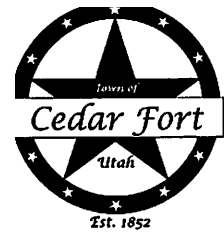


Town of Cedar Fort
Town Council Regular Monthly Meeting Minutes
Thursday, June 09, 2022, at 6:00 p.m.
Town Hall, 50 East Center Street, Cedar Fort, Utah 84013



Regular Meeting Agenda

- 1. Call to Order; Roll Call; Pledge of Allegiance; Prayer/Thought**
- 2. Prior Meeting Minutes**
- 3. Budget Review/Town Bills**
- 4. Reports from Police; Fire; Water; Treasurer; Clerk; Sexton; Planning Commission**
- 5. Reports from Council Members**
- 6. Amend Fiscal Year 2021 through 2022 Budget**
- 7. Town Budget for the Fiscal Year 2022 through 2022**
- 8. Town Budget for the fiscal Year 2022 through 2023**
- 9. Lyon Building Variance**
- 10. RFP for Multiple Town Contractors**
- 11. Sheriff's Contract**
- 12. CBDG Interlocal Agreement**
- 13. Water Right Acceptance**
- 14. Adjourn**

THE PUBLIC IS WELCOME TO ATTEND ALL TOWN PLANNING AND ZONING MEETINGS.

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations for this meeting should notify the Town Clerk (Cara Lyon 801- 768-2147 or clerk@cedarfort.town) at least 24 hours prior to this meeting.

Posted this ____ day of January 2022 at ____ AM/PM By: _____

**Town of Cedar Fort
Town Council Regular Monthly Meeting Minutes
Thursday, June 09, 2022, at 6:00 p.m.
Town Hall, 50 East Center Street, Cedar Fort, Utah 84013**



APPROVED

Time: 6:12 p.m.

Town Council Members Present: Mayor Wyatt Cook and Councilman Brad Norris

Town Council Present Zoom: Councilwoman Laura Ault, Councilman Rett Messersmith, and Councilman Jed Berry (arrived late)

Town Council Member Absent: N/A

Town Employees Present: Town Treasurer Angie Gurney, Town Clerk Cara Lyon

Visitors Present: Deputy Garrett Dutson

Visitors Present via Zoom: Lori Adams, Tyson Jewkes, Weston iPhone, and Ashley Cook

1. Call to Order, Roll Call; Pledge of Allegiance; Prayer/Thought

Deputy Dutson led the Pledge of Allegiance and Councilman Norris provided invocation.

2. Prior Meeting Minutes

Councilwoman Ault moved to approve the March 24, 2022, meeting minutes with corrections.

Councilman Norris seconded.

Councilman Norris:	Yea
Councilman Berry:	not in attendance currently.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the March 24, 2022, meeting minutes with corrections.

Councilwoman Ault moved to approve the April 28, 2022, meeting minutes with corrections.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	not in attendance currently.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the April 28, 2022, meeting minutes with corrections.

Councilwoman Ault moved to approve the May 26, 2022; meeting minutes as presented.

Councilman Norris seconded.

Councilman Norris:	Yea
Councilman Berry:	not in attendance currently.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the May 26, 2022; meeting minutes as presented.

Councilwoman Ault moved to approve the May 15, 2022; public hearing meeting minutes as presented.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	not in attendance currently.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the May 12, 2022; public hearing meeting minutes as presented.

Councilwoman Ault moved to approve the May 12, 2022; regular monthly meeting minutes as presented.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	not in attendance currently.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the May 12, 2022; regular monthly meeting minutes as presented.

3. Budget Review/Town Bills

Councilwoman Ault moved to approve the invoice register for May 2022.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	not in attendance currently.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the invoice register for May 2022.

4. Reports from Police; Fire; Water; Treasurer; Clerk; Sexton; Planning Commission

Police:

Deputy Dutson provided his report for the month of May. We had 16 calls that came through our dispatch center from residents. We had one animal complaint, one motorist assists whom locked their keys in their vehicle, child abuse case, assistant contact, disorderly, follow up, one medical call that came in as a full arrest, which means this person is not breathing, one harassment, one loud noise, one sex offense, one threat, two traffic offenses, one trespassing and one vehicle check.

Fire:

Not in attendance.

Councilwoman Ault provided an update. We met today, I have all the reports back to January, just one or two calls here and there, mostly, calls, accidents. Probably some of the similar ones as the law enforcement; brush fire, the fire investigation in Fairfield and a drug offense. She did receive the gas receipts. She also received an envelope full of cash and possibly checks from the Fireman's July 24th breakfast, 2021.

She brought up irrigation water and believes someone's been messing with the valves on the North Spring. When it was their irrigation turn a couple of days ago, there was no water. She believes someone is turning the knob at the North Spring to prevent water running to the South Spring. This should not be happening. She brought up possibly placing a camera up on both springs for security purposes. The irrigation water is now set back to where it's supposed to be the other day.

Water:

Nothing to report.

Treasurer:

We have our budgets ready. The one for this fiscal year 2021 through 2022, we just made minor changes. There wasn't anything major to it other than we did transfer some money over to the Enterprise Fund, because we are paying for the water assessment. Enterprise account was budgeted for approximately \$43,000 for new water connections and we just simply didn't have that money this fiscal year 2021 through 2022. She finalized the budget for fiscal year 2021 through 2022 to be voted later on the agenda tonight.

Clerk:

She has been working with the Utah County Elections Office and she has contacted the Cedar Valley Postmaster to ask if we could have our Cedar Valley Ballot Box placed on the shelf their so people can drop off their ballots due to the fact, we don't have full time staff here at Town Hall. The Postmaster indicated this would be ok. This Ballot Box is for Cedar Fort, White Hills, and Fairfield. The Utah County Elections Office will be doing weekly pickups for this year's upcoming elections.

She did email out two separate invoices to Fairfield and followed up with their town clerk who indicated these checks will be mailed out next week for the Cedar Valley Fire Departments Annual Dues. These checks will be for this fiscal year 2021 through 2022 and the upcoming fiscal year 2022 through 2023.

She had received an email from the Jeavon Family regarding their Minor Subdivision Application that was approved a couple months ago. They have had their Title Company draw up the proper wording for this document to be filed with the Utah County Assessor's Office. They were going to come in tonight so both myself and Mayor Cook could sign, however, I do not see they are here.

Sexton:

Not in attendance.

Planning:

Not in attendance.

5. Reports from Council Members

Councilman Norris:

He indicated the garbage contract is signed for five-year term.

We also received the additional recycle bin, so the Town has two total. However, he noticed the new recycle bin was placed outside right here by the school's recycle bin, he will call and have their new recycle bin moved around the corner where the Town's current recycle bin is located.

He is also working with residents who have quite a large amount on their Town Utilities and see if there is something they can agree upon for these amounts to be paid.

Councilwoman Ault:

She spent some time on the phone with Tyson Jewkes from Ensign Engineering yesterday and he is on the Zoom meeting right now and asked if Tyson could provide the information they discussed for her report. All members agreed.

Tyson Jewkes provided a short update on the grants he and Councilwoman Ault have been working on for the Town's new water system. He has not heard back from ARPA yet. He discussed other avenues for submitting additional grants. He suggested applying for a grant with the Division of Drinking Water and USDA. He still feels the best interest for the Town would be to wait and hear from ARPA, but in the meantime it won't hurt to look into other options.

Councilman Messersmith:

Nothing to Report.

Councilman Berry:

He would like to see the Right to Farm Ordinance that the Planning Commission is working on to be its own ordinance and not part of the "Land Use Ordinance." Mayor Cook indicated he will reach out to Chairman Anderson and discuss this with him.

We now have a Cemetery Committee formed and looking forward to having their first meeting. He understands that these meetings will need to follow the Open Public Meetings Act according to Utah Statute. He asked if Clerk Lyon would be interested in taking the meeting minutes? Clerk Lyon replied she would be happy to help in anyway.

Mayor Cook:

He indicated that a resident had booked the park and received the payment that was provided to Treasurer Gurney. We had Treasurer Gurney's boyfriend/husband volunteer and mowed the grass at the Town Park. He let council know that the Groundskeeper we had did resign and we will be posting for this position.

He signed the contract for the internet at the Recreation Center. They generated a work order, so, we should have internet set up there shortly. They honored the \$50 a month rate, that's their residential rate and they were quoting us commercial rates with all those higher prices, if we run into issues, we can discuss increasing this fee in the future.

He let Councilman Berry aware the drinking fountain at the park is broken and a toilet needs to possibly be replaced as well. Valley Plumbing is the company the Town used when installing new toilets at the Recreation Center. Councilman Berry indicated he will reach out to Valley Plumbing and see when they would be available to come out for a bid.

6. Amend Fiscal Year 2021 through 2022 Budget

Councilman Norris moved to amend and approve the Fiscal Year 2021 through 2022 Budget.

Councilwoman Ault seconded.

Councilman Norris:	Yea
Councilman Berry:	Yea.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to amend and approve the Fiscal Year 2021 through 2022 Budget.

7. Town Budget for Fiscal Year 2021 through 2022

Councilman Norris moved to approve the Fiscal Year 2021 through 2022 Budget.

Councilman Berry seconded.

Councilman Norris:	Yea
Councilman Berry:	Yea.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the Fiscal Year 2021 through 2022 Budget.

8. Town Budget for Fiscal Year 2022 through 2023

Councilman Norris moved to approve the Fiscal Year 2022 through 2023 Budget.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	Yea.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve Fiscal Year 2022 through 2023 Budget.

9. Lyon Building Variance

The Lyon Family's building permit had previously been turned in and there was some oversight on it by the town and the inspector. This lot is a quarter acre lot that was grandfathered in a few years ago when the Town placed in their Land Use Ordinance to only accept half acre lots. The Lyon Family has a letter from a former Mayor indicating this is a buildable lot. However, they are required to follow the current ordinance on setbacks. The current setback for a half-acre lot is 30 feet in the front, 30 feet in the rear. So, it was missed on the plans by the town and the inspector that they have 20 feet in the front and 40 feet in the back. There is an option that we can just do a variance and allow them to move forward or if not, they have to redo the plan, re-file everything and start over.

Councilman Norris asked where the 30 feet for the front would be measured from? Councilwoman Ault

indicated it should be measured from the property line. Mayor Cook mentioned he did measure from the property line and there was approximately an 8-foot difference.

The council members discussed amongst themselves on the parameters of building a home in Town. They discussed the checklist that both the council member over building should be reviewing when these applications were turned in. They also discussed the inspection needs to be done through Ensign Engineering since they voted for this Engineering Firm to do the Town's inspections in the later part of 2021. The members agreed to allow the Lyon Family to move forward with their building since it was an oversight on the Town and to have a letter placed in their file stating their decision as the Council.

Mrs. Lyon thanked the Town for the discussion and will have Ensign Engineering do their inspections moving forward on their residential home.

10. RFP for Multiple Town Contractors

Councilwoman Ault indicated while she was doing building permits the biggest pushback would be that there was only one contractor in place to do the water connections and so, the idea here is that the town would accept three to four contractors and then, when there's water connections or other things that the town's going to do, if it's the town we can get bids or if it's the person building a house would be able to go to these three or four contractors and get bids and go with whatever one they're the most comfortable with and it would also take it out of the town's hands. So, right now we collect the fee and then, we pay the town contractor.

The council members discussed this option further from emergency situations where a pipe broke, installing new PRV valves, new water connections, new water lines, etc. They discussed possibly having all contractors provide a bid for these items discussed and choosing which one would be in the best interest for the Town. Along with having an emergency and having the contractors living within a certain mile radius so if there was a pipe break, someone would be able to respond within a timely manner.

Councilwoman Ault moved to adopt the RFP for Multiple Town Contractors.

There was no second.

The motion failed.

11. Sheriff's Contract

Mayor Cook indicated we need to sign a new contract with Utah County Sheriff. The rate went up to \$75 an hour with a 4% increase every July 1st and this is a four-year contract.

Deputy Dutson provided additional information to clarify this new contract. The contract is for an officer to patrol for approximately seven hours a week. If there was like a major incident within the Town and more officers that came in to assist. For example, if there was an incident that had officers within the Town for approximately 20 to 30 hours of manpower in one week. The Town will not be charged for the additional hours, Utah County will be responsible for paying for these additional hours.

Councilman Berry moved to approve the new Utah County Sheriff Contract.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	Yea.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea

Mayor Cook: Yea

The motion passed to approve the new Utah County Sheriff Contract.

12. CBDG Interlocal Agreement

Mayor Cook indicated this was originally signed in 2016 and expires on June 30, 2022. There are small changes in verbiage.

Councilman Norris moved to approve the CBDG Interlocal Agreement.

Councilman Berry seconded.

Councilman Norris:	Yea
Councilman Berry:	Yea.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to approve the CBDG Interlocal Agreement.

13. Water Right Acceptance

Council members discussed accepting area 54 as a whole for water rights to place in their Town water system or keep it as area 54 west. They discussed the pros and cons and noting that in the current Town Ordinance for the water it does not specifically indicate are 54 west. Mayor Cook asked if they should have a Public Hearing and move forward in proposing Area 54 as a whole or update their current Ordinance as it is with the correct verbiage for area 54 west.

After discussion, Mayor Cook indicated he will begin drafting the Ordinance and have a public hearing on this water right acceptance in the next month or two.

14. Adjourn

Councilman Norris moved to adjourn.

Councilman Messersmith seconded.

Councilman Norris:	Yea
Councilman Berry:	Yea.
Councilman Messersmith:	Yea
Councilwoman Ault:	Yea
Mayor Cook:	Yea

The motion passed to adjourn.

Meeting adjourned at 7:39 p.m.