone change at approximately 400 W 400 S from RA to Industrial to be used for the Industrial Park.

Councilmember Wheeler moved to approve the zone change to Ephraim City property located at approximately 400 W 400 S from RA to Industrial. The motion was seconded by Councilmember Boothe. The vote was unanimous. The motion carried.

SEWER EXTENSION: BRENT PETERSON

Jeff Jensen commented that Brent Peterson would like to extend a sewer line to his property at 335 N 400 E. In the past, the City was willing to extend the sewer line to the property due to septic system issues but could not obtain easements from the property owners. The plan was abandoned, and the property owners installed new septic tanks. Brent Peterson is hoping the City would consider a cost-share in the project since they were going to do it before and didn't. Staff and Utilities Board feel there is not a need for City to the sewer line extension at this time and does not favor a cost share. It was recommended the City enter into a Pioneering Agreement with Mr. Peterson.

Councilmember Lund moved to approve a sewer line extension under a 10-year Pioneering Agreement for Brent Peterson at his property located at 335 N 400 E. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.

APPOINTMENTS AND COUNCIL REPORTS**Tyler Alder**

Cemetery – Flags were put up at the cemetery.

Mayor Scott

Mayor's and Commissioner's Meeting – meetings have been canceled for the foreseeable future.

CARES Act Funding – The Ambulance Association will forego ordering an ambulance as planned, as they would not be able to obtain one by the deadline set by the State. Mayor Scott asked Senator Elect Owens to help out at the state level; he was sympathetic to our cause. We did approve CARES Act money to purchase another rapid response vehicle for the Ambulance Association. We applied for the second tranche and did not apply for the third.

CITY MANAGER REPORT

Turnouts - Fire Fighters have been fitted for new turnouts. They now have two sets in case they come into contact with COVID-19.

CARES Act Funding - We are working on reimbursement for CARES Act funding, trying to make sure all purchases are received by December 30th. There is a new deadline of November 30th to order for the second tranche of funding. We are grateful for it. We have hired a part-time employee to do extra sanitizing in the office and will be using CARES funding for that.

Office Closed – The office has been temporarily closed to keep people healthy as long as possible.

Stevens' Seed Company – Shaun toured the Stevens' Seed Company. It is an incredible state-of-the-art facility. They claim it is a zero-waste facility.

Sewer Pipe – Crews have been cleaning and cameraing yesterday and today in preparation for the clay pipe sewer lining. We have opted not to do the entire East and West sides of Ephraim at this time. We will start with what is in the budget for this year and move forward later.

New Business - A hardware retail store will be coming in on Main Street. The zoning permit has been approved.

ADJOURNMENT

There being no further business to come before the Council for consideration, Councilmember Alder moved the Regular Council Meeting adjourn at 7:12 p.m. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.

The next regular City Council meeting is scheduled to be held on Wednesday, December 4, 2020, starting at 6:00 p.m. in the Ephraim City Council room.

MINUTES APPROVED:

John Scott, Mayor

Date

ATTEST:

Leigh Ann Warnock, City Recorder

Date

WORK MEETING MINUTES CITY COUNCIL

CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
5 SOUTH MAIN, EPHRAIM, UTAH
WEDNESDAY, DECEMBER 2, 2020
5:30 PM

CALL TO ORDER

The Ephraim City Council convened in a work meeting on Wednesday, December 2, 2020, in the City Council Room. Mayor Scott called the meeting to order at 5:30 p.m.

ROLL CALL

MEMBERS PRESENT

John Scott, Mayor
Margie Anderson, Mayor Pro Tem
Tyler Alder
Alma Lund
Greg Boothe
Richard Wheeler

STAFF PRESENT

Shaun Kjar, City Manager
Brian Page, City Attorney
Leigh Ann Warnock, City Recorder
Bryan Kimball, Community Dev.
Steve Widmer, Financial Director
Jeff Jensen, Public Works Director
Michael Patton, Rec Director

DISCUSSION AGENDA

Audit Report

John will review the audit report with the Council in the regular Council Meeting and go over the new State Fraud Protection Program.

Sewer Contract: Val Kotter Company

The Val Kotter Company will complete the sewer relining on Main Street. A proposal has been submitted. They are the only company in the state that does the work needed for this project. They hope to start on Monday and need approval to move forward.

UDOT Cooperative Agreement

In the Regular Council Meeting, the Council will discuss a Cooperative Agreement with UDOT for Technical Planning Assistance Program funds for intersection lights. Shaun expressed an interest in obtaining some vehicle and pedestrian counters to help us qualify and make informed decisions.

ADJOURN

There being no further discussion, Councilmember Alder moved the work meeting adjourn. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.

MINUTES APPROVED:

John Scott, Mayor

Date**ATTEST:**

Leigh Ann Warnock, City Recorder

Date

MINUTES
REGULAR CITY COUNCIL MEETING
 CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
 5 SOUTH MAIN, EPHRAIM, UTAH
WEDNESDAY, DECEMBER 2, 2020
6:00 PM

CALL TO ORDER

The Ephraim City Council convened in a Regular City Council Meeting on Wednesday, December 2, 2020, in the City Council Room. Mayor Scott called the meeting to order at 6:00 p.m.

OPENING CEREMONY

At the invitation of the Mayor, Leigh Ann Warnock offered an invocation. Bryan Kimball led the audience in the Pledge of Allegiance.

ROLL CALL

MEMBERS PRESENT

John Scott, Mayor
 Margie Anderson, Mayor Pro Tem
 Tyler Alder
 Alma Lund
 Greg Boothe
 Richard Wheeler

STAFF PRESENT

Shaun Kjar, City Manager
 Brian Page, City Attorney
 Leigh Ann Warnock, City Recorder
 Bryan Kimball, Community Dev.
 Devan Fowles, Planner
 Steve Widmer, Finance Director
 Jeff Jensen, Public Works Director
 Cory Daniels, Power Director
 Aaron Broomhead, Public Safety
 Michael Patton, Rec Director

PUBLIC COMMENT

No public comment presented.

APPROVAL OF WARRANT REGISTER

The Council reviewed the Warrant Register of December 1, 2020.

Councilmember Boothe moved to approve the December 1, 2020 Warrant Register as presented. The motion was seconded by Councilmember Lund. The vote was unanimous. The motion carried.

APPROVAL OF MINUTES

The Council reviewed the minutes of the November 4, 2020 Work Meeting and Regular City Council Meetings.

Councilmember Anderson moved to approve the November 4, 2020 Council Work Meeting and Regular City Council Meeting Minutes as presented. The motion was seconded by Councilmember Boothe. The vote was unanimous. The motion carried.

EPHRAIM AUDIT REPORT

John Haderley with Larsen and Company was present to report the fiscal year 2019-2020 Ephraim City audit. The audit went smoothly with just two small audit adjustments that were accepted by Staff. All requests were produced immediately which shows the City takes good care of their documents.

The Financial Statement Opinion is an unmodified opinion meaning the statements themselves reflect the financial position of the City. The Compliance Report is also an unmodified opinion. No findings were reflected in the Management Letter.

Fraud Risk Assessment must be presented to the Council as directed by the State. Mr. Haderley presented and explained the purpose is to identify internal control problems within the entities to prevent fraud. Cities will be audited to determine the degree of fraud risk and a report will be published. Mr. Haderley recommended the City form an Internal Audit Committee and meet quarterly, communicating with Larsen and Company, to make sure internal safeguards are in place.

Councilmember Wheeler moved to accept the fiscal year 2019-2020 audit report as presented by Larsen and Company. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.

SEWER CONTRACT: VAL KOTTER COMPANY

The Council was asked to authorize a contract with Val Kotter Company to reline portions of the aging City sewer line along Main Street. The quote was \$958 over what the City had budgeted for the project and there is a potential for overruns. Val Kotter Company is the only company in the state with the qualifications to provide the services needed. The lines have been cameraed in preparation for the project and no problems are imminent.

Councilmember Anderson moved to approve a contract with Val Kotter Company to reline portions of Main Street. The motion was seconded by Councilmember Boothe. The vote was unanimous. The motion carried.

COOPERATIVE AGREEMENT: UDOT

Bryan has acquired a \$65,000 grant allowing for plans for some of the roadways' growth and changes the City would like to make. The Cooperative Agreement is to pair with UDOT for the Technical Planning Assistance Program and receiving those funds.

Councilmember Anderson moved to approve a Cooperative Agreement with UDOT for the Planning Assistance Program. The motion was seconded by Councilmember Alder. The vote was unanimous. The motion carried.

EPHRAIM CITY ORDINANCE 20-03: ADOPTION OF RAP TAX

The RAP Tax was presented to voters on the November ballot and was voted in during the election. ECO 20-03 imposes the local sales tax on one-tenth of one percent on retail items to fund cultural facilities, recreational facilities, and cultural organizations in the City.

Councilmember Alder moved to adopt ECR 20-03 imposing the RAP Tax of 0.1%. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.

FIRST CDBG PUBLIC HEARING

Shaun explained the City has identified several potential projects and had them scored with Six-County. The public hearing is to see if anyone has comments regarding ideas for a project. Michael Patton identified an all-abilities park behind the library as a possible project, as well as phase I of skate park, and a sidewalk on Ephraim Canyon Road, as community needs.

Mayor John Scott opened the public hearing for the CDBG program and stated that the purpose of the public hearing is to provide citizens with pertinent information about the Community Development Block Grant program and to allow for discussion of possible applications for the 2020 funding cycle. It was explained that the grant money must be spent on projects benefiting primarily low and moderate-income persons. The Six County AOG, in which Ephraim City is a member, is expecting to receive approximately \$861,515.00 in this new program year. All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual and interested persons can review it at any time. Mayor John Scott read several of the eligible activities listed including examples, such as Construction of public works and facilities, e.g., water and sewer lines, fire stations, acquisition of real property, provision of public services such as food banks or homeless shelters. Mayor Scott indicated that in the past Ephraim City has received several CDBG grants, including completion of the sewer lagoon expansion, property acquisition, the Canyon View Park restrooms, and the library renovation. The city has handed out its capital investment plan as part of the regional “Consolidated Plan”. This list shows which projects the city has identified as being needed in the community. It was asked that anyone with questions, comments or suggestions during the hearing please identify themselves by name, before they speak. The clerk will include those names in the minutes and the Council would like to specifically respond to those questions and suggestions during the hearing.

Ryker Erikson mentioned the new biking trails should have signage if you want people to utilize them.

As no further comment was forthcoming, the Mayor closed the public hearing.

APPOINTMENTS AND COUNCIL REPORTS

Tyler Alder

Recreation Board – basketball signups are just 5 shy of what they were last year.

Greg Boothe

Scandinavian Festival – spoke with Anne Anderson and the possibility of having to cancel the Festival again next year. Shaun said projecting out, it is possible we could have a modified version of the festival.

Mayor Scott

Tunnel – Work on the tunnel is progressing. A machine goes through and enables a laser scan of the whole pipe. The report will tell us the exact state of the tunnel.

Service Award – The Mayor would like to implement a community service award. We have two ladies who walk the city streets each morning picking up two or three bags of garbage. He feels they should be recognized.

Light Parade – Council would like to be in the parade. They will have to spread out in separate vehicles. They can use the City Tahoe for one of the vehicles.

City Manager Recognition – The Mayor recognized Shaun for being involved in everything. He attended the recent fire at the trailer court at 3:00 a.m. and the Mayor thanked him for his service and all that he does.

DEPARTMENT REPORTS

Bryan Kimball, Community Development Director

Building Projects – we are moving forward with final approval of the subdivision at the south end of town. A final review is upcoming. There is a building coming down on 400 south in anticipation of a new hardware store.

Grants – we are applying for funds to dovetail with CDBG to complete a large project. The application is due in a couple of weeks and we will apply for that UDOT grant.

We applied for a grant from Brick Applications Building Resilient Communities. He had a hard time logging in and submitted for FEMA funding for feasibility planning for flood plain projects and to bury a power line in the canyon.

Jeff Jensen, Public Works Director

Update – He feels like they are beating a dead horse with all the waiting around due to reduced supply because of COVID. They still haven't received the one-ton truck they ordered. The water project was completed except for the well house. They are still waiting on inventory to get started on meters.

Water Leak – A water leak was found at Kent's this morning. They anticipate more trouble there in the future.

CITY MANAGER REPORT

Letters of Gratitude - Shaun has received letters from the school district and the middle high school expressing gratitude for support in Booster and CARES Act funding. Will be helping Manti High School with the next tranche.

CARES funding - We have been ordering things that were approved for CARES spending. There is still some availability for more funding. We are looking into updating our pandemic plan and other emergency preparedness plans. We have hired Oliver Silva as a fire fighter. He was a full-time fire fighter at Dougway Proving Grounds with a Master's in public management. He will be working with staff, the college and the county to help put together a robust emergency preparedness plan.

Christmas Celebration – The light parade and fireworks will be held this week. There will be no party portion this year.

ADJOURNMENT

There being no further business to come before the Council for consideration, Councilmember Alder moved the Regular Council Meeting adjourn at 7:43 p.m. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.

The next regular City Council meeting is scheduled to be held on Wednesday, December 16, 2020, starting at 6:00 p.m. in the Ephraim City Council room.

MINUTES APPROVED:

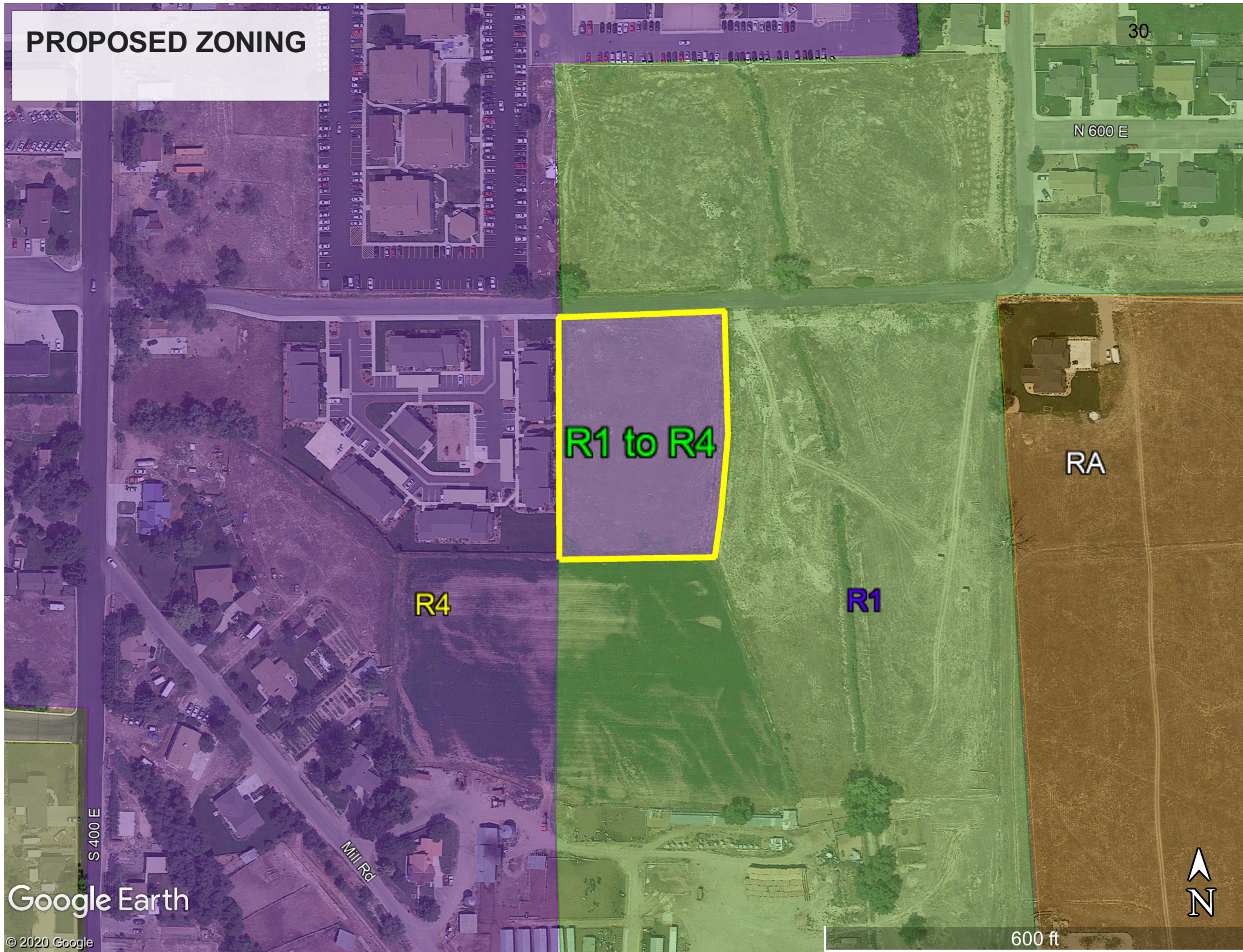
 John Scott, Mayor

 Date
ATTEST:

 Leigh Ann Warnock, City Recorder

 Date

PROPOSED ZONING





E 25 S

31

S 600 E

E 7

E 100 S

HDR

MDR

S 600 E

S

811

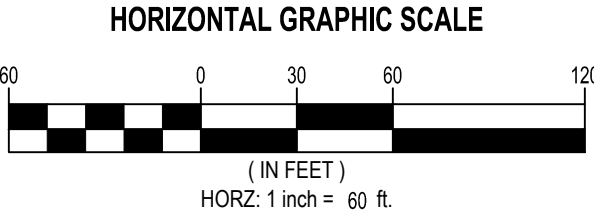
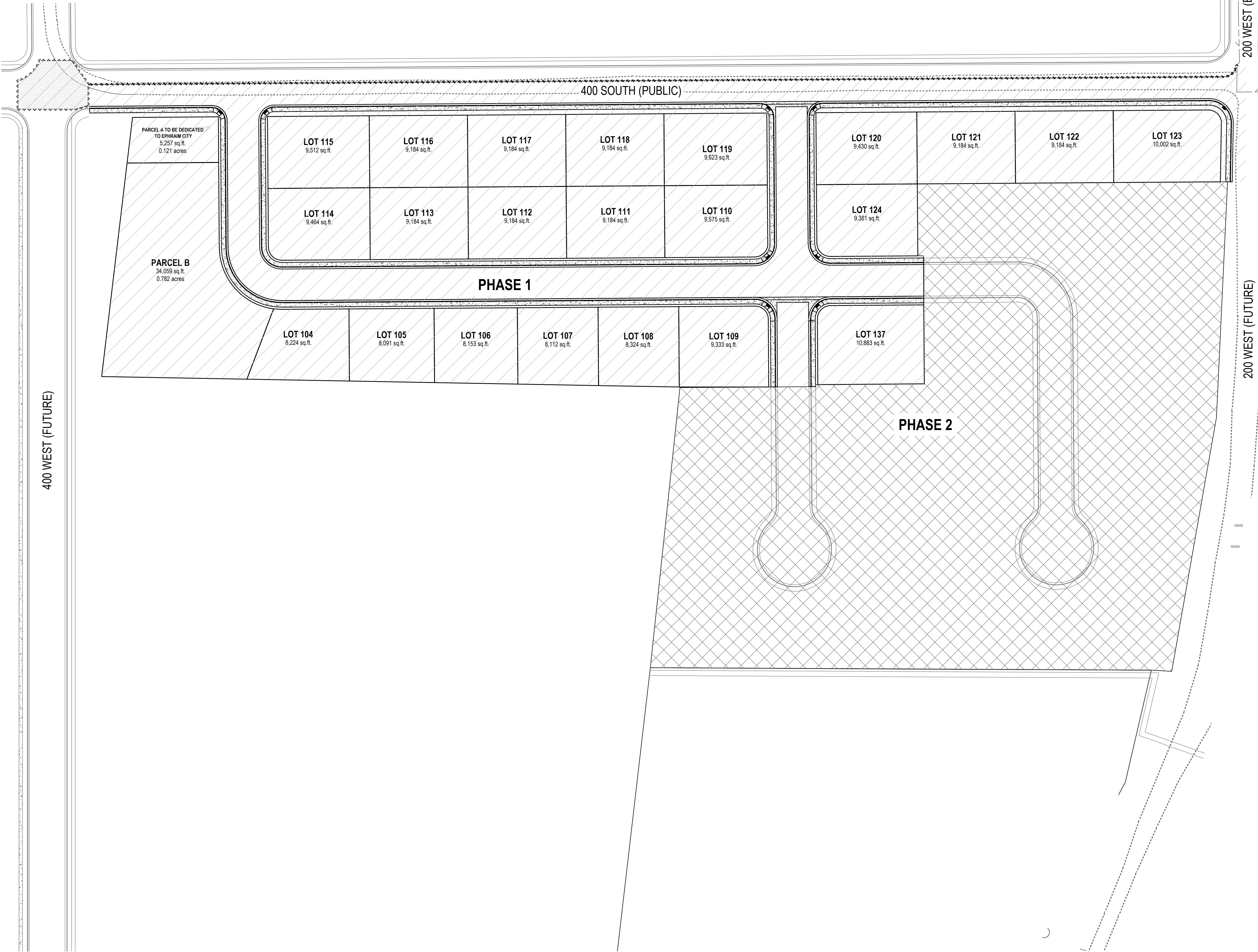
Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

SOUTH QUARTER CORNER OF SECTION 9,
TOWNSHIP 17 SOUTH, RANGE 3 EAST
SALT LAKE BASE AND MERIDIAN

ELEV = 5574.46'



32

EN SIGN

THE STANDARD IN ENGINEERING

RICHFIELD
225 N. 100 E.
Richfield, UT 84701
Phone: 435.896.2983

LAYTON
Phone: 801.547.1100

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

SALT LAKE CITY
Phone: 801.255.0529

WWW.ENSIGNENG.COM

FOR:
CAMINO VERDE GROUP
2831 ST ROSE PARKWAY, STE 257
HENDERSON, NV 89052

CONTACT:
MIKE BALLARD
PHONE: 702-467-0789

THE ESTATES AT EPHRAIM CROSSING

400 SOUTH 200 WEST
EPHRAIM, UTAH

OVERALL SITE AND
PHASING PLAN

PROJECT NUMBER 9780	PRINT DATE 12/8/20
DRAWN BY B. REES	CHECKED BY K. CHAPPELL
PROJECT MANAGER K. CHAPPELL	

C-010

Due Date for Revisions: Wednesday December 23. (But sooner is preferred).

Note: Ephraim is not eligible to apply for BRIC until they adopt the Six County Pre-Disaster Hazard Mitigation Plan and submit the adoption resolution. If Ephraim does not adopt soon before the State begins ranking applications the first of January, it will likely be ranked lower than those who are eligible to apply.

Mitigation Plan

1. In the additional comments box for this section, you need to provide specific information about how this proposed project is in line with the Six County AOG local hazard mitigation plan. You will want to identify any goals, strategies, or mitigation actions that specifically relate to this proposed project.

Scope of Work

1. It would be prudent to have additional information on the scope of the work page. You want to grab the attention of the reviewer and have them understand what you are working on up front with a little more detail. It is unclear exactly what kind of engineering scoping study will be performed. Will it involve an H&H study, BLE study, risk assessment, etc? What will the evaluation of mitigation activities entail? Please clarify.
2. Please provide more information for the geographic areas description section. Please describe the geography in terms of the area to be mitigated and other geographic information.
3. Consider adding additional lifelines to strengthen your project like food, water, shelter and health and medical or transportation if fooding will affect homes, emergency response or roads. Also consider other hazards this project may mitigate like a severe storm event, landslide or debris flow, or infrastructure failure.
4. For the "How will the mitigation activity be implemented?" question you need to include the steps that Ephraim will take to implement the scoping from award to completion? Will Ephraim hire an engineering firm or not? What will be involved in the engineering scoping study? Will there be a final report completed?
5. For the scope of work of the proposal please include more detail and information.
6. For the question on when the activity will take place, you need to provide information on how long you estimate the project scoping to take. There may also be a problem with stating it will be done in 2021 because FEMA's own timeline for BRIC says that Notice of Selection may not happen until Fall of 2021 which means award of the grant may not happen until late Fall, winter or into 2022.
7. Also having more detailed information in your attached written scope of work would be helpful as well. You are selling your project as the one they want to pick for funding. They need to fully understand it and think it is worthwhile.
8. You should provide more information and detail as to how the budgeted funds will be used. Are some of the funds used for your salaries? Are all funds going to the consultant?
9. For the alternatives section please name and provide a description of other projects that could mitigate the problem and explain why those were not selected for project scoping. You must also include a "do nothing" alternative.

10. Make sure you reference any attachments that can provide more detail on your scope of work, the floodplain information, etc.

Schedule

12 months

1. There needs to be time for the awards to be done before you start the project. We would suggest doing a start date around fall of 2021 as per FEMA's own timeline. Also give yourself extra time to do the project. You can always get it done sooner without penalty. We recommend that your schedule be a minimum of 24 months. Please overestimate the time required for each task.
2. Please adjust the start and end dates accordingly.

Budget

1. You need to attach a signed and dated Funds Commitment letter. This letter needs to state that Ephraim is committed to paying the 25% match of \$6,250. It must also state the date those funds can be available. Address the letter to State Hazard Mitigation Officer Janna Wilkinson 1110 State Office Building SLC, UT 84114.
 - a. The date of funds availability from the Funds Commitment letter and the date of that letter need to go in the appropriate box in the Funding Source section. Currently the letter date says 12/2/2020 but no letter was attached.

You need more detailed information as to how funds are being used. You need to attach a Budget Narrative document. How did you come up with the amount needed? You must justify your costs. Are all funds being given to contractor? Are there a list of expectations for what the contractor is doing for the funds? Are some funds going for your salaries?

Please attach a filled out SF424 (see attachment) and attach it in the budget section. (Note: some hints: # 10. Federal Agency: FEMA; #11 CFDA number: 97.047; # 12. Funding Opportunity Number: DHS-20-MT-047-00-99; 12-1. Funding Opportunity Title: Fiscal Year 2020 Building Resilient Infrastructure and Communities; #19 Executive Order 12372: Choose "c")

Evaluation

1. For the question about involvement of partners, it is not related to building codes. Rather you need to explain whether other private, non-profit, or public sector partners would be actively involved with the proposed project if it is awarded. Include non-federal funding sources in the description.

**RESOLUTION
ECR 20-14**

**A RESOLUTION OF Ephraim City ADOPTING THE 2020 SIX COUNTY
REGION PRE-DISASTER HAZARD MITIGATION PLAN.**

WHEREAS Ephraim City Council recognizes the threat that natural hazards pose to people and property within Ephraim City; and

WHEREAS Ephraim City has participated in the creation of a multi-hazard mitigation plan, herby known as the 2020 SIX COUNTY REGION PRE-DISASTER HAZARD MITIGATION PLAN in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the 2020 SIX COUNTY PRE-DISASTER HAZARD MITIGATION PLAN identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Ephraim City from the impacts of future hazards and disasters; and

WHEREAS adoption by Ephraim City Council demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2020 SIX COUNTY REGION PRE-DISASTER HAZARD MITIGATION PLAN.

NOW THEREFORE, BE IT RESOLVED BY Ephraim City, Utah, **THAT:**

Ephraim City Council adopts the 2020 SIX COUNTY REGION PRE-DISASTER HAZARD MITIGATION PLAN.

This resolution shall be effective on the date it is adopted.

DATED this 16th day of December, 2020

BY:

John Scott, Mayor

ATTEST:

COUNCIL VOTE

Leigh Ann Warnock, City Recorder

Greg Boothe	Aye ___ Nay ___
Alma Lund	Aye ___ Nay ___
Richard Wheeler	Aye ___ Nay ___
Margie Anderson	Aye ___ Nay ___
Tyler Alder	Aye ___ Nay ___

Section 504 and ADA Reasonable Accommodation Policy

Name of Jurisdiction: Ephraim City

Date: 12/15/2020

Reasonable Accommodations

A qualified individual may request a reasonable accommodation at any time. The decision to approve or deny a request for a reasonable accommodation is made on a case-by-case basis and takes into consideration the disability and the needs of the individual as well as the nature of the program or activity in which the individual seeks to participate.

Application of reasonable accommodation policy

The reasonable accommodation policy applies to individuals with a disability in all programs and services provided by Ephraim City.

Person with a Disability

A person with a disability means an individual who has a physical or mental impairment that substantially limits one or more major life activities. As used in this definition, the phrase “physical or mental impairment” includes:

1. Any physiological disorder or condition.
2. Any mental or psychological disorder.

Examples of reasonable accommodations

Examples of reasonable accommodations may include, but are not limited to:

- Permitting a family member to assist in the applications process for any program or service;
- Permitting a service animal to assist while on the premises;
- Providing qualified sign language interpreters for applications;
- Permitting requests for extensions of deadlines if there is a difficulty completing necessary documentation

Processing a Reasonable Accommodation

Ephraim City will provide the “Request for Reasonable Accommodation”, to all applicants or individuals with disabilities who request reasonable accommodation.

Individuals may submit their reasonable accommodation request(s) in writing, orally, or by any other equally effective means of communication. However, Ephraim City will ensure that all

reasonable accommodation requests will be reduced to writing. If needed as a reasonable accommodation, Ephraim City will assist the individual in completing the written request.

- Ephraim City will provide applicants with appropriate auxiliary aids and services, including qualified sign language interpreters and readers, upon request.
- Within seven business days of receipt, Ephraim City will respond to the applicant's request in writing.
- If additional information or documentation is required, Ephraim City will notify the applicant, in writing, of the need for additional information or documentation. Ephraim City will provide the individual with the request for additional information. The written notification should provide the applicant with a reply date for submission of the outstanding information or documentation.
- Within seven days of receipt of the request and, if necessary, all supporting documentation, Ephraim City will provide written notification to the applicant of its decision to approve or deny the applicant's request(s). Upon request, the written notification will be provided in an alternate format. If staff approves the accommodation request(s), the applicant will be notified of the projected date for implementation.
- If the accommodation is denied, the applicant will be notified of the reasons for the denial. In addition, the notification of the denial will also provide the resident with the information regarding the Ephraim City Grievance Procedures.
- All recommendations that have been approved by Ephraim City will be forwarded to the appropriate staff member. All requests for reasonable accommodation that are approved will be implemented or begin the process of implementation.

Verification of Reasonable Accommodation Requests

Ephraim City may request documentation of the need for a Reasonable Accommodation. In addition, Ephraim City staff may request that the individual provide suggested reasonable accommodation. Staff may only request documentation to confirm the disability-related need(s) for the requested reasonable accommodation(s). Staff may not require the individual to disclose the specific disability(ies); or the nature or extent of the individual's disability(ies). Comprehensive medical records will never be requested.

The following may provide verification of a resident's disability and the need for the requested accommodation:

1. Physician;
2. Licensed Health Professional;
3. Professional representing a social service agency;
4. Disability agency or clinic.

Denial of Reasonable Accommodation Request(s)

Requested accommodation will not be approved if one of the following would occur as a result:

- A violation of State and/or Federal Law;
- A fundamental alteration in the nature of Ephraim City's programs or services;
- An undue financial and administrative burden on the Ephraim City program;
- A structurally infeasible alteration; or
- An alteration requiring the removal or alteration of a load-bearing structural member.

Service or Assistance Animals

Clients with disabilities are permitted to have assistance animals, if such animals are necessary as a reasonable accommodation for their disabilities. Clients who need an assistance animal as a reasonable accommodation must request the accommodation in accordance with the reasonable accommodation policy. Assistance animals are not subject to the requirements of pet policies.

Right to File/Grievance Process

- Ephraim City program applicant may file a complaint in accordance with the Ephraim City Program Grievance Procedure following a formal determination by the Staff.
- An applicant may, at any time, exercise their right to appeal the Staff's decision through the local HUD office or the U.S. Department of Justice. Individuals may contact the local HUD office at:

U.S. Department of Housing and Urban Development

1670 Broadway, 22nd Floor

Denver, CO 80202

Phone: 303-672-5437

Toll Free: 1-800-877-7353

TDD/TTY: 303-672-5248

Fax: 303-672-5026

Web: www.hud.gov/fairhousing

City of Ephraim Grievance Procedure under The Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (“ADA”). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Ephraim. The City of Ephraim Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a recording of the complaint, will be made available for persons with disabilities upon requests.

The complaint should be submitted by the grievant and/or their designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Shaun Kjar
Ephraim City Manager
5 South Main Street, Ephraim, Utah 84627

Within 15 calendar days after receipt of the complaint, Shaun Kjar, or his designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Shaun Kjar or his designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio recording. The response will explain the position of the City of Ephraim and offer options for substantive resolution of the complaint.

If the response by Shaun Kjar or his designee does not satisfactorily resolve the issue, the complainant and/or their designee may appeal the decision within 15 calendar days after receipt of the response to the City Mayor or their designee.

Within 15 calendar days after receipt of the appeal, the City Mayor or their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the City Mayor or their designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Shaun Kjar or his designee, appeals to the City Mayor or their designee, and responses from these two offices will be retained by the City of Ephraim for at least three years.

Section 504 and ADA Effective Communication Policy

In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Ephraim City will ensure that communications with individuals who have hearing, speech, vision, communication and cognitive limitations are as effective as communications with others in the delivery of its programs, services and activities.

Upon the request of a qualified individual with a disability affecting hearing, vision, speech or cognitive limitations, Ephraim City will furnish appropriate auxiliary aids and services where necessary to afford such an individual an equal opportunity to participate in and have access to Ephraim City, services and activities.

Request for Auxiliary Aids and Services

A qualified individual who anticipates participation in any Ephraim City service or activity should make a request for the type of auxiliary aid or service that he/she needs within 48 hours of the time the aid or service is needed. The qualified individual's authorized representative may make the request for aid or service on his/her behalf. Ephraim City may make reasonable requests for documentation regarding the disability and the appropriateness of, or need for a specific auxiliary aid.

Ephraim City will evaluate each request for an auxiliary aid or service on a case-by-case basis. Decisions for granting or denying an auxiliary aid or service will not be based on any generalized rules or broad policies, but may include evaluation of whether another equally effective means of communication is available.

In addition, Ephraim City is not required to provide an auxiliary aid or service if such would result in a fundamental alteration in the nature of the Ephraim City service, program, or activity or in an undue financial and administrative burden.

Requests for auxiliary aids and services should be made to Ephraim City, Section 504/ADA Compliance Coordinator whose contact information is provided below.

Grievance/Complaint Procedure

Any individual who believes that there has been a violation of this policy may register a complaint with Ephraim City. In addition to, or in lieu of, filing a complaint with Ephraim City, an individual may submit a written complaint within 180 days of the date of the alleged violation to:

The Director, Civil Rights Center
U.S. Department of Labor
200 Constitution Avenue, NW - Room N4123
Washington, DC 20210

-or-

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by call 801-526-9240. Individuals with speech or hearing impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162

Office of Fair Housing and Equal Opportunity
 U.S. Department of Housing and Urban Development
 1670 Broadway, 22nd Floor
 Denver, CO 80202
 Phone: 303-672-5437
 Toll Free: 1-800-877-7353
 TDD/TTY: 303-672-5248
 Fax: 303-672-5026
 Web: www.hud.gov/fairhousing

For employment related complaints, based on disability:

Utah Anti-Discrimination and Labor Division
 160 East 300 South
 Salt Lake City, UT 84114
 (801) 530-6801
 (800) 222-1238
 - or -

Equal Employment Opportunity Commission
 4520 North Central Avenue, Ste 300
 Phoenix, AZ 85012-1848
 (602)-640-2598

Any citizen who elects to first file a complaint with Ephraim City is advised that the above 180-day deadline for filing a written complaint with a federal agency still applies.

Notification of Policy

Notification of this policy will be provided to Ephraim City employees and to applicants, participants, and members of the public who have hearing, speech, vision and cognitive limitations in a manner determined by staff including making the policy available in audio and large print format. A staff member may also read this policy to a qualified individual upon request.

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by call 801-526-9240. Individuals with speech or hearing impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162

Language Access Plan

Name of Jurisdiction: Ephraim City

Date: 12/16/2020

Plan Statement

Ephraim City has adopted this plan to provide access to its programs and activities by persons with Limited English Proficiency (LEP). A Limited English Proficient (LEP) person is a person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English. In accordance with federal guidelines, Ephraim City will make reasonable efforts to provide or arrange free language assistance for its LEP citizens.

Population Statistics

According to the U. S. Census Bureau data, the estimated population of Ephraim City for 2010 was 6,135. Of that total 13.6% spoke a language other than English at home. The other languages spoken include Spanish Speakers 9.6%, other Indo-European 1%, Asian 1%, Pacific Islander 1% and other languages 1%. Contact with persons of 'Limited English Proficiency' shows **Spanish** language assistance is by far the primary language assistance needed.

Ephraim City currently has 834 residents that do not speak English very well. Over the past year Ephraim City has had calls/requests from non-English speaking citizens amounting to less than 1% of the calls/requests for the city. Those calls in Spanish, and other languages.

Language Assistance

Ephraim City will make available 'I Speak Cards' to any applicant or resident that has LEP. They will be located at City Hall and visible to anyone. We will also post information that translators can be made available upon request and that translators will be provided to applicants and residents who have LEP. We will also provide a link on our website that directs applicants to the 'I Speak Cards' online. Translators will be provided for Spanish speaking people with LEP using current employees from Ephraim City that speak Spanish. Other languages that need translating will be provided by Ephraim City, located at 5 South Main Street, Ephraim, Utah 84627. Their telephone number is (435) 283-4631.

LAP Plan Distribution and Training

The LAP Plan will be distributed to all staff at City Hall and will be available at City Hall. Ephraim City staff will receive annual training on the Language Access Plan (LAP). All new employees will be trained upon hiring so that they understand the LAP Plan.