

Gunnison City Council Public Hearing and Meeting Minutes
Wednesday, June 17, 2020, 7:00 PM
Gunnison City Hall, 38 West Center
Gunnison, UT 84634

Present: Mayor Lori Nay, Councilmembers: Robert Andersen, Shawn Crane, Justen Mellor, and Rod Taylor, City Recorder Steven Jensen, Pool Manager Matt Reber, Public Works Manager Donald Childs, Maintenance Worker Wyatt Scott, Librarian Carolyn Childs, Gary Keddington, Miss Gunnison Director Kara Jensen, Fire Chief Jed Hansen, Assistant Fire Chief Zachary Jensen, and citizen Blake Donaldson

Presiding: Mayor Lori Nay

Invocation: Councilmember Shawn Crane

7:00 pm: Public Comment

Mayor Nay informed the public that the public hearings for the budget and Enterprise Fund Transfers would be held off until Accountant Gary Keddington arrived at the meeting. He was at the public hearing for Centerfield City and finalizing their budget.

Miss Gunnison – Kara Jensen

Mayor Nay wanted to begin with Kara Jensen and have her speak to the Council regarding her plans with Miss Gunnison 2020. Kara reported that due to COVID-19 there will not be a Miss Gunnison Valley pageant for 2020. Before she took over the management of the pageant, there was money for the scholarships for the winners each year. Due to mismanagement, there was not any reserves for scholarships when Kara took over 6 years ago and she had to start from nothing. She has gone to businesses around the valley each year and ask for donations to help fund the scholarships each year. Because of the pandemic this year, she stated that she was not comfortable asking for money while so many businesses were struggling. Therefore, she was before the Council to ask for help in funding the scholarships for the existing royalty. Kara was supposed to retire and give someone else the chance to run the pageant. She loves it too much and so she is still doing it. In 2019 there were 4 girls and the break down was \$1,000 for queen, \$500 for 1st attendant and \$250 for the other two attendants.

Kara reported that she has contributed some of her own money to help put on the pageant each year. She holds a luncheon for the contestants and their families the day of the pageant. This is a way for everyone to get a chance to know each other and to help build friendships that hopefully last past the pageant. She thanked the Council for its donation each year in the past of \$500, however, she stated that she will usually use around \$3,000 a year to fund the scholarships, pictures, decorations, and other activities during the pageant. Unless she is able to get more donations from the cities in the valley to donate some each year to the pageant, she does not believe that Miss Gunnison Valley will be able to continue since it has been going for the past 51 years. For the 50th celebration, the past queens were invited to come back and share their experiences and it did not go as she wanted it to. She also having a hard time getting girls to sign up for the pageant as well.

Mayor Nay empathized with Kara in that she knows what she is going through in that she served as the Pageant Director for 5 years and realized that if things were not organized by April of that year, it would be hard to put on the pageant. It was asked if the pageant will be canceled, and if 2019 Royalty would continue to serve for the 2020 year. It was reported that the pageant will be canceled for 2020 and the royalty from 2019 will continue for another year the pageant has been moved to July so that more people could attend and support the girls. The pageant is not associated with Miss Sanpete pageant and so girls do not have to be part of Miss Gunnison Valley. This year, Miss Sanpete did not affiliate themselves with Miss Utah so requirements have changed with both pageants. The age requirement was dropped from 17 to 16 in hopes of getting more girls to sign up for Miss Gunnison Valley. The royalty attends most all events in the cities around the valley so the title is Miss Gunnison Valley to include all the valley. Council member Rod Taylor asked if other cities in the valley are also helping? All the different cities are helping with what they can, all but Fayette have responded back and helped monetarily in one way or another. She has also sent letters out businesses in the valley and have gotten donations as small as \$10 at times. This all helps, but she is looking for a commitment from the cities in the valley to build a foundation for the pageant to build on each year. Councilmember Shawn Crane asked if there is an entry fee. Kara Jensen responded that there is a fee of \$25 which is to hold their place. It is returned to them at the end of the pageant as long as they do not drop out of the pageant. They are also required to get \$100 sponsorship from businesses as well to participate.

Mayor Nay made the comment that the pictures of past winners are housed at City Hall and would like to help out. She made the request of helping with \$1,500 and the rest could come from other communities and businesses. Councilmember Taylor commented that with the end of the year in June. It was the perfect time for the Council to make a decision for the next year budget.

Councilmember Justen Mellor was concerned that no money would be available for this year. With the new budget going into effect in the month of July, and the pageant at the end of July it would work out to make a decision. Kara also asked about where to store the float. Currently it was being stored at Kara's house on her property. There is no shelter to protect it at this time. It was mentioned that there might be a possibility to store it at the old fire station, however, the Senior Center is using that space to house two of their vans. It would need to be decided later as to where the float could be stored. The trailer does need some maintenance and have a place to be protected from the elements.

Kara also mentioned that due to COVID-19 this year and the pageant being canceled, the current Miss Gunnison would not be able to take her final walk and thank those that have helped her during her reign. Kara was wondering if it would be okay if Miss Gunnison was able to take her final walk during the July 3rd auction. Councilmember Shawn Crane who is over the July 4th Celebrations thought it would be okay for Miss Gunnison to get her time to say goodbye.

The Mayor thanked Kara for coming to speak to the Council and they would let her know what the Council decided.

Discuss 4th of July Celebration- Councilmember Shawn Crane

Mayor gave the time to Councilmember Crane to discuss the events of the July 4th celebration and what steps are being made to protect the public during the pandemic. It was reported that the celebration would be going forward with limited events than usual. The July 3rd celebration will have the motorcycle show with Shaun Nielson, a concert with Ryan Shupe and the Rubber Band, the auction with the proceeds going to the Trails committee to fund the G-Hill project, and the fireworks show to end the evening. On the 4th of July there will be the parade. Councilmember Crane had spoken to the Health Department and there seemed to be no problem with having the parade as long as there was social distancing. Also, the American Legion breakfast and flag raising ceremony would be held. Due to health concerns, there would not be the Lions Club luncheon or the kid's games at the park. The plan is to still have the open swim at the pool from 10 am to 2 pm. There will be sanitizing stations around the park for the public to wash their hands as well as the recommendation of the public to wear masks and to social distance. It was asked if there will be vendors selling for the July 3rd celebration. Councilmember Crane responded that that was the plan and he was going to reach out to some that came last year to see if they wanted to participate again this year. Councilmember Justen Mellor reported that there has been a lot of excitement to having the auction this year and there are many things that have been donated to help raise funds for helping with building trails and with the purchase of the G-Hill.

Discuss property lines and City Right of Way Issue with Proposed Resolutions – Herman Hogue

In 1905 Gunnison City laid out the streets of the City and each one was 99 feet and it was great. Then over time problems started to crop up as property was sold. In the case of Herman's property, he has only 94 feet in the front of his home. He reported that he was in the process of working with his title company and they are trying to work things out on their end. Because he has a warranty deed and not a quit claim deed. The Title company is needed to figure out the issue. He still has not received the answers to the questions that the Council had previously. When he gets the needed information, he will then report back.

7:35 Public Hearing

Public Hearing to receive Public Comment and to Reopen the 2019-2020 Budget including Budget Transfers, Enterprise Fund Transfers, as well as the 2020-2021 Proposed Budget including the Proposed Adoption of Operating and Capital Budgets for Gunnison City including the 2020 Certified Tax Rate, Proposed Fee Waivers and Donations, Fee Schedule Changes and Compensation of Statutory Employees – Gary Keddington

Councilmember Taylor made the motion to open all three of the public hearings. Councilmember Andersen, Council Member Crane, and Councilmember Mellor seconded the motions. The motions passed with a 4-0 vote.

The Mayor opened the three public hearings for the 2019-2020 budget, the enterprise fund transfers, and the 2020-2021 Proposed Budget including the Proposed Adoption of Operating and Capital Budgets for Gunnison City including the 2020 Certified Tax Rate, Proposed Fee Waivers and Donations, Fee Schedule Changes and Compensation of Statutory Employees.

Zach Jensen brought up the matter of the yearly State Fire Mitigation report that is coming up soon. Janell Braithwaite was good at putting the in-kind service that the city does each year in helping to fulfill the needed requirements for the City to get credit for working toward mitigating fires in the area. The report is due at the end of June sometime. The Mayor asked if Jed Hansen (Fire Chief) could come in to help find the past reports and help in getting it completed this year. In doing this report and in-kind work each year. If there is a fire that breaks out in the city limits and then travels out, the City is not on the hook for the entire cost of the fire.

The Mayor turned time over to Gary Keddington to open the Public Hearing. He reported that at the beginning of the year when the budget is done, there is an estimation done as to the amount of revenues that will come into the city and expenses that go out. Then at the end of the year, he puts in the actual revenue into the budget to see who the City did as a whole. Restricted monies that are to be carried over to the next budget has to be put into the correct areas and not used for other things than what it is marked for (B&C Roads). It was noticed that the expenditures were over by \$5,000 for the year. There is usually a transfer of \$227K each year. He states that he would not know for sure that amount of the transfer until he knows the actual amounts of revenues and expenditures at the end of the month. Councilmember Taylor asked why the budget has to be finalized now and not wait until the end of June. Gary responds with the State Legislator requires it to be done before the end of the month. The Council are free to contact their Representative to discuss that further.

There are no questions on the past year budget, so the Gary went on to the coming year's budget 2020-2021. Gary had put in the changes that the Mayor had sent to him and he had not gotten out the new email to the Council as of yet. One of the changes was the rate of pay that Carolyn Childs would get \$18.50 instead of the \$20 per hour that she requested. The Mayor and Councilmember Crane had spoken with her and come the amount of \$18.50. It was also decided that Donald Childs' salary would go to \$58,000.00 per year, Wyatt's rate of pay would increase 10% plus a \$1 an hour and Luis Cejudo was also getting a 10% increase in pay. Mayor Nay was able to find the email Gary sent her with the proposed budget on June 11th. She forwarded it on the other members of the Council. Due to the pandemic, the revenues were taken down by 15% across the board to account for less revenue in the future year. Sales tax revenue was up in March and also in May. The income reported from the State is two months behind and may go down as the summer goes on. The revenues will be looked at again in September 2020 to reevaluate the budget and how things look at that time.

The PTIF account for Water and Pressurized Irrigation Bond is making less interest than the City is being charged. Gary reported that there was enough money in the account to pay off the Irrigation part. We will need to contact the people over the account and see if it is possible to pay it off. He did not remember seeing a clause in the bond saying that it could not be paid off before the call date, but will need to look again. Councilmember Taylor asked about the Intergovernmental line item of the 2021 budget if that included the renovation of the Airport or was it something else? Mayor Nay responded that there was a UDOT grant (\$500,000) that would help with the majority of the resurfacing the runway. Gary responded that there is also a grant of \$250,000 for the upcoming project of the ballfields. Councilmember Taylor asked about when the B&C road funds are received? It was reported that those funds are received every other month 6 times a year. The amount is about the same every time. The amount is set on what is collected, however, the volume sold is what determines the amount that the City receives. In looking at contributions from the Council, it was reported that the budget only has \$1,000 for the year. With Miss Gunnison pageant asking for \$1,500.00, the Mayor was wondering if the budget needed to be raised due to the other donations to other organizations (Food Pantry, Junior Livestock, etc.). Gary responded that as long as the money is within the department, the Council can take from the different line items to make the donations work. It was decided to make an additional line item for Miss Gunnison for \$1,500 so that it was available each year.

The Mayor opened the floor to the public to speak for 2 minutes each about the 2019-2020 and 2020-2021 budgets. Wyatt Scott wanted to speak about his salary of being paid \$14.93 an hour and he did some research of what other city workers in different cities are making. He did not think that what was decided of \$14.93 was fair, since Salina City if \$16.00 an hour. It was asked if Wyatt was full benefited and had insurance. It was also asked how many years of service did the workers at Salina have? It was reported that they have 1 year like Wyatt. There was a discussion of who is on call and what responsibilities are for the positions of the Water and Sewer departments. It was decided to relook at the raises for employees in September due to the possible decrease in revenue of 15% across the board. The Mayor proposed that the Council put together some standards for each of the city positions so that everyone knows what is expected of the job.

Public hearing closed.

Proposed Approval of Resolution 2020-4, 2020 Certified Tax Rate

A copy of the certified tax rate from the State was given to each of the Councilmembers to look over and approve. It was asked if the rate changes. It was reported that it is set by the State of Utah and sent out to the cities and towns for approval. The Mayor mentioned that the sales tax revenue is more than the property tax revenue at this time and maybe the formula should be looked at so that more revenue could be brought in the future. Gary reported that Gunnison city is one of the higher rates in the county.

Councilmember Rod Taylor made the motion to approve the Resolution 2020-4, 2020 Certified Tax Rate. Councilmember Robert Andersen seconded the motion. The roll call vote was unanimous 4-0.

Proposed Approval of Resolution 2020-5, Budget Adoption including Proposed Fees Waivers, Donations and Fee Schedule Changes

It was asked what fees can be waived each year. The language is the same each year but it was not clear what fees could be waived. It was decided that there are different fees that the city charges that can be waived at the discretion of the Council.

Councilmember Crane made the motion to approve Resolution 2020-5, Budget Adoption including Proposed Fee Waivers, Donations and Fee Schedule Changes. Councilmember Andersen seconded the motion. Roll call vote was taken and the vote was unanimous 4-0.

There were not minutes to approve at this time.

Proposed Approval of Bills and Adjustments

Councilmember Andersen made the motion to approve the bills and adjustments. Councilmember Crane seconded the motion. The motion passed with a 4-0 vote.

City Business and Future Items

300 South Water Leak: Councilmember Taylor mentioned that where the leak on 300 South and Main, beyond the patch has had some settling and could have a void under the road and could turn into a sink hole. It was decided to have Donald continue to check on the situation and if need be to compact the area and add more asphalt.

July 4th Auction/Celebration: Councilmember Mellor stated he was preoccupied with the July 3rd auction and believed it would be a good turnout. Councilmember Crane stated that he is in the process of making the posters for the July 4th Celebration and should have those out this weekend. There will also be spots on the radio to inform the public of what is happening and when. It was again reported that the Lions Club will not be doing their luncheon, however, the American Legion will do their breakfast and also have the flag raising ceremony. The Scouts will be helping with that as well.

300 South Property Lines: Councilmember Taylor asked to revisit the situation with Herman Hogue. He spoke with Garrick Willden and found that he had a Warranty Deed and not a Quick Claim Deed. This put the responsibility on the Title Company and not the City. Herman had bought the property with the intent that the frontage of was 136 feet. It was found that the property was only 94 feet. He had come to the City to make sure he was not owning the road way. Apparently, most of the properties on 300 South east of Main Street are having problems with property lines not being correct. That will need to be something to look at in the future.

Fraud Risk Assessment: It was mentioned that Gary still needed to go over the Fraud Risk Assessment and there were some things that needed to be discussed. There is a new requirement and this is something that needs to be done each year. Gary stated that we will be doing it again this time next year. There is also an online class that each of the Council and Mayor needed to complete and print off the certificate to verify that it had been done. The City has to look at a few things, first the separation of duties checklist for staff and also a fraud risk checklist and it is based on a point system as to where the City ranks in the State Auditors eyes. The City Recorder will be reviewing customer accounts that need to be adjusted each month and there is a report that can be run. Blank Checks that the City has, needs to be secured and only people that can authorize that has access to the blank checks. The next item is that of credit cards. The person that reconciles the credit card statements should not have access to the credit cards. The City Treasurer will hold on to the credit cards in a secure location and the City Recorder will reconcile the statement each month. The last item will be receipts of goods. The change will be that we are needing two signatures on the invoices to show that the goods were used by the city. There needs to be policies updated and some need to be written. He went over the rest of the checklist and informed the Council that things will take time to update and implement. Each of the Council members and Mayor committed to watch the training videos and to print the certificate.

The Council and Mayor thanked Gary for coming and spending his time at the meeting. He would be coming back down in July at which time he would verify that the Council and the Mayor had completed the online training for the Fraud Risk Assessment.

Adjourn

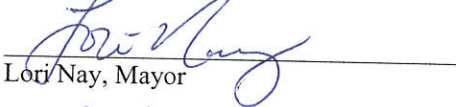
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Councilmember Crane made the motion to adjourn. Councilmember Mellor seconded the motion. The motion passed with a 4-0 vote.

9:23 p.m. Adjourn



Steven Jenson, City Recorder



Lori Nay, Mayor



Approval Date