

**Gunnison City Council Meeting Minutes
Wednesday, March 17, 2021, 7:00 PM
Gunnison City Hall, 38 West Center
Gunnison, UT 84634**

Present: Mayor Lori Nay, Councilmembers: Robert Andersen, Shawn Crane, Stella Hill, and Rod Taylor, City Recorder Steven Jenson, City Treasurer Jodi Henline, Pool Manager Matt Reber, Fire Chief Jed Hansen, City Accountant Gary Keddington, Public Blake Donaldson, Debra Greener. **Absent:** Councilmember Justen Mellor

Presiding: Mayor Lori Nay

Invocation: Councilmember Rod Taylor

Public Comment

There were no requests for public comment.

Discussion and Review of Implementation of Invoice Cloud Software for Utility Statements – Jodi Henline

City Treasurer Jodi Henline went over the flyer that will be sent out to each utility customer informing of the change from InstaPayments to Invoice Cloud on April 1, 2021. The plan is to give the public until end of May 2021 to get moved over to the new software. Anyone that is on automatic payments now will be moved over and anyone can start paying online with the new software as well. The website will be updated with a link to the new website so that anyone wanting to pay will be able to set up their new account at that time. The Council looked over the flyer and thought that would be a good idea to give the public a couple of months to get switched over to the new software.

The question was asked about the ability to pay with a debit or credit card. There will be an option for the public to come into the office to pay with a card, or cash. Their website will show the statement and what is owed to the customer. This should lower the amount of calls with customer asking the amount that they owe on their bill each month. There was also a question about the amount that the customer is charged to use a credit card. Councilmember Taylor asked if we are charged the service fee or if it goes directly to Invoice Cloud. It was explained to the Council that when a customer is charged, it will tell them the service charge depending on the way they pay and that charge will go directly to Invoice Cloud.

Discussion and Review of Gunnison Commercial Property Lot Price for Public Information and review of prior property sales – City Recorder Steven Jenson

City Recorder Steven Jenson explained that within the past two months, around 20 calls inquiring about the price of the property for sale on Main street. Many times after the conversation turns to the price being requested for the available property. The property description that has been used, is including the corner lot that has since been sold. That has discouraged potential buyers and also there needs to be a change in the price that is being offered. The Council discussed what had been the price that was being asked for earlier and it was \$85,000.00. The Mayor said that she has been talking to some real estate brokers and they had mentioned that it could start at \$85,000 and go as high as \$115,000. It was discussed that the approximate price should be \$95,000 and then could be negotiated from there.

Discuss and Review Regional Fire School – Fire Chief Jed Hansen

The Fire Chief informed the Council that classes for the Regional Fire School would be held at the fire station that Friday and Saturday. One of the classes would involve burning simulation and would also have smoke in the area. This was for information so that if there were any complaints that the public would know what was going on. There will be about 50 to 60 firefighters from around the State that will be attending and will be put on UFRA from Utah Valley. The mayor stated that at the last mayor's and commissioners meeting the Chief was commended for his work in the south end of the county.

Discussion and Review of Annual Budget – Gary Keddington CPA, Keddington & Christensen

Gary came before the Council to go over the annual budget and to see how the different revenue streams are doing. He reported that the over all health of the budget is good and revenue is better than was expected. The Cares monies that was from the 2020 calendar year was used to pay to the Police Department and the budgeted money was then freed up to use in other areas. The monies from the

State that are coming in i.e. rap tax, sales tax, gas tax and B/C roads monies are coming in better than expected and that is a welcome relief and helping the budget. The budget is at 67% as of February 2021. There was a question about seeing the amount that is still left on the Care Act. Gary responded that \$250,000 was still left. Pool Manager Matt Reber asked if some of that money was used for the pool roof. Gary stated that it was out of the General Fund. There was a question as to what stakeholders have paid for their contributions for the ballfield project. Gary stated that Centerfield had paid some. There would need to be relooked at and invoices sent to the ones that have not paid as of yet.

Gary then went on to the expenses and reported that everything is in line and there are no surprises to report. The line item for Recorder/Administration is off due to the care act money is located in that section. Also, the next payment that the city pays the Police Department will be netted with the rental payment that the Police owe the City. Gary will make sure that it is accounted for and it will work out. The Pool is looking very well with the revenues, everything in way in revenue is up to \$22,000.00 before the end of the year. Expenses show that salaries are up from the projected amount. The percentages are up however, the dollar amounts are not far off from that was budgeted.

In conclusion, the overall health of the budget is good and on course to be very productive and to meet most of the projections. There were a few questions about the BMX track and if anyone had expressed interest in running the track. There was money in the budget to take care of it but there is no one to come forward to run it. There was also questions about paying off the pressurized irrigation bond. Gary stated that there was money in the fund to pay it off and it was not getting any interest to make it worth while to keep the money. There was a discussion about what can be done to pay it off, and it was determined that Gary and Councilmember Rod Taylor would get together later and discuss a plan to figure out paying it off. There was a discussion about the PTIF accounts and how much money can be moved each month and where it goes back and forth with the City bank accounts.

Discuss plans and process for new signage for North and South gate of City along with possible ideas for enhancing UDOT triangle in the Highway 89 & 28 intersection – Mayor Lori Nay

Mayor started the discussion that she had had with David Vandiver and the committee to come up with some ideas and to have them drawn up along with a new logo as well. She wanted anyone on the Council that wanted to be involved to come to the next meeting and to help with the creative process. Once there was a decision on the design, they would be brought to the Council to be approved before anything would go forward with construction. There was also a discussion on what could be done with the triangle at the intersection of Highway 89 and 28.

Review, discuss and adopt actions and goals that were formulated in City Retreat Session – Mayor Lori Nay

The mayor wanted to go over the goals that the Council set at the last City Retreat Session. It was decided to look over the goals and try to go over those at each staff meeting to make sure they are being on task. There was one for Housing and Economic Development that was for Councilmember Stella Hill. She suggested that Councilmember Rod Taylor be on that goal as well. Another goal was to enhance and promote recreational opportunities with the ballfields and also trails. There was a discussion about expanding the Cemetery road and not putting in a new road for the new company in the industrial park and also the impact fees that were collected. The next goal was for identify ethnic backgrounds in the community and how to get all involved in the community. The example of sports to help bring people in to community to get involved.

The website was discussed to help communicate that needed information to the community and how it can keep the public informed and also who was be able to keep it updated on a regular basis. It was discussed that it had not been updated since the past fall. Also a discussion of hiring a City Manager and also doing regular review with the employees to make sure things are running smoothly and also have the ordinances updated so that everything is in line with the State. Staff meetings will be held each month and the next meeting will be April 14, 2021 at lunch.

Discuss Timeline, Job Description and Proposed approval to fill various positions in the City such as City Manager, Parks and Cemetery Departments Director or Assistant Public Works Director, and other positions that need review – Mayor Lori Nay

The discussion was opened with going over looking at a replacement for Donald when the time comes. It was looking at having a replacement from the outside that has experience or also promoting someone from within the department to take over for him when he retires. The Mayor also went over the job description for the City Manager with the Council and also explaining that the City needs continuity when members of the Council and the Mayor leave due to election. Her main objective is to have projects that the City might be working on at the time of a transition to be able to stay on point and going forward with those that know what has been planned. This also allows employees to have an advocate and a go between with the Council and Mayor. There is a huge need to keep relationships with other cities state officials.

The Mayor stated that there is money within the budget to hire a City Manager and would like to start the process of listing the job posting. Councilmember Shawn Crane responded in favor of hiring a City Manager and think that it will be good going forward to keep the projects that the City needs for the future. Councilmember Stella was also in favor of looking into hiring a City Manager as well as finding someone to replace Donald before he retires. Councilmember Taylor stated that the Council should just make a decision and vote on it. His concern with Donald's situation would looking to spend more money to replace Donald. It was suggested to pay Donald's insurance until he turns 65 and gets on Medicare.

Councilmember Shawn made the motion to move forward with hiring a City Manager. The motion was seconded by Councilmember Stella Hill. Roll Call vote was 3-1 Councilmember Justen Mellor was absent.

Review and Proposed Approval of establishing a generator for Water Wells for emergency application – Councilmember Robert Andersen

Councilmember Robert Andersen spoke about the need for a generator for the Bartholomew Well. One was installed and never done correctly and so over time things have needed repair and serviced. There was a print out that passed out showed the cost of \$5,164.97. There was a discussion about what needed to happen to keep the generator serviced on a regular basis. If that generator did not work, there will be no water to the city. The services after that would be done every 3 years. It was suggested that an employee from the City be trained to run the generator and make sure it is serviced each month. Councilmember Rod Taylor suggested that Wyatt Scott be the one to train and be the one in charge to service the generator.

Councilmember Robert Andersen made the motion to have Wheelers come and service the generator to make sure it is running properly. Councilmember Rod Taylor seconded the motion. The vote was unanimous.

Update and Review of upcoming and ongoing infrastructure projects – Mayor Nay and Councilmember Robert Andersen

The Mayor talked about getting the grant and loan from CIB to work on the road projects around the City and how it was on a Zoom meeting. Councilmember Stella Hill was on the call with the Mayor and how it was an experience. The amount was \$1.2 million in grants and \$880,000 in loans. The interest rate of the loans was at 1% interest. The loans would be paid back with the B/C road funds. No funds would be coming out of the budget. The water line for the sewer system has been finished and the contractor is caught up and just waiting on the engineer to get going on the building. The sidewalk on 100 West will be going on this spring and there is a few things that need to be adjusted because Sally Neal's drive way is in the easement and off. It was reported that vandalism had been found on the bridge at the Riverwalk.

Proposed Approval of City Council Meeting Minutes for Thursday 18, 2021 and Wednesday March 3, 2021

The Mayor asked if there were any questions about the minutes? There was no questions.

Councilmember Stella Hill made the motion to approve the City Council Meeting Minutes for Thursday 18, 2021 and Wednesday March 3, 2021. Councilmember Shawn Crane seconded the motion. The vote was unanimous.

Proposed Approval of Bills and Adjustments

Councilmember Crane made the motion to approve the bills and adjustments as presented. Councilmember Andersen seconded the motion. The motion passed with a 5-0 vote.

City Business and Future Items

Housing Development: Councilmember Rod Taylor reported that Clark Flake is still looking into submitting something to the Planning and Zoning Commission and adjusting it to take into account the G-Hill property for the city. There was a discussion on what Bruce Parker was helping with and what could be done to help out to preserve that land so that the G was obscured from view.

Ordinance Violation: Councilmember Stella Hill wanted to know if anyone had been by the house next to Hall Pickett's property on 100 South. It looks like they are running a dog kennel service for bulldogs. It was discussed to send Eric Pratt to talk to the owners and see what is going on. Councilmember Hill counted at least 5 dogs in the front yard. State Bank will be building across the street and it could be an eye sore.

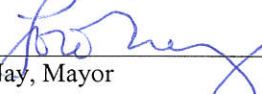
Adjourn

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

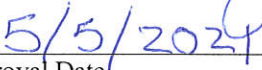
Adjourn



Steven Jenson, City Recorder



Lori Nay, Mayor



Approval Date