

**MINUTES OF THE REGULAR MEETING OF THE RUSH VALLEY TOWN COUNCIL
HELD ON MARCH 23, 2022 AT THE RUSH VALLEY TOWN HALL
52 SOUTH PARK STREET, RUSH VALLEY, UTAH
THE MEETING BEGAN AT 7:00 P.M.**

Mayor and Council Members Present: Pete Albrecht, Lacey Burrows, Dana Gardner and Jeremiah Harding

Appointed Officers and Employees Present: Doug Kinsman, Ensign Engineering and Patty Rowe, Clerk/Recorder

- 1. Pledge of Allegiance/Roll Call.**
- 2. Approval of Meeting Minutes for 01-26-2022.** Councilman Gardner made a motion to approve the meeting minutes from 01-26-2022. Councilman Albrecht seconded the motion. All present voted in favor and the motion carried.
- 3. Approval of Meeting Minutes for 02-23-2022.** Councilman Gardner made a motion to approve the meeting minutes from 02-23-2022. Councilman Albrecht seconded the motion. All present voted in favor and the motion carried.
- 4. Sheriff's Report.** Lieutenant Clinton reported that in the month of February there were six total details with one arrest and no significant incidents. Councilman Albrecht commented that we are seeing a lot of heavy truck traffic on the Mormon Trail. Lieutenant Clinton said that he would let the department know.
- 5. Presentation of Pre-Disaster Mitigation Plan by Bucky Whitehouse.** Bucky Whitehouse of Tooele County Emergency Services presented the updated version of the Pre-Disaster Mitigation Plan. The entire county plan is 432 pages, but he only provided Rush Valley's section. An analysis of all potential natural hazards was completed, and it was determined which risk factors are most likely for us to see the greatest level of damage. After the risk factors are assessed, mitigation strategies are then determined. One of the benefits to having the plan approved is that if we have a priority area that we would like to apply for a grant, we can refer to this document and hopefully receive funding. Tooele City is receiving a grant for over \$680,000 to put in backup generators in all their well sites. Grantsville City applied for a grant to install headgates in Baker Canyon to control floodwaters during spring runoff. Utah is receiving \$250 million in mitigation grants and Bucky would like to help us receive some of these funds. Another benefit of the plan is that if we have a disaster, we could receive federal funding with this approved plan in place. In addition to the paper copy we received, there is an interactive version on the Tooele County Emergency Management website and Bucky encouraged us to look at the detail on that version. One of the challenges in Tooele County right now is severe weather. Bucky said that there is a faultline on the interactive map that goes through the town hall and the report predicts what type of damage could be done in the event of an earthquake. Mayor Johnson asked Bucky if he has

any suggestions on what we could do to mitigate some the risk factors. Bucky said we want to make sure our water systems are protected. An earthquake will happen eventually, wildfires are a risk, and drought is taking a bigger toll. Bucky said that from a mitigation grant perspective, he would focus on improvements to buildings, well sites, headgates, culverts crossing roadways, etc. Mayor Johnson said that we could use a generator at the town hall and the fire station. Councilman Albrecht has been asked to work with Bucky on this project.

Bucky Whitehouse also said that House Bill 96, which was just created, is looking for every municipal government to have an elected official to be named as their emergency manager. They also want every municipality to say that they are going to follow their county's comprehensive emergency management plan or create their own. The county is working with a contractor to help municipalities identify their greatest risks and how to handle them. This plan would say how we are going to shelter people, etc. Bucky said that he would come out and help us with creating a disaster scenario practice. We can also go into the TCEM building to work through a scenario with training. Councilman Albrecht encouraged us to set up a time once a month or quarter to go through a scenario so that we are prepared for a disaster. Mayor Johnson suggested that we schedule it for a Wednesday evening that we do not have a town meeting. Moving forward we need to prepare a resolution to adopt the Pre-Disaster Mitigation Plan and Bucky will work with Attorney Clegg on this. It will need to be officially adopted and recorded in the meeting minutes. Councilman Albrecht will set up a date to do a training session. Mayor Johnson asked to clarify that the emergency manager designee should be an elected or appointed position. He said that he has designated Councilman Albrecht for this position. There is no action tonight, but we will be ready with a resolution to adopt in the April meeting. Bucky will send the details of the grant process out to the town council.

- 6. Review and Consideration of Final Plat and Financial Guarantee on Kirk Estates, a Major Subdivision.** Doug Kinsman, Ensign Engineering said that the final plat has not yet been approved by Tooele County. Mayor Johnson asked Dustin Neil to present the financial end of completing the subdivision which includes installing culverts at each lot. Dustin said that he received a bid, but would prefer to do the work himself for a cheaper rate. Doug said to make sure that he does a deflection test to make sure that the culverts do not get crushed. There will be a final inspection. Mayor Johnson told Dustin that there are a couple of options as far as the financial guarantee goes. If they want to record the mylar, the town will bond 110% of the price of the culverts up front. The town will hold that money until the culverts are in and inspected. The town will then release 100% of the bond and hold 10% for one year. After one year, the culverts will be re-inspected to make sure they are still up to standard. After the inspection, the 10% will be released. The other option is for them to install the culverts first, but the mylar will not be recorded until the culverts are installed and inspected. After that there will be a 10% bond that will be held for one year. The bond will be based on the bid that Dustin received from the contractor, not what it cost Dustin to install because the town will have to hire a contractor if Dustin does not get them installed himself. Doug cautioned Dustin that the plastic pipe crushes very easily. Mayor Johnson said

that once the culverts are installed and inspected the mylars will be signed. He said that because it is difficult to get all the signatures at one meeting, Dustin can hand deliver the mylars for signatures. Councilman Albrecht made a motion to table the consideration of final plat and financial guarantee on Kirk Estates until the mylar is provided. Councilman Gardner seconded the motion. All present voted in favor and the motion carried.

Dustin asked for a status on his electrical permit and Doug told him that he needs to provide the plan from Rocky Mountain Power.

- 7. Approval to Spend ARPA Funds on New Chairs for Fire Station.** Councilman Gardner would like to buy some more comfortable chairs for the fire station that would be easier to clean. He got a quote for 20 chairs at \$719.60. Councilman Albrecht made a motion to approve spending ARPA funds on new chairs for the fire station. Councilman Harding seconded the motion. All present voted in favor and the motion carried. An agenda item to surplus the old chairs will be included in April.
- 8. Review and Approval of Quote to Update Furnaces in the Town Hall with ARPA Funds.** Councilman Gardner presented the quote that was received of \$9,902, which includes two furnaces, thermostats and labor. Mayor Johnson said that after talking with Bucky Whitehouse, he wonders if the furnaces could be included in a grant rather than using ARPA funds. It would make sense to include them in a grant because the town hall may be where we shelter in the event of a disaster. Councilman Albrecht will get with Bucky Whitehouse to discuss writing a grant. Councilman Gardner made a motion to table the review and approval of quote to update the furnaces in the town hall and look at other ways to fund it. Councilman Albrecht seconded the motion. All present voted in favor and the motion carried.
- 9. Consideration to Update and Revise Purchasing Policy.** Councilman Gardner requested that all members of the council read through the purchasing policy and make suggestions on how to improve it. Mayor Johnson said that Attorney Clegg needs to review it to make sure that the legal jargon is correct. He suggested that we look at some other town's purchasing policies. The purchasing policy has not been updated since 2010. On big ticket items like roads, we can advertise it, but cannot always get someone out here to do the work. Councilman Gardner made a motion to review the purchasing policy, make notes of updates and propose ideas at the April meeting. Councilman Albrecht seconded the motion. All present voted in favor and the motion carried.
- 10. Fire Department Report.** Councilman Albrecht said that we are going to have some fire issues and we need to be mindful of what we are doing around our places. He reported that all apparatus is in good shape.
- 11. Council Reports.** Roads – Councilman Harding said that he has started to lay some asphalt. Mayor Johnson said that the culvert could be replaced on Park Lane. Councilman Harding

said that he has five culverts that need some work including the one on the end of Johnson Lane. He has been getting some bids on new trucks to replace the plow truck. Councilman Harding asked Doug Kinsman to handle the permit for Bart Sagers to run a utility line across the road.

Cemeteries – Councilwoman Burrows said she started to do some spring cleanup at the cemeteries. She said there are seven graves in St. John and one in Clover that have sunken headstones and she wants to raise them. She is wondering the process for this. Can she remove the landscaping, does she have to get permission from families, etc. Out of courtesy, the families should be contacted, but if there is no family contact, the town can do what needs to be done.

Councilman Albrecht recommended that each month we add more concerning emergency management preparation ideas.

Parks - Councilman Gardner said he has to re-submit his recreation grants and has until the end of April. Mayor Johnson said that we need to include all of the many manhours that have been provided to the town on various projects. Councilman Gardner said that we need to re-visit working on the rodeo grounds again.

Mayor Johnson reported that the little red church has been worked on and we now need to look for some more money to continue the project. We are getting bids for windows and doors. We have applied for a grant from the county tourism board with Councilwoman Burrows as our spokesman. Now that the garage door has been replaced with a man door and the two windows have had the brick removed, we can pursue getting on the National Historical Registry, which will increase the stream of grant money. For perspective, the masonry work that was just done on the front of the building cost \$42,000. We still have to go all around the building, there are some foundation issues and windows, and also some doors that are bricked in. This is a very positive thing that is happening in our community.

Patty Rowe mentioned that she is working on the new town website and asked what kind of personal information for the council should be provided on the website. Should we set up Gmail accounts for each council member, as well as the Planning & Zoning Commission? There is currently only one email addressed attached to the town, along with the mayor's. Patty is going to get a cell phone for the town phone number and we can put that number on the website rather than council member's personal phone numbers.

Patty Rowe is going through all town ordinances starting in 1978, scanning them into a searchable electronic copy, and putting them in page protectors. Some of the older ordinances are on very thin parchment paper and need to be protected.

12. Safety Topic. Councilwoman Burrows presented the safety topic on ladder safety.

13. Payment of Bills. It was noted that the yearly fire truck payment was made this month for a total of nine payments. There is only one payment left. Councilwoman Gardner made a motion to pay the March bills as written. Councilman Albrecht seconded the motion. All present voted in favor and the motion carried.

14. Public Comments. Holli Harding said that she is in charge of the activity boys (ages 8-12) for the Rush Valley Ward. She asked if there are any service projects that the boys can work on. Mayor Johnson said there is some easy cleanup over at the little red church that can be done. Councilman Harding and Councilwoman Burrows said that they can find some work for them to do as well.

15. Adjourn. Councilman Gardner made a motion to adjourn. Councilman Albrecht seconded the motion. All present voted in favor and the motion carried. The meeting ended at 8:45 p.m.