

Hinckley Town Council
Town Council Chambers
161 East 300 North Hinckley, UT
Digitally Recorded
June 3, 2021

Invocation: Tresa Martin

I. PLEDGE

Mayor Brian Florang brought the meeting to order at 7:00 p.m. by asking all to rise and join in the Pledge of Allegiance.

II. ROLL CALL

Mayor Brian Florang
Councilmembers: Tyrel Brown, Ray Searle, Justin Rowlette
Hinckley Town Clerk Tresa Martin
Maintenance Employees: Joe Stevens, Travis Johnson
Excused: Councilmember Chris Palmer

GUESTS:

Leon Lewis, Miss Hinckley Ashley Ruiz, Miss Hinckley 1st Attendant Kennedy Christensen, Hinckley Rodeo Queen McKinley Taylor, Hinckley Rodeo 2nd Attendant Gracie England

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Councilmember Justin Rowlette made a motion to accept the meeting minutes as presented for May 18, 2021. Councilmember Tyrel Brown seconded the motion, all voted aye.

V. PETITIONS, REMONSTRANCES, AND COMMUNICATION

None.

VI. REPORT OF GOVERNING BODY – BOARDS – COMMITTEES:

None.

VII. STAFF REPORTING

Maintenance employee Joe Stevens said he talked with Jim Dutson, Hinckley Town Irrigation Board President about pumping the old town well in the ditch during town irrigation to provide water to water the park and Jim Dutson said he was good with the town doing this.

Maintenance employee Travis Johnson said he worked at the treatment plant today with Paul Clark installing the piping for the second source and stated this is nearly complete.

Maintenance employee Travis Johnson stated he accepted a job with Graymont and his last day of work will be on Thursday, June 10, 2021. Travis noted he is willing to help his replacement by being available to answer questions and give guidance. The Mayor and Councilmembers thanked Travis for his work and service to Hinckley Town.

VIII. NEW BUSINESS

1. Introducing Miss Hinckley Royalty and Rodeo Royalty

Mayor Brian Florang thanked the Miss Hinckley Royalty and the Rodeo Royalty for attending the meeting and for participating and representing the town. Mayor Florang asked the girls if they have any questions about what is expected of them, and the girls responded no. Mayor Florang explained the town hosts summer events which he would like them to be involved noting the upcoming town event is the Ice Cream Social on Wednesday, June 16 at 6 pm in the park. Mayor Florang informed the girls to contact the town office if they have questions about town events or need additional information.

2. Fraud Risk Assessment – Brian Florang

Mayor Brian Florang reviewed and discussed the Fraud Risk Assessment required by the Office of the State Auditor.

The town's areas of weakness in this assessment are:

- The town does not have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team.
- The town does not have a member of the management team with at least a bachelor's degree in accounting.
- As least one member of the management team did not receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year.

Mayor Brian Florang asked Clerk Tresa Martin to email councilmembers a link to the Open and Public Meetings training and asked all councilmembers to complete the training before June 30, 2021.

Mayor Florang stated after the council completes this training the points will be around 345 which places the town at a low risk level.

3. Employee Wage Structure – Mayor Brian Florang

Mayor Brian Florang noted on May 18, 2021, the council reviewed and discussed modifications to the towns employee wage structure which establishes a standardized increase in wages over time as well as setting a wage range.

The council believes this is an opportunity to make needed adjustments to base pay as well as define how the town pays employees for certifications and trainings.

Councilmember Justin Rowlette made a motion to adopt the employee wage plan as presented on May 18, 2021. Councilmember Tyrel Brown seconded the motion, all voted aye.

4. Rodeo Grounds 4" Water Meter for Arena Hydrants

Mayor Brian Florang asked maintenance employee Travis Johnson to explain the water system at the rodeo grounds. Travis stated when the backflow preventor and 2" water meter was installed at the rodeo grounds he found the hydrants supplying water to the arena were not connected to this system. Travis said KJ Plumbing did some investigating and found a 4" connection to the main line west of the 2" connection and noted the town is required to meter all water use. Travis said he received price quotes for a 4" Siemens MAG 8000 /Cell 6yr Battery water meter from Scholzen Products \$3,152.65 and from MSPS \$3,501.32 and is waiting on a quote from Mountainland. Councilmember Justin Rowlette asked how many hydrants this 4" connection feeds and Travis stated he believes three hydrants. Councilmember Ray Searle made a motion to make available \$3,200.00 to purchase a 4" Siemens MAG 8000 water meter for the rodeo grounds. Councilmember Tyrel Brown seconded the motion, all voted aye.

5. Review and Approval of Agreed Upon Procedures Engagement Letter from Greg Ogden, CPA

The Council reviewed and discussed the Agreed Upon Procedures Engagement Letter from Greg Ogden, CPA defining the procedures he will follow for the town's annual review. The fee for this engagement is \$3,950.00. Councilmember Tyrel Brown made a motion to accept the Agreed Upon Procedures Engagement Letter from Greg Ogden, CPA. Councilmember Ray Searle seconded the motion, all voted aye.

IX. OUTSTANDING BUSINESS

1. Sewer Lagoon

Maintenance employee Travis Johnson stated the sewer lagoon is not looking healthy. Mayor Florang noted it may be possible the algae is turning. After much discussion, the council decided the maintenance men should watch the pond for two more weeks before taking any action.

2. Review and discuss changes to Hinckley Town Code

No discussion.

3. Water Treatment Plant

Maintenance employee Travis Johnson stated the piping in the treatment plant for the second source is nearly complete.

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

No discussion.

5. Mini Split Install, Restroom and Breakroom Update

No updates.

6. 24th of July – Town Celebration Planning

Mayor Brian Florang stated rodeo ticket prices will be \$5 per ticket, Rodeo Entry will be free for Children under 7 and Seniors over 70. Family night will be Friday, July 23 for \$20.00.

Mayor Florang asked the office to start advertising the celebration and events in the newspaper.

Clerk Tresa Martin asked for an allotment of \$500.00 for kid's game prizes and the council approved.

Mayor Florang said he would like to have a pie baking contest and the council agreed this would be a fun event. Mayor Florang will come up with rules for the pie contest and suggested prizes: \$50.00 for winning pie and \$25.00 for 2nd place.

Clerk Tresa Martin said she mailed out over 90 celebration sponsor request letters.

Mayor Brian Florang asked Tresa to check with Fire Chief Steve Thatcher to see if the Fire Department is interested in giving kids rides on the fire truck at the celebration.

The Council discussed entertainment for the celebration and Mayor Brian Florang stated he will contact Jayleen to see if she has plans for this year's Hootenanny. There was discussion of having local entertainment during breaks for Acoustic Echo. The council agreed they would like to come up with a plan to make this all work and keep traditional events going.

Mayor Florang suggested asking Miss Hinckley 1st Attendant Kennedy Christensen to sing the National Anthem at the park celebration and the Council agreed.

X. MISCELLANEOUS DISCUSSION

None.

XI. PAYMENT OF BILLS

Councilmember Tyrel Brown made a motion to accept the following purchase orders:

P.O. # 79515 to KJ Plumbing in the amount of \$1,450.00 for installing a water backflow prevention system at rodeo grounds.

P.O. # 79517 to IFA in the amount of \$649.94 for rodeo queen attendant buckles and jr. rodeo buckles.

P.O. # 79516 to KJ Plumbing in the amount of \$1,650.00 for installing a water backflow prevention system at the town park.

Councilmember Justin Rowlette seconded the motion to accept the purchase orders as read, all voted aye.

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

XII. ADJOURNMENT

Councilmember Tyrel Brown made motion to adjourn meeting at 8:19 P.M.
Councilmember Ray Searle seconded the motion, all voted aye.


Tresa Martin, Hinckley Town Clerk


Mayor Brian Florang