

Hinckley Town Council
Town Council Chambers
161 East 300 North Hinckley, UT
Digitally Recorded
April 1, 2021

Invocation: Tresa Martin

I. PLEDGE

Mayor Pro tem Chris Palmer brought the meeting to order at 7:15 p.m. by asking all to rise and join in the Pledge of Allegiance.

II. ROLL CALL

Mayor Pro tem Chris Palmer
Councilmembers: Justin Rowlette, Ray Searle
Clerk Tresa Martin
Maintenance Employee: Joe Stevens

III. GUESTS

Cheryl Cooper and Kaylin Wulf – attended meeting through Zoom.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Councilmember Ray Searle made a motion to accept the meeting minutes as presented for March 4, 2021. Councilmember Justin Rowlette seconded the motion, all voted aye.

V. PETITIONS, REMONSTRANCES, AND COMMUNICATION

None.

VI. REPORT OF GOVERNING BODY – BOARDS – COMMITTEES:

Councilmember Ray Searle noted he is concerned about the condition of the town roads. Maintenance employee Joe Stevens stated he is currently in the process of ordering pothole patch.

VII. STAFF REPORTING

Maintenance employee Joe Stevens informed the Council that the media, hub, and spoke system arrived for the water treatment plant. Councilmember Ray Searle asked if the maintenance department will need extra help with the water project and Joe stated he is not sure at this time.

Clerk Tresa Martin asked the Council for permission to close the office on Good Friday and the Council stated this would be fine.

VIII. NEW BUSINESS

1. Review and Adopt a Resolution to Amend Hinckley Town Policy & Procedure Manual, Section XIX: Leaves of Absence

Mayor Pro tem Chris Palmer read the written proposed resolution to amend the Personnel Policies and Procedures Manual regarding benefits and leaves of absence. This resolution amends the maximum annual vacation leave hours which can be accrued and carried forward from calendar year to calendar year from forty (40) hours to up to two (2) years of vacation hours at employees' current accrual rate.

Councilmember Justin Rowlette made a motion to adopt Resolution No. 21-04-01, A Resolution to Amend the Personnel Policies and Procedures Manual for Hinckley Town, Section XIX: Leaves of Absence. Councilmember Ray Searle seconded the motion. Roll Call Vote: Councilmember Justin Rowlette, aye; Mayor Pro tem Chris Palmer, aye; Councilmember Ray Searle, aye.

2. Review and Adopt a Resolution to Amend the Consolidated Fee Schedule – Water Enterprise User Fees – Establishing a Service Fee for Generating and Providing a Report of 15 Months of Historical Water Meter Data

Mayor Pro tem Chris Palmer read the written proposed resolution to amend Hinckley Town's Consolidated Fee Schedule, noting this resolution adds a Water Meter Data Report fee in the amount of \$25.00 under Water Enterprise User Fees. Councilmember Ray Searle made a motion to adopt Resolution 21-04-01-A, a Resolution to Amend the Consolidated Fee Schedule, adding under Water Enterprise User Fees a Water Meter Data Report and Fee in the amount of \$25.00. Councilmember Justin Rowlette seconded the motion. Roll Call Vote: Councilmember Justin Rowlette, aye; Mayor Pro tem Chris Palmer, aye; Councilmember Ray Searle, aye.

3. Kaylin Wulf & Cheryl Cooper – 85 S Main Street, Recreational Vehicle Application

Mayor Pro tem Chris Palmer welcomed Kaylin Wulf & Cheryl Cooper to the meeting. Kaylin Wulf stated she would like permission to put two R.V. trailers on her uncle's property to stay in while she, her nephew, and family clean up the property. Mayor Pro tem Chris Palmer asked if they need more than 45 days and Kaylin stated yes, she would like additional days. Mayor Pro tem Chris Palmer informed Kaylin that if she needs time beyond 45 days and the 6-month extension that she may file for another extension.

Councilmember Ray Searle made a motion to accept the Recreational Vehicle

Application from Kaylin Wulf and Cheryl Cooper to place two R.V. trailers on the property at 85 S Main Street. The R.V. approval begins on April 1, 2021 and the permit will expire on November 15, 2021. Councilmember Justin Rowlette seconded the motion, all voted aye.

IX. OUTSTANDING BUSINESS

1. Sewer Lagoon

Maintenance employee Joe Stevens said the lagoon water level continues to increase.

2. Review and discuss changes to Hinckley Town Code

No discussion.

3. Water Treatment Plant

This item was discussed in staff reporting.

4. Park & Rodeo Ground Improvements (Fence, Horseshoe Pit, Cornhole, Lockbox) – Tyrel Brown

Maintenance employee Joe Stevens said the soccer field lines are painted and ready to be burnt and the bases have been placed on the baseball field.

5. Review Scope of Work for Bulk Water Station & RV Fill and Clean Out Station – Ray Searle

Councilmember Ray Searle said he believes the town can do a bulk water station project for under \$50,000 through buying the components that come all in its own cabinet, a turnkey system. Ray noted the town would need to pour the cement pad, build the standpipe, and plumb water to it. After much discussion, Ray said he will contact companies that sell the turnkey units and bring pricing back to the Council.

6. Mini Split Install and Breakroom

Maintenance employee Joe Stevens stated this project is in progress.

7. Restroom Upgrade Update

No discussion.

8. 24th of July – Town Celebration Planning

Clerk Tresa Martin informed the Council the office received eleven responses from town residents suggesting a Marshal of the Day, Celebration Theme, and Speaker of the Day. The Council reviewed and discussed the names and theme ideas submitted from town residents. The Council agreed to ask Verl & Judy Tolbert to serve as Grand Marshals, chose suggested theme “Cherishing the Past, Building

the Future”, and will ask Pat Manis to be Speaker of the Day. Mayor Pro tem Chris Palmer said he will contact Verl & Judy Tolbert and Pat Manis.

Clerk Tresa Martin noted she reached out to Kerry Manis, member of the band Acoustic Echo to find out how much the band would charge to entertain in the park during the celebration on Saturday, July 24 and the cost is \$600.00 for up to three hours of music. The Council decided to book the band Acoustic Echo for the celebration.

X. MISCELLANEOUS DISCUSSION

Mayor Pro tem Chris Palmer stated a meeting will be held by Millard County Commission on Tuesday, April 6 at 10:30 am to prioritize the CIB Capital Improvements List.

XI. PAYMENT OF BILLS

Councilmember Ray Searle made a motion to accept the following purchase orders:

P.O. #075398 to Scholzens for a 2” double check valve in the amount of \$601.93. Councilmember Justin Rowlette seconded the motion, all voted aye.

P.O. #075399 to Safe Water Technologies in the amount of \$1,450.00 for additional shipping cost of water treatment media. Councilmember Justin Rowlette seconded the motion, all voted aye.

P.O. #075395 to Mountainland Supply for a water setter and sewer connection parts in the amount of \$1,037.70. Councilmember Justin Rowlette seconded the motion, all voted aye.

P.O. # 075396 to Circle J Rodeo, Inc. for rodeo stock & added prize money for the Town Celebration Rodeo in the amount of \$8,700.00. Council Member Justin Rowlette seconded the motion, all voted aye.

P.O. #075392 to Superior Design for Fire Department t-shirts in the amount of \$921.60. Councilmember Justin Rowlette seconded the motion, all voted aye.

P.O. #075393 to William Mendoza for labor to install the rodeo ground east fence posts, rails, and bottom wire in the amount of \$602.00. Councilmember Justin Rowlette seconded the motion, all voted aye.

P.O. #075394 to OnSolve for One Call Now annual fee in the amount of \$543.38. Councilmember Justin Rowlette seconded the motion, all voted aye.

Councilmember Justin Rowlette made a motion to pay bills for March 18, 2021.
Councilmember Ray Searle seconded the motion, all voted aye.

Councilmember Justin Rowlette made a motion to pay bills. Councilmember Ray Searle seconded the motion, all voted aye.

XII. ADJOURNMENT

Councilmember Ray Searle made a motion to adjourn the meeting at 8:24 p.m.
Councilmember Justin Rowlette seconded the motion, all voted aye.



Tresa Martin Clerk/Recorder



Mayor Brian Florang