

HONEYVILLE CITY COUNCIL MEETING NOTICE & AGENDA

Notice is hereby given that the **Regular Meeting** of the **Honeyville City Council** will be held on **Wednesday October 12, 2022 at 7:00 p.m.** in the Honeyville City Hall. Times listed are approximate. The City Council reserves the right to move the order of the agenda for the convenience of the general public and the Council. If you have an interest in any topic on the regular agenda, please be in attendance at 7:00 p.m.

- 7:00 - 7:05 **Call to Order** – Mayor Boyd Bingham
Invocation & Pledge of Allegiance – Trevor Gardner
Conflict of Interest
- 7:05 - 7:15 **Public Comment Period** – Comments will be listened to with no action taken. Items needing action will be placed on next month's agenda by request. Individuals will be given 2 minutes to comment.
- 7:15 - 7:25 **Planning Commission Report** – Kenny Funk
A. **Public Hearing Recommendation for Proposed Rezone**
 A-5 to RR: Parcel #004-024-0053
B. **CUP – William Anderson Recommendation**
- 7:25 - 7:40 **City Administration** – Mayor Boyd Bingham
Discussion Items:
A. **Fire District Contract**
B. **Complaint Process**
C. **Employee Handbook**
D. **Rich Shaw Road**
E. **Reconcile Bank Statement** – David Hougaard

Action Items:
A. **Pinnacle Group/Chlarson Rezone from A5 to RR**
B. **CUP Application** – William Anderson
C. **North Well Gas Chlorination Project**
D. **Recommendation of Award for Hwy 38 Water Line, 6000 N. – 6300 N.**
E. **City Council Work Meeting Minutes** – 09/14/22
F. **City Council Regular Meeting Minutes** – 09/14/22
G. **Check & Deposit Details** – 09/01/22-09/30/22
- 7:40 - 7:50 **Public Health & Safety / Buildings & Equipment** – Councilmember David Hougaard:
- 7:50 - 8:00 **Parks & Cemeteries/Youth City Council**– Councilmember Trevor Gardner
- 8:00 - 8:10 **General Community Events / Planning Commission** – Councilmember Kory Wilde
- 8:10 - 8:20 **Water Systems & Drainage** – Councilmember Bruce Nelson
- 8:30 - 8:40 **Streets & Roads / Mosquito Abatement / City Communications**
 – Councilmember Dale Millsap

CLOSED MEETING

Adjournment

Posted on honeyvillecity.org, Utah Public Notice Website, at City Hall and at the Honeyville City Post Office: October 12, 2022.

INTERLOCAL COOPERATION AGREEMENT

FIRE EQUIPMENT LEASE AGREEMENT AND FIRE PROTECTION SERVICES AGREEMENT

As of January 1, 2013

Honeyville City, Utah (the "City") and the Central Box Elder Fire Special Service District, Utah (the "District") (collectively, the "Parties") enter into this Interlocal Cooperation Agreement (this "Agreement") as of the date written above pursuant to the provisions of the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended (the "Act").

PREAMBLE

- A. The Act permits public agencies, including the Parties, to make the most efficient use of their powers by enabling them to cooperate with other public agencies on the basis of mutual advantage and to more efficiently provide facilities, services, and improvements to the general public.
- B. The City Council of the City has determined that entering into this Agreement will promote the general welfare of the City and its residents.
- C. The District has determined that entering into this Agreement will promote the general purposes for which the District exists.
- D. Each of the Parties has determined that it is in the best interest of the respective Parties that the Parties agree to permit the District to provide fire services to the City.
- E. The District should be able to access the tax base in unincorporated Box Elder County, which will reduce the cost of fire protection for the City and throughout the District.

AGREEMENT

In consideration of the mutual promises exchanged, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the Parties agree as follows:

Section 1. Purposes. This agreement serves two purposes. The first purpose of this Agreement is to permit the City to lease certain fire equipment to the District. The second purpose of this Agreement is to permit the District to provide fire protection services to the City. This Agreement does not create an interlocal entity.

Section 2. City to Lease Certain Fire Equipment to the District. The City agrees to lease to the District, and the District agrees to lease from the City, all of the fire equipment owned by the City. The lease term will be for the duration of the Agreement, as provided in below.

Section 3. Lease Payments. The City acknowledges that the amount of the payment for fire protection services provided by the District is significantly less than the costs of the City to operate its own fire department. As partial lease payment the District agrees to pay the City an annual lease fee in exchange for the equipment leased by the City. The annual lease fee will be \$6,080. The District agrees that in the event the District purchases the equipment from the City, the purchase price for the equipment will be no less than the book value of the equipment purchased by the City, net of any

grants, as of October 1, 2009. The City accepts reduced costs for fire as the balance of its lease payment from the District. As described in the next section, the City is required to pay the District a service fee no less than quarterly in exchange for the District's agreement to provide fire services within the City. If the quarterly service fee to be paid by the District is greater than the quarterly service fee to be paid by the City, then the District will receive a quarterly credit equal to the amount of the quarterly service fee, and the District will be required to pay a quarterly lease fee to the City equal to the excess of the quarterly lease fee over the quarterly service fee, and the City will not be required to make any payments to the District. If, on the other hand, the quarterly lease fee is to be paid by the District is less than the quarterly service fee to be paid by the City, then the city will receive a credit equal to the amount of the quarterly lease fee, and the City will be required to pay a quarterly service fee equal to the excess of the quarterly service fee over the quarterly lease fee, and the District will not be required to make any payments to the City.

Section 4. District to Provide Certain Fire Services; City to Provide Payment. The District agrees to provide fire services to the City and the residents of the City. In exchange for the District's agreement to provide fire protection services, the City will pay the District an annual fee equal to \$46.00 per Equivalent Residential Unit ("ERU") (the ERUs to be calculated as discussed in the next Section) located within the City's boundaries. At this time the ERU's in the City are 445 for an initial annual fee of \$20,470.00. The annual fee shall be paid at least proportionately every quarter. The District agrees that all quarterly fees provided by the City will be used to pay for the provision of fire protection services within the District's boundaries. By entering into this Agreement the District is required to reasonably respond to all fire protection needs within the City.

Section 5. Calculation of ERUs. ERUs will be calculated based on the amount of residential homes and businesses, of all types and varieties, located within the City. The City is responsible for calculating the number of ERUs located within the City. A business structure may be deemed to consist of more than one ERU based on square footage, height, activity, etc. Residential out buildings may also be deemed to consist of one or more ERUs. The City may use any accurate and current source for calculating total ERUs. The City must recalculate the City's ERUs every two years.

Section 6. Payments by the City or District. Depending on the amount of quarterly service fee and the quarterly lease fee, the City or District agrees to pay the required quarterly fee to the other party by the 15th day of each quarter. If the City is required to make payments and is ever more than 10 days late on a quarterly payment, the District will not be obligated to provide fire protection services within the City until the City brings its account current by making all required payments, plus interest, if any. Alternatively, if the District is required to make payments and is ever more than 10 days late on a quarterly payment, the city will not be obligated to provide the leased equipment to he District until the District brings its account current by making all required payments, plus interest, if any. Quarterly fees not paid within 10 days of the due date will bear simple interest, beginning on the 11th day after the due date, at the annual rate of 12%.

Section 7. No Reimbursement Agreement. The Parties agree that any services provided by the District under this Agreement will be provided solely in exchange for the quarterly fee paid by the City to the District and a quarterly lease fee paid by the District to the City. The District agrees that the City will not be required to reimburse the District for any expenses beyond the quarterly fee. The City agrees that the District will not be required to reimburse the City for any expenses beyond the quarterly lease

fee. The City is not obligated to pay for any fire protection services in advance of the year in which those services are provided.

Section 8. District Liable for Damages. Subject to Paragraph 9, the District agrees that it will be fully and solely liable for all damages caused by the District's provision of services under this Agreement, and the City will not be liable for any damages caused by the District's provision of services under this Agreement.

Section 9. Uniform, Non-Exclusive Service Area. The Parties acknowledge that the District's service boundaries include a portion of property not within the boundaries of the City, including portions of unincorporated Box Elder County and including other municipalities. The City agrees that the District's service area is not limited to the City's boundaries, but instead includes the full boundaries of the District. The District agrees to provide uniform fire protection services to all properties within the City, with no preference to any particular property.

The District reserves discretion as to the allocation of employees, equipment, facilities and other resources related to its provision of fire protection services. If there are multiple fires at a single time, the Fire Chief or other official in command at the time has discretion to exercise a reasoned judgment as to the attention given to each fire. The City waives any right to sue the Fire Chief or the District for any subjectively reasonable decision made as to the allocation of employees, equipment, facilities and other resources. Notwithstanding the foregoing, the City shall direct the staffing and operation of the fire equipment leased pursuant to this Agreement, such as directing where fire equipment is housed, and shall coordinate with the District Administrative Control Board. The City shall be responsible for all actions taken under the City's direction and control, despite anything else in this Agreement to the contrary.

Section 10. District Makes No Guarantees. The District makes no warranties or guarantees as to the District's ability to dispel any particular fire. This Agreement is an agreement to make fire protection services available and on call, and to provide those services when needed, but this Agreement does not include any additional warranties or guarantees by the District. The District will not be liable for any damage caused by a fire, so long as the District exerts a reasonable and good faith effort to dispel the fire.

Section 11. Agreement Term. This Agreement will remain in effect for 2 years from the date of execution. Before the expiration of that 2 year term, the Parties may agree to terminate this Agreement at least 6 months in advance by written authorization of the authorized representatives of each of the Parties. This Agreement may not be terminated orally.

Section 12. Property and Financing. This agreement does not relate to the ownership of any property, real or personal. Each Party will hold its own property. Each Party will be solely responsible for financing its expenses under this agreement. No budget is necessary under this Agreement. For example, the District will pay for expenses related to the leased equipment and its use, including items such as gasoline and training, while the City will pay expenses related to City buildings in which the equipment is housed and not expenses related to the leased fire equipment.

Section 13. Each Party to Maintain its Own Insurance. Each Party will maintain, in its discretion and at its own expense, its own insurance, if any, with respect to the subject matter of this Agreement.

For example, the District will pay for insurance related to the leased equipment, including workers compensation, while the City will pay for insurance related to City buildings in which the equipment is housed.

Section 14. Fire Chief to Act as Administrator. The Fire Chief of the District will act as the Administrator for purposes of the District's provision of the services authorized by this Agreement.

Section 15. Agreement to be kept on File. Each Party agrees that this Agreement will be filed with its keeper of records.

Section 16. City Representations. The City represents and warrants that it is a political subdivision of the State of Utah and is authorized to enter into the transactions contemplated by this Agreement and to carry out its obligations hereunder. The City represents and warrants that it has taken all actions required by law to approve and authorize the execution of this Agreement on behalf of the City.

Section 17. District Representations. The District represents and warrants that it is a political subdivision of the State of Utah and is authorized to enter into the transactions contemplated by this Agreement and to carry out its obligations hereunder. The District represents and warrants that it has taken all actions required by law to approve and authorize the execution of this Agreement on behalf of the District.

Section 18. District to Hold City Harmless. The District agrees to indemnify, defend and hold the City harmless for any damage, injury, lawsuit or other dispute arising out of the District's provision of fire protection services within the City.

Section 19. Assignment. Neither Party may assign any interest in this Agreement without prior written consent of the other Party. The terms of this Agreement will inure to the benefit of and be binding upon the respective representatives and successors of each of the Parties.

Section 20. Counterparts. This Agreement may be executed in several counterparts, any one of which will be regarded for all purposes as one original. Each Party agrees that it will execute any and all documents necessary to carry out the purpose of this Agreement.

Section 21. Entire Contract. This Agreement merges and supersedes all prior negotiations, representations and agreements between the Parties relating to the subject matter of this Agreement.

Section 22. Amendment. This Agreement may not be modified or amended except in writing, which writing must be signed by the authorized representatives of each of the Parties.

Section 23. Severability. If any provision of this Agreement is held to be invalid under applicable law, that provision will be ineffective to the extent of its invalidity or prohibition without invalidating the remainder of that provision or the remaining provisions of this Agreement.

Section 24. Governing Law. This Agreement is governed by the laws of the State of Utah.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the date written above.

HONEYVILLE, UTAH

By

Mayor

D. Forsgren

Attest:

City Recorder

Emily Ketsdner

[SEAL]



CENTRAL BOX ELDER FIRE SPECIAL SERVICE DISTRICT, UTAH

By

Chair

Robert Thayne

Attest:

Secretary

Emily Ketsdner

[SEAL]



POLICY 2015-01

**HONEYVILLE CITY
PERSONNEL POLICIES AND PROCEDURES**

ADOPTED BY CITY COUNCIL

August 12, 2015

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I. INTRODUCTION

1.1 Overview

This policies and procedures manual has been prepared as a general reference guide so that employees may better understand the privileges and responsibilities of being an employee of Honeyville City (herein "The City") and answer questions concerning the City and its employment policies. It is the responsibility of each employee to read and understand this manual. A copy is to be kept by each employee for reference. Upon leaving employment, the policy copy is to be returned to the City. From time to time as determined by the City Council, employees may receive updated information and policy changes. Questions regarding the policies and procedures herein are to be directed to the Mayor and City Council.

1.2 Disclaimer

- 1.2.1 This manual is designed for general information purposes only. It is not intended to create a contract or contractual rights, either implied or expressed, or to constitute a contract of employment between the City and any of its employees.
- 1.2.2 Employees of the City are responsible to read this manual, understand and familiarize themselves with its content and comply with the policies contained herein. Each employee will receive a copy of this manual to be returned to the City upon leaving employment.
- 1.2.3 No policies or procedures manual can anticipate every circumstance or question that may arise in the course of employment. Changing conditions may cause the City to modify one or more of the policies or procedures contained in this manual from time to time. The City reserves the right to revise, supplement or rescind any policies or procedures or any portion of the manual as it deems appropriate, in its sole and absolute discretion. When such a change is made, employees will be notified about the modified policy and provided a copy for inclusion with their copy of the policy.
- 1.2.4 Only the City Council has the authority to change the City's policies outlined herein, and any policy change must be approved by the City Council in writing. The copy of the manual that is kept in the office of the City is the official Personnel Policies and Procedures Manual for the City. It will take precedence over any outdated version of the manual should a conflict between the two occur. Any employee of the City who represents that City policy is different from that set forth in the official Personnel Policies and Procedures Manual is without authority to do so.
- 1.2.5 If any policy or procedure contained in this manual is determined to be contrary to law, the policy shall be modified so as to conform to the law.

1.3 At-Will Employment

- 1.3.1 **Purpose:** To clarify the City's policy regarding the at-will nature of the employment relationship between the City and its employees.
- 1.3.2 The City's employees are employed as employees-at-will, which means that no employee has any obligation to continue working for the City, and the City has no obligation to an employee for a fixed period of time or duration. Each employee is free to resign at any time, with or without cause, and with or without advance notice. The City similarly may terminate the employment relationship at any time, with or without cause, and with or without advance notice.
- 1.3.3 Nothing in this manual is intended or should be construed to create any expressed or implied promise or agreement by the City that any employee's employment with the City is for any specific duration or only may be terminated for good cause or after warnings have been given or progressive discipline has been imposed.
- 1.3.4 Any statement made and/or action taken by the City's officers, City Council members and/or Mayor which is inconsistent with the City's policy of "At Will" employment is unauthorized and should not be construed to create any expressed or implied promise or agreement by the City that any employee's employment with the City is other than "At Will".

II. EMPLOYMENT SELECTION POLICIES

2.1 Policy of Equal Employment

- 2.1.1 **Dignity and Equality:** It is the City's policy to respect the rights of all individuals regardless of the individual's race, color, religion, gender, national origin, age or disability. The City expects its employees to respect the dignity and equality of all people.
- 2.1.2 **Equal Employment Opportunity:** The City is an equal opportunity employer. As such, the City will consider individuals for employment, placement, advancement, compensation and other aspects of employment on the basis of their qualifications and ability to perform the job and without regard to race, color, religion, gender, age, national origin or disability. Discrimination against any qualified person in connection with his or her hiring, placement, training, promotion, compensation, other conditions of employment, layoff, transfer, discipline, demotion, or termination, based upon the person's race, color, religion, gender, national origin, age or disability is prohibited.
- 2.1.3 **Qualifications:** A "qualified person" is a person who possesses the education, training, experience, skills, ability, moral character, integrity, disposition to work, reliability, adherence to reasonable rules and regulations and other job qualifications required by the City for the particular position in question.

- 2.1.4 **ADA:** The City adheres to the principals of the Americans with Disabilities Act ("ADA") and will provide accommodations to qualified individuals with disabilities in accordance with the requirements of the ADA. Applicants or employees requiring reasonable accommodations to perform the essential functions of their job shall submit a written request for accommodation to the Mayor. (See Appendix I) The City encourages individuals with disabilities to come forward and request accommodation.

2.2 **Policy Prohibiting Harassment**

- 2.2.1 **Harassment Prohibited:** This policy outlines the City's policy against harassment. The City intends to provide a pleasant and professional work environment that is free from intimidation, hostility or other offensive conduct that might interfere with work performance. Employees are prohibited from engaging in any kind of harassment, including sexual harassment, racial harassment and any other types of harassment. Harassment in any form – verbal, physical or visual – will not be tolerated and any employee who engages in such activity will be subject to disciplinary action up to and including immediate termination from employment.
- 2.2.2 **Sexual Harassment Prohibited:** Unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, or (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment. Sexual harassment includes, but is not limited to, the following:
- (a) Unwelcome or offensive sexual advances, flirtation, innuendoes or propositions;
 - (b) Unwelcome or offensive physical contact or conduct of a sexual nature including, without limitation, any unwelcome or inappropriate touching, hugging, patting, pinching or brushing against another's body;
 - (c) Sexually oriented, sexually explicit or sexually suggestive jokes, pranks, sounds, gestures or other verbal comments, including sexual, demeaning or degrading comments about an individual's body;
 - (d) Sexual or degrading words used to describe an individual or foul or obscene language; and/or
 - (e) The displaying in the work area of pornography or other sexually explicit or suggestive pictures, photographs, signs, jokes, cartoons, calendars, objects or materials.
- 2.2.2.1 No employee shall threaten or insinuate either explicitly or implicitly that an employee's refusal to submit to any sexual advance will adversely affect the employee's employment, evaluation, wages, advancements, assigned duties, assigned shifts or any other condition of

employment or opportunity for career advancement. No employee shall subject any other employee to any hostile work environment involving unwelcome or offensive sexual comments or conduct, as described above.

2.2.2.2 A dating or romantic relationship between an employee and the employee's supervisor is strictly prohibited.

2.2.3 **Racial Harassment Prohibited:** Racial harassment involves the use of derogatory or otherwise unwelcome or offensive racially-oriented jokes, comments, conduct or ethnic slurs or the display of derogatory or offensive racially-oriented signs, pictures or other materials. Racial harassment, in any form, is prohibited.

2.2.4 **Work Environment:** Other derogatory or offensive comments, conduct or display or use of materials involving religion, national origin, age, color or disability which creates an intimidating, hostile or offensive work environment is strictly prohibited.

2.3 Complaint Procedure

2.3.1 **Investigation:** It is the City's policy to promptly investigate all claims of discrimination and/or harassment, to maintain confidentiality in connection with its investigation of claims of discrimination and/or harassment to the extent possible, and to take appropriate action where an investigation confirms that discrimination and/or harassment has occurred.

2.3.2 **Employee's Responsibilities:** All employees are responsible for helping to assure that discrimination and harassment does not take place in the work place. An employee who believes that he or she has been discriminated against or harassed in the work place, or who has witnessed discrimination or harassment of another, should immediately report the matter to the Mayor or City Council (if the complaint is against the Mayor) in order that the matter may be investigated promptly and appropriate action taken. A written form is provided by the City for reporting an incident of discrimination or harassment.

2.3.3 **Disciplinary Action:** If the City investigation determines that an employee is guilty of discrimination or harassment of another employee, appropriate disciplinary action will be taken against the offending employee up to and including termination of employment.

2.3.4 **Retaliation Prohibited:** Retaliation or reprisal against any employee who has made a good faith complaint of discrimination or harassment in the workplace, has filed a charge of discrimination or harassment with any state or federal agency, has testified in an investigative proceeding or hearing pertaining to a charge or complaint of discrimination or harassment or has engaged in any other protected activity, is prohibited. If any employee believes that he or she is being retaliated against for making a good faith complaint of discrimination or harassment, for assisting in an investigation of discrimination or harassment, or for otherwise engaging in a protected activity, the employee should

immediately report the retaliation to the Mayor or City Council. The matter will be investigated promptly and the appropriate action will be taken.

- 2.3.5 **Discipline for Bad Faith Complaint or Lying:** If, after investigation of any complaint of discrimination or harassment, the City determines that the complaint of discrimination or harassment was not made in good faith or that an employee has provided false information regarding the alleged discrimination or harassment, knowing such information to be false, appropriate disciplinary action may be taken against the employee who filed the complaint in bad faith or who gave false information during the investigation.

2.4 Policy for Recruitment and Selection Criteria

- 2.4.1 **Existing Employee Preference:** The City may consider filling vacant positions with qualified applicants from its existing work force. The selection of individuals to fill vacant positions shall be based upon specific job-related skills, abilities, character, general competence (past performance), ability to work and relate with co-workers and the ability to relate to the goals and objectives of the City in a cooperative and productive manner and will not be based upon seniority alone.
- 2.4.2 **Employment Application:** All applicants must complete an employment application on the form provided by the City and provide such other information as may be required by the City. The City relies upon the accuracy of information contained in employment applications as well as accuracy of other information provided throughout the hiring process and employment. Any misrepresentations, falsifications or material omissions in the employment application or in any other information provided may result in the City's exclusion of the individual from further consideration for employment, or if the person has been hired, termination of employment.
- 2.4.3 **Background Checks:** To ensure that applicants for employment with the City are well qualified and have a strong potential to be productive and successful, the City may conduct a background check of an applicant and make inquiries of the applicant's employment and personal references. Each applicant must consent to the release of information necessary for the City to conduct the described background check. An applicant will not be informed as to which reference(s) was contacted or what information the City received from the reference(s), unless otherwise required by law, regardless of whether the applicant was hired by the City.
- 2.4.4 **Medical Examination:** An offer of employment to an applicant may be contingent upon, among other things, satisfactory results of a pre-employment medical examination that may include alcohol and drug screening, conducted by an agency designated by the City and the determination by the City and its examining agency's physician that the applicant is capable of performing the responsibilities of the position to be offered.

- 2.4.5 **Nepotism**: The City may employ persons who are related. No employee can have supervisory authority over a relative. Relatives are defined as parent, sibling, spouse, child, in-law, aunt, uncle, niece, nephew, grandparent, grandchild, or member of household. Persons related to the Mayor or City Council will not be hired as full-time employees of the City. An employee may not recommend a related employee for promotion or have direct responsibility for the related employee's employment.

2.5 Orientation

- 2.5.1 **Orientation Program**: During the first few days of employment, employees will receive important information regarding the performance requirements of their position, basic City policies, compensation, benefits and other information necessary to acquaint the employee with City employment and job requirements. All new employees will be required to complete and sign paperwork including a W-4 Form, I-9 Form, insurance forms and other such forms as required by the City or applicable law.

2.6 Employee Records and Personnel Files

- 2.6.1 **Custody of Records**: The Mayor will be the custodian of employee records. All employee records shall be confidential and classified and accessed only as provided by the Government Records Access and Management Act, Title 63G, Chapter two of the Utah Code, ("GRAMA").
- 2.6.2 **Review by the Employee**: Within a reasonable time after receipt by the Mayor of a written request from an employee to review their personnel file, the employee shall be permitted to review his or her file during regular business hours and may obtain a copy of any document in his or her personnel file.
- 2.6.3 **Copies**: The right to examine and copy documents in an employee's personnel file pursuant to this policy is subject to the GRAMA.
- 2.6.4 **Employees to Provide Notice of Changes**: It is important that the City's employee records are current and accurate. Employees are responsible to notify the Mayor of any changes in the employee's name, address, emergency contacts, phone number, dependent status, payroll deductions or any other change that may affect insurance, social security, income tax deductions, other benefits, work availability or notification of relatives in an emergency. Any change in an employee's position, rate of pay or employment status shall be documented by the Mayor in written form and placed in the employee's personnel file.

III. POLICIES FOR CLASSIFICATION AND COMPENSATION

3.1 *Classification of Employment*

3.1.1 **Employee Classification:** For the purpose of salary administration and eligibility for overtime payments and employment benefits, the City classifies its employees as follows:

- (a) *Full-time Employee:* Full-time employees are exempt status employees or non-exempt employees who are regularly scheduled to work 40 hours per week. These employees are eligible for full benefits including holiday pay, retirement programs, and paid time off from date of hire.
- (b) *Part-time Employee:* Part-time employee are non-exempt employees who are generally scheduled to work thirty (30) hours per week or less on a regular basis. Part-time employees do not receive any benefits.
- (c) *Non-Exempt Employees -* Employees who are paid on an hourly basis or who do not work in a bona fide executive, professional or administrative position are not exempt and it is required these employees be paid overtime compensation at the rate of one and one half times their regular rate of pay for all hours worked beyond forty hours in a work week, in accordance with applicable federal wage and hour laws.
- (d) *Exempt Employees -* Employees who are exempt from overtime pay and reporting requirements of the Fair Labor Standards Act. Salaried employees who work in a bona fide executive, professional or administrative position are typically exempt.

3.2 *Performance Review*

3.2.1 **Initial Evaluation Period:** All employees will undergo a six (6) month evaluation period commencing with the first day of employment. The evaluation period is intended to give new employees the opportunity to demonstrate their ability to achieve a satisfactory level of performance and to determine whether the new position meets their expectations. The City will use this period to evaluate the employee's capabilities, work habits, attitude, quality of work, ability to get along with others and overall performance. During this period, the employee and the City will have the opportunity to decide whether the employee is right for the position and whether the position is right for the employee.

3.2.2 **Extension of Initial Evaluation Period:** Any absence, or other reason, may result in an extension of the initial evaluation period. If the City determines that the designated evaluation period does not allow sufficient time to thoroughly evaluate the employee's performance, the evaluation period may be extended for a specified time.

- 3.2.3 **Initial Evaluation**: At the end of the initial evaluation period, the Mayor will conduct a performance evaluation with the employee. If the employee's performance does not meet the City's standards, the employee may be terminated at that time. If the employee's performance is satisfactory, continued "at-will" employment may be offered by the City to the employee. There may or may not be a wage or salary adjustment at the end of the initial evaluation period at the discretion of the Mayor. At all times, both before and after completion of the initial evaluation period, the employee's relationship with the City shall remain "at-will" and the City shall retain the right to terminate employment with the City at any time, with or without cause, and with or without advance notice.
- 3.2.4 **Regular Evaluations**: To ensure that employees perform their job to the best of their abilities, it is important that they be recognized for good performance and that they receive appropriate suggestions for improvement when necessary. Consistent with this goal, the Mayor will evaluate employee performance on a regular, ongoing basis.
- 3.2.5 **Open Door Policy**: The City promotes an open-door policy to encourage an employee to discuss job related questions and concerns with the Mayor as necessary. If an employee is uncomfortable raising a particular issue with the Mayor, the issue may be taken to the City Council. The Mayor or the employee may request this involvement. The employee is responsible for arranging a convenient time to meet with the appropriate person. The employee must be prepared to present the issue clearly and completely in a constructive and timely manner and provide relevant documentation at the meeting. A decision of the Mayor may be appealed to the City Council. Involvement of the City Council and/or appeals concerning issue resolution shall be documented and placed in the employee's personnel file.

3.3 Salary and Wage Administration Programs

- 3.3.1 **Competitive Pay**: To attract and retain high quality employees, the City endeavors to pay salaries and wages that are competitive with those paid by other small, local, municipalities.
- 3.3.2 **Total Compensation**: An employee's total compensation from the City consists of salary or wages and various benefits that are offered including retirement plans as described in a later section of this manual.
- 3.3.3 Questions and inquiries regarding an employee's individual salary should be directed to the Mayor.

3.4 Work Hours and Attendance

- 3.4.1 **Work Week**: The City's work week begins on Sunday morning immediately after midnight and runs seven consecutive days, through midnight of the following Saturday, to insure adequate employee coverage. The regular work

week for all full-time employees is forty hours. Work hours and appropriate breaks for employees who are not full-time, will be established by the Mayor. Some employees may have regularly scheduled weekend and holiday work days.

- 3.4.2 **Attendance**: Regular attendance and punctuality are essential to performing quality work and providing quality service to customers. The City depends on its employees' regular attendance and punctuality. Employees are expected to be in attendance at their work location and ready to work at the beginning of their assigned shift and are expected to continue working in their area until the end of the assigned shift except for authorized breaks.
- 3.4.3 **Absence or Tardiness**: If an employee is going to be late to work or absent from work because of sickness, injury or an emergency situation, the employee is required to notify the Mayor as soon as possible. Notification must be given as soon as possible thereafter. Failure to do so may result in disciplinary action.
- 3.4.4 **Excessive Absenteeism or Lateness**: Any unexcused tardiness or unauthorized absence may subject an employee to disciplinary action, up to and including immediate termination of employment. Any employee who is absent for three (3) consecutive work days without authorization or notification shall be deemed to have resigned.

3.5 Recording Work Hours

- 3.5.1 **Procedure**: It is the policy of the City to comply with applicable laws that require records to be maintained of the hours worked by every employee. To ensure that accurate records are kept of the actual hours worked (including overtime hours when applicable and leave accumulated) and that employees are paid in a timely manner, each employee is required to record his or her time worked and absences on the City's official time form. This form should be completed daily by each employee. At the end of the pay period, the form is signed by the employee and forwarded to the Mayor. After reviewing the form and resolving any discrepancies, the Mayor will sign the form and submit it for payroll processing. Employees are responsible for their own time recording and may not record any time for any other employee.
- 3.5.2 **Accuracy**: Each employee is expected to ensure that his or her actual hours worked and leave time taken are recorded accurately. Falsification of a time record is a breach of City policy and is grounds for disciplinary action including termination of employment.

3.6 Regular Pay Procedures

- 3.6.1 **Pay Days**: City employees are paid every two weeks. There are 26 pay periods per year and pay day is every other Friday. If a scheduled pay day falls on a City

observed holiday, pay day will usually be the last regular working day preceding the holiday or as determined at the discretion of the Mayor.

- 3.6.2 **Status Changes:** All salary, wage and status changes shall become effective on the first day of the pay period following the change of salary, wage or status.
- 3.6.3 **Mandatory Deductions:** The law requires the City to make certain deductions from every employee's compensation. These include Federal Withholding Tax, State Withholding Tax; Social Security and Medicare (FICA) taxes, Utah Retirement Systems withholding and any amounts subject to garnishment.
- 3.6.4 **Statements:** The employee will be provided with a statement attached to the paycheck showing the amount earned (gross pay), deductions taken, amount of the check, vacation, holiday and sick leave taken and accruals of leave. Employees should retain the statements for their records. Employees are expected to report mistakes in the statements immediately to the Mayor. The Mayor will be able to answer questions regarding the pay statement, deductions and calculations.

3.7 Overtime Pay Procedures

- 3.7.1 **FLSA:** It is the policy of the City to comply with the Fair Labor Standards Act of 1938 ("FLSA"), as amended. The Mayor is responsible for ensuring the compliance of the City with the FLSA.
- 3.7.2 **Overtime and Non-Exempt Employees:** Employees classified as non-exempt will receive compensation for the approved overtime work as follows: Any time worked in excess of 40 hours in any one work week will be considered overtime. For the purpose of calculating overtime, the workweek normally begins at 12:00 a.m. on Sunday and ends at midnight of the following Saturday, unless designated otherwise because of varying shifts.
- 3.7.3 **Overtime to be Minimized:** The Mayor will organize workloads to minimize overtime by adjusting staffing or work schedules when necessary. However, from time to time the needs of the City make it necessary for employees to work more than they generally are scheduled to work. Employees are required to be available to work overtime hours as necessary as a condition of continued employment.
- 3.7.4 **Overtime must be Authorized:** All overtime worked must be specifically authorized in advance by the Mayor. No employees may authorize overtime for themselves. The only exception allowed is for a bona fide emergency situation when overtime is unavoidable and the Mayor cannot be contacted for approval. The Mayor is expected to attempt to provide reasonable notice to an employee when the need for overtime work arises. However, advance notice may not always be possible.
- 3.7.5 **Overtime Period:** As required by law, overtime compensation is based on actual hours worked and therefore, only hours actually worked in any one workweek will be used in calculating overtime. Time for which an employee is paid but for which no work is performed, such as paid holidays or absences

covered by leave or other absences will not be counted as hours worked in calculating overtime.

- 3.7.6 **Rate of Pay:** Non-exempt, full-time employees will be paid at the rate of one and one-half times the regular rate of pay for the hours actually worked in excess of forty (40) hours during a workweek.
- 3.7.7 **Exempt Employees Ineligible:** Individuals in exempt classifications are paid a regular salary which is not based on the number of hours worked. Exempt employees who work in a bona fide executive, administrative or professional position are not entitled to overtime compensation under federal wage and hour laws and will not receive overtime pay.

3.8 Holiday Pay

- 3.8.1 **Rate:** If a regular hourly employee's shift falls on a recognized holiday or an employee with prior approval by the Mayor works on a recognized holiday even though the employee's shift does not fall on the holiday, a non-exempt employee will be paid the usual hourly rate for actual hours worked on the holiday and will be given the option of received compensatory time as provided in subsection 3.8.2 or of being paid for that time as holiday pay. (Example: an employee works on a holiday that he or she would normally have off with pay, the employee will either, at the employee's election, be paid double time for the time worked on the holiday or be paid straight time and also receive a compensatory day off.)
- 3.8.2 **Compensatory Time:** As an additional inducement for employees to work on holidays when called upon to do so, compensatory time will be offered to any employee (exempt or non-exempt) who is required to work on a holiday for the number of hours worked as provided in subsection 3.8.1.
- 3.8.3 **Accrual of Compensatory Time:** Compensatory time must be taken soon after it is accrued (preferably during the same week that it is earned). Any compensatory time not taken by the pay period following the pay period in which the compensatory time was earned will be lost.

IV. POLICIES FOR TIME OFF

4.1 Paid Time Off (PTO)

- 4.1.1 **Time Accrual:** The City grants annual PTO to its full-time employees. Part-time employees do not accrue PTO. PTO will not accrue during periods when an employee is on leave without pay. The amount of PTO to which an employee is entitled is dependent upon the employee's length of service as of the employee's anniversary date, up to the maximum hours in the following table:

Full-Time Employees

<u>Years of Service</u>	<u>Pay Period Accrual</u>	<u>Annual Accrual</u>
0 through 5 years	3 Hours	78 Hours
5 through 10 years	4 Hours	104 Hours
Over 10 years	5 Hours	130 Hours

4.1.2 **Use:** Full-time employees become eligible to take PTO as soon as the time is accrued. Employees will not be eligible to use paid vacation leave in advance of its actual pay period accrual. The timing of vacation leave will be determined by the Mayor with due regard to the employee's wishes and the needs of the City. All vacation time shall be approved by the Mayor. Employees will be required to use vacation time in at least one hour increments. Employees are encouraged to use their accrued vacation time within one year of its accrual. Accrued vacation time, up to one year's maximum benefit, may be carried forward into the next year.

4.1.3 **Reinstated or Rehired Employees:** Former employees rehired with reinstatement rights following military service or reinstatement from reduction in force status will assume the same eligibility for vacation that they had before their termination.

4.1.4 **Terminating Employees:** Employees who voluntarily terminate their employment with the City with at least two (2) weeks advance written notice, or who are terminated by the City without cause, will be paid for all unused PTO accrued at the time of termination. If two (2) weeks advance notice is not given by the employee prior to voluntary termination or if the employee is terminated for cause, the employee will not be compensated for any unused PTO.

4.1.5 **Holiday Within the PTO Period:** In the event an approved holiday observed by the City falls within scheduled PTO, that holiday will not be counted as PTO but, rather, will be taken as a paid holiday.

4.1.6 **Vacation Records:** The Treasurer will maintain complete and accurate PTO records for all employees.

4.2 Holidays

4.2.1 **Designated Paid Holidays:** Any days designated from time to time as observed holidays by the City shall be considered legal paid holidays for the City's regular permanent employees. The City Council may change designated paid holidays at any time in the City Council's sole discretion with or without amending this subsection. The following days are initially designated as paid holidays:

New Year's Day	January 1 st
Human Rights Day	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May

Independence Day	July 4 th
Pioneer Day	July 24 th
Labor Day	First Monday in September
Columbus Day	2 nd Monday in October
Veteran's Day	November 11 th
Thanksgiving Day	4 th Thursday in November
Thanksgiving Holiday	Friday after Thanksgiving Day
Christmas Day	December 25 th

- 4.2.2 **Holiday on Weekend:** When an observed holiday falls on a Saturday, it will generally be observed on the preceding workday. When an observed holiday falls on a Sunday, it will generally be observed on the following workday.
- 4.2.3 **Employees required to work on Holidays:** Any regular employee who is required to work on any legal observed holiday as defined herein, will be allowed to take another day off with pay, generally during the same work week on a day approved by the Mayor as provided in Subsection 3.8.1.

V. POLICIES FOR LEAVE

5.1 Military Leave

- 5.1.1 **Guard and Reserves:** A full-time employee will be granted leave with differential pay to fulfill his or her annual active duty training, rifle competition or other duties in connection with reserve training and instruction requirements of the National Guard or the United States Armed Forces Reserves. A participating employee must submit appropriate written orders received from the armed forces unit to the Mayor as evidence of the employee's obligation to attend such training or other duties. The orders will be submitted with a leave request form (Appendix VII). Military leave with pay shall not exceed fifteen (15) days in any calendar year. All military leave taken shall be reported on City time sheets. An eligible employee shall also be granted time off without pay to perform weekend duty requirements.
- 5.1.2 **Active Service:** Employees who voluntarily enlist, are drafted into or called into active military service will be granted a military leave of absence for the period of the active duty. The employee shall give the Mayor advanced written notice of leaving for duty and his or her intent on returning to work.
- 5.1.3 **Statutory Requirements:** City employees must satisfy the applicable requirements of Title 38, Chapter 43 of the United States Code in order to take advantage of re-employment rights. These requirements include timely notification of the City and reporting for work following the end of the period of military service. The cumulative length of absence from work may not exceed the statutory maximum (presently five years). An employee's entitlement to

statutory benefits terminates if the person is separated from military service due to a dishonorable or bad conduct discharge.

- 5.1.4 **Funeral Honors Duty:** As required by federal law, the City will grant an employee who is a member of the reserve armed forces an authorized leave of absence to allow the employee to perform funeral honors duty.
- 5.1.5 **Conflict with Applicable Law:** In the event there is any conflict between the City's personnel policies and procedures and applicable law of the United States Code regulations or Utah Code regarding military service as they are amended and replaced from time to time, applicable law shall control.

5.2 Unpaid Personal Leave

- 5.2.1 **Policy:** Since the City has fewer than fifty (50) employees, the Federal Family and Medical Leave Act of 1993 (FMLA) is not applicable to the City or its employees. The City nevertheless, provides limited opportunities for unpaid leave for situations that are not covered by other sections of Chapter V.
- 5.2.2 **Leave Approval:** Extended leaves of absence without pay may be granted by the Mayor for periods not to exceed six (6) months to employees because of illness, injury, educational purposes or other legitimate reasons. Such leave shall not be regarded as an acquired right by employees and shall be granted only when the City will not be adversely affected thereby.
- 5.2.3 **Request Required:** Any employee intending to take unpaid leave must submit a leave request to the Mayor as far in advance of the anticipated leave date as practicable. In an emergency, a member of the employee's immediate family may inform the Mayor to be followed by a written leave request.
- 5.2.4 **Medical Certification Required:** All leave requests based on a medical need must be accompanied by an appropriate certification from the attending physician, indicating the condition necessitating the leave and a projected date of return to work. Additional physician's statements are required at least once every thirty (30) days for the duration of the leave attesting to the employee's inability to work. The employee may also be required to provide the City access to the employee's medical records or to submit to an examination at any time by a physician designated by the City.
- 5.2.5 **Approval Discretionary:** Request for unpaid leave may be granted at the sole discretion of the City's Mayor.
- 5.2.6 **Additional Requirements Applicable to Maternity Leave:** Under normal conditions, maternity leave without pay will be granted to regular full-time employees. Pregnant employees are allowed to work as long as their health permits. All maternity leave granted will expire three (3) months following the date of delivery unless extended at the discretion of the Mayor and supported by a physician's certificate. A written statement from the attending physician indicating the anticipated delivery date will be required for proper departure and return-to-work dates to be arranged prior to the maternity leave.

- 5.2.7 **Medical Clearance:** At the time of reinstatement following an unpaid leave of absence due to an employee's health condition, the employee must present a medical clearance from the attending physician to the Mayor.
- 5.2.8 **Other Employment Prohibited:** An employee may not accept other employment while on unpaid leave of absence without first having obtained written consent of the Mayor. Otherwise, the City will consider the individual to have resigned from City employment effective as of the first day of leave taken by the employee.
- 5.2.9 **Termination of Leave:** A leave of absence without pay granted to an employee may be terminated prior to the expiration date thereof by the Mayor. Failure of an employee to report to work promptly at the expiration or termination of an unpaid leave of absence shall be just cause for final termination of employment.
- 5.2.10 **Exhaustion of PTO:** Prior to an employee being granted leave of absence without pay status PTO must be exhausted.
- 5.2.11 **Filling the Vacancy:** A position temporarily vacated by an employee on unpaid extended leave may be filled on a temporary or permanent basis. If a temporary replacement is hired and the employee on leave fails to return to work, the City may grant full-time status to the temporary employee or conduct an open recruitment for the position at the discretion of the Mayor.
- 5.2.12 **Benefits:** No benefits (PTO or retirement provided by the City, etc.) will accrue while an employee is on an approved unpaid leave of absence.
- 5.2.13 **Re-employment not guaranteed:** Unless applicable federal, state or local law requires, reinstatement cannot be guaranteed to an employee returning from unpaid leave lasting longer than ninety (90) days. However, the City endeavors to place employees returning from unpaid leave in former positions or positions comparable to status and pay, subject to budgetary restrictions, the City's need to fill vacancies, the availability of such positions and the ability of the City to find qualified replacements. Employees who desire to return to work after having been granted unpaid leave of absence shall apply for reinstatement prior to expiration of the leave of absence, in any event, no later than six (6) months from the date such leave was granted. Upon returning to work, the employee will be restored to his or her seniority and pay rate achieved prior to the leave of absence, unless the employee is employed at a new position or rate.

VI. EMPLOYEE BENEFITS

6.1 Utah Retirement System

- 6.1.1 **Utah Retirement System Participation:** The City is a member of the Utah Retirement System. Participation in the retirement plan is mandatory for qualified employees. The employee pays 6% of the retirement contribution and the additional coverage will be paid for by the City as required by the URS for its

employees at current non-contributory system rates. Provisions of the retirement plans are governed by Utah State law.

- 6.1.2 **Eligibility:** Qualified personnel are regular full-time employees working an average of twenty (20) hours per week or more and receiving one other benefit from the City such as vacation pay, holiday pay and/or sick leave.
- 6.1.3 **401(k), 457 and IRA Plans:** Full-time employees may participate in programs offered by the Utah Retirement System including 401K and 457 plans and IRA plans. The City may participate with employees in these plans as determined by the City Council.
- 6.1.4 **Cash Outs:** Any cash out of vacation, sick leave or compensatory time paid on a year to year basis, during the fiscal year may be used as compensation for retirement (cash payments only).

6.2 Required Benefits

- 6.2.1 **Social Security:** City employees automatically participate in the federal Social Security program as required by law. Social Security benefits and rules change from time to time and are followed by the City. Information regarding benefits and withholding may be obtained by the employee calling the Social Security Administration office.
- 6.2.2 **Worker's Compensation:** Accidental job related injuries and occupational diseases arising during the course of employment with the City are covered by Worker's Compensation Insurance. The insurance coverage is subject to state and federal law. The City pays the full premium for this benefit. Information regarding coverage can be obtained by calling the City's Worker's Compensation Insurance carrier. The Mayor will provide information to employees regarding Worker's Compensation policies and procedures.
- **Accident Reports:** Employees are required to report all job related accidents or injuries immediately to the Mayor. The Mayor will determine if filing a claim with the Worker's Compensation Insurance carrier is necessary. An employee claiming to have suffered an accident or injury who fails to give notice as to the nature, extent, and location of the incident within 24 hours may have benefits denied or reduced.
 - **No Insurance Coverage:** Injuries, illness or diseases covered under Worker's Compensation Insurance are not covered by the employee's medical insurance provided by the City.
- 6.2.3 **Unemployment Insurance:** Employees of the City are covered by Unemployment Insurance based on state and federal law through the Utah Department of Workforce Services. Information regarding unemployment insurance may be obtained from the Utah Department of Workforce Services.

VII. MISCELLANEOUS EMPLOYEE POLICIES

7.1 *Use of Phones*

- 7.1.1 **Personal Calls:** The City understands that occasionally an employee may receive or need to make a personal call but personal calls are discouraged during work hours. Personal long distance calls are not allowed on City phones.
- 7.1.2 **Cellular Phones:** The City encourages the use of cellular phones in the event long distance calls are warranted. The City may provide a cellular phone for the employee's use for City business purposes. The City will pay for the basic cellular phone service. Employees will reimburse the City for any charges over the basic amount, i.e., excess minutes used, texting, messaging, internet or personal use. Under certain circumstances an employee may use their personal cellular phone for City purposes and may be reimbursed monthly as determined by the Mayor.

7.2 *Email and Internet Use*

- 7.2.1 **Basic Policy for Electronic Media:** A number of communication tools are available to assist employees in doing their jobs. These tools are to be used mainly for business purposes only. As with telephone calls, employees may occasionally receive personal emails or use the internet. Such use must be kept to a minimum and not interfere with the performance of work. It is expected that employees will demonstrate common sense and good judgment when using the internet and email.
- 7.2.2 **Confidentiality:** Email is not guaranteed to be private and/or confidential. All electronic communications are City property. Therefore, the City reserves the right to examine, monitor and regulate email messages, directories, files, as well as web sites visited by employees on the internet. The City is not responsible for material viewed or downloaded by users from the internet. Employees should not have the expectation of privacy in anything they create, store, send or receive on the City's computer systems.
- 7.2.3 **Prohibited Material:** Material that is fraudulent, harassing, embarrassing, sexually explicit, profane, obscene, intimidating, defamatory, unlawful or otherwise inappropriate or in violation of any City policy may not be viewed, displayed, downloaded, stored or otherwise used with City computers. Employees encountering or receiving such material must report the incident to the Mayor immediately.
- 7.2.4 **IT System Protection Policy:** Employees shall be subject to the City's IT System Protection Policy regarding the security of all electronic media, access to and protection of the City's computer systems and electronic files.

7.3 Travel Policy

- 7.3.1 **Authorization:** The City recognizes the need for its employees to travel at various times. The Mayor must authorize all employee travel for reimbursement from the City.
- 7.3.2 **Use of Personal Vehicle:** If an employee must utilize his/her personal vehicle for City business, the employee shall be reimbursed for mileage at the current IRS Mileage Standard Rate. While driving a personal vehicle, the employee must have an active auto insurance policy which shall be the primary policy covering any claim that may result from an accident.
- 7.3.3 **Conferences and Training:** Expenses known ahead of time, such as conference/training registration fees, hotel accommodations and airfare, must be requested and authorized in advance. Generally, these expenses will be paid by the City directly to the vendor. Additional expenses such as entertainment, snacks, phone calls, etc. incurred by the employee at a place of lodging shall be his/her responsibility. Travel related reimbursements for meals and/or other incidental expenses shall be reimbursed to the employee pursuant to Utah State Division of Finance Rule R25-7. Actual expenses may be reimbursed upon presentation of receipts.
- 7.3.4 **Expenses Reimbursed for Employee Only:** Any request for reimbursement or payment of travel expenses shall cover the expenses of the employee only. No expenses of an employee's family member or other person shall be paid by the City.
- 7.3.5 **Procedure:** The City provides a "Travel Reimbursement Voucher" form to be submitted by the employee for reimbursement of travel expenses. The completed form shall be signed by the employee and submitted to the City office. The form shall be approved and signed by the City Treasurer. A check will be issued to the employee for the total of authorized, reimbursable expenses for travel. Receipts for actual expenses to be reimbursed shall be submitted with the Travel Reimbursement Voucher Form.

VIII. EMPLOYEE CONDUCT

8.1 Professionalism

- 8.1.1 **Professional Organization:** The City is a professional organization whose employees are expected to adhere to high standards of public service that emphasize professionalism and courtesy. Employees are required to efficiently carry out the work assigned to them, to maintain good moral conduct and to do their part in maintaining good relationships with co-workers and the public.
- 8.1.2 **Dress:** Discretion in the style of dress is essential to the safe, efficient operation of the City. Administrative employees are therefore required to dress in appropriate business or work attire. Clothing must be neat, clean, modest and in good taste. Clothing that may constitute a safety hazard will not be permitted.

Employees are expected to use good judgment in their choice of work clothes and shall dress appropriately to create a professional atmosphere in the City office and when representing the City at any function. Field Employees are expected to wear uniforms, if provided by the City, or dress appropriately for their work duties and safety.

- 8.1.3 **Work Areas:** Employees are required to keep their work environment clean and orderly. Before departing at the end of the work day, employees should secure all files and clear away work materials from desks, especially materials of a sensitive or confidential nature.
- 8.1.4 **Attendance:** The City expects all employees to assume diligent responsibility for their attendance and promptness. Please refer to the procedure to be used by employees when they are unable to work or may be late or absent as outlined in Section 5.1.7 of this policy. Failure to properly notify the Mayor will result in an unexcused absence. Additional guidelines and policy for attendance is included in Section 3.4.

8.2 Guidelines for Appropriate Conduct

- 8.2.1 **Responsibilities:** As an integral member of the City team, each employee is expected to accept certain responsibilities, adhere to acceptable principals of behavior and exhibit a high degree of personal integrity at all times. This involves sincere respect for the rights and feelings of others and also requires that the employee refrain from any behavior that could be harmful to the employee, co-workers and/or the City, or that may be unfavorably viewed by the public.
- 8.2.2 **No Smoking Policy:** Smoking is not permitted in the City office by employees or others. Smoking shall only be permitted during an employee's breaks or lunch periods. There shall be no smoking within twenty (20) feet of any entrance to the building. The City will maintain compliance with the Utah Indoor Clean Air Act.
- 8.2.3 **Workplace Violence Prevention:** All employees shall be treated with courtesy and respect at all times by management and by each other. Employees are expected to refrain from fighting, horseplay or other conduct that may be dangerous to others. Firearms, weapons and/or other dangerous or hazardous devices or substances are prohibited on City property without proper authorization. All threats of (or actual) violence, both direct and indirect, shall be reported as soon as possible to the Mayor and to law enforcement, if necessary. This includes threats by an employee, as well as threats by customers, vendors, solicitors or other members of the public. When reporting a threat of violence, the employee must be as specific and detailed as possible. All suspicious individuals or activities must be reported as soon as possible to the Mayor. Employees are not to place themselves in peril. If there is a commotion or disturbance near your work area, do not try to intercede or see what is happening. Leave the area immediately. The City will investigate all reports of threats of (or actual) violence and suspicious individuals or activities

promptly and thoroughly. The identity of the individual making a report shall be protected as much as is practical. In order to maintain work place safety and the integrity of its investigation, the City may suspend an employee(s), either with or without pay, during the investigation. Anyone determined to be responsible for threats of (or actual) violence or other conduct that is in violation of this policy shall be subject to prompt disciplinary action up to and including termination of employment. The City encourages employees to bring their disputes or differences with other employees to the attention of the Mayor before the situation escalates into potential violence. The City is prepared to assist in the resolution of employee disputes and will not discipline City employees for raising such concerns.

8.2.4 **Unsatisfactory Conduct:** The following is a list of unsatisfactory conduct and examples of behavior that may be subject to disciplinary action, up to and including immediate termination at the discretion of the Mayor. This list is not intended to identify every type of inappropriate behavior or unacceptable conduct for which disciplinary action may be taken:

- Theft or inappropriate removal of or possession of City property
- Falsification of timekeeping records or time card
- Possession, distribution, sale, transfer, use or being under the influence of alcohol or illegal drugs in the work place, while on duty or while operating any City owned vehicles or equipment
- Excessive personal use of City office telephones, cell phones, email, internet or any City property or equipment
- Fighting or threatening violence in the work place
- Boisterous or disruptive activity in the work place
- Insubordination or other disrespectful conduct, abuse or discourteous treatment of customers or other employees or administrative officers
- Violation of health or safety rules
- Smoking at times or in areas that it is prohibited
- Sexual or other unlawful or unwelcome conduct or harassment or engaging in immoral or indecent conduct
- Excessive absenteeism or abuse of leave policies
- Excessive tardiness
- Any absence without notice
- Unauthorized absence from work station during working hours
- Unauthorized disclosure of City confidential information
- Violation of personnel policies
- Unsatisfactory performance of work duties
- Falsification of any reports, water quality test results, operational data or other information or making false statements or engaging in dishonest acts
- Sleeping while on duty
- Being convicted of a felony

- Inducing or attempting to induce another City employee to commit an act that violates any City rule, regulation, policy or directive
- Damaging, defacing, destroying, wasting or abusing property belonging to the City, another employee, a vendor, a customer or any other person or entity
- Using, threatening or attempting to use personal or political influence to secure preferential treatment, special favors or consideration as a City employee or soliciting or accepting gratuities from customers or vendors
- Working unauthorized overtime hours
- Gambling on City property
- Engaging in outside employment or an outside activity that creates a conflict of interest or adversely affects work performance
- Knowingly violating any federal, state, or local law, rule or regulation in the performance of work duties

8.3 Policy for Safety

8.3.1 **Compliance with all Laws and Practices:** The City is committed to providing the best possible working conditions for all its employees. The City will comply with all current occupational health, safety and environmental laws and will develop the best feasible operations, procedures, technologies and policies to ensure the safety of the employees.

8.3.2 **Prevention of Risk:** The City's policy is aimed at preventing any employee, visitor, customer or City Council from being subjected to any health or safety risk.

Employees shall:

- Report any hazardous or unsafe conditions to the Mayor Immediately
- Keep all work areas clean and orderly
- Keep all equipment in good repair and in working order
- Wear all appropriate protective equipment at proper times in proper environments
- Attend regular employee safety meetings
- Be aware of unsafe situations and practice safety techniques
- Always use defensive driving techniques

8.3.3 **Safety Equipment:** Several different types of protective safety equipment may be issued to the employee including but not limited to safety goggles, ear plugs, hard hats, gloves, etc. All equipment must be returned upon termination of employment. The cost of any equipment that is not returned will be deducted from the employee's final paycheck. Employees may be required to supply their own safety equipment for some assignments.

8.3.4 **Compliance to Safety Rules Required:** Failure to comply with Honeyville City's Safety Policy and rules including failure to use proper personal protective

equipment when on work sites shall be cause for disciplinary action up to and including suspension and/or termination of employment.

8.4 Policy for Progressive Discipline

- 8.4.1 **Fair Treatment of Employees:** The City's own best interest lies in ensuring fair treatment of all employees and in making certain that disciplinary actions are prompt, uniform and impartial. The purpose of any disciplinary action is to correct the problem, prevent recurrence and prepare the employee for satisfactory service in the future.
- 8.4.2 **At Will Employment:** Although employment with the City is "AT WILL" and both the employee and the City have the right to terminate employment with or without cause or advance notice, the City may use progressive discipline at its discretion.
- 8.4.3 **Steps of Progressive Discipline:** Depending on the nature of the unsatisfactory conduct, any of the following five (5) steps may be taken by the Mayor:
1. **VERBAL WARNING**
The Mayor may give a verbal warning to an employee that a problem exists indicating the necessary steps to be followed to resolve the problem. The Mayor shall document the verbal warning and the documentation shall be placed in the employee's personnel file.
 2. **WRITTEN WARNING**
The Mayor may issue a written warning of a problem to an employee. The employee shall sign a copy of the warning acknowledging its receipt. The signed written warning shall be placed in the employee's personnel file.
 3. **PROBATION**
The decision to put an employee on probation or extend a probationary period shall be made by the Mayor. Written documentation of the probation shall be placed in the employee's personnel file. The documentation shall contain the cause and the length of the probation. Employees may be terminated at any time during the probationary period for inappropriate action or conduct or for any reason. The Mayor may extend the probationary period or shorten it as necessary to rectify a situation.
 4. **SUSPENSION WITHOUT PAY**
The Mayor may suspend an employee without pay for a period of up to five (5) days. Prior to returning to work, the employee shall meet with the Mayor to discuss the cause of the suspension and attempt resolution of the problem. The Mayor shall document the action and cause of suspension and place the documentation in the employee's personnel file.

5. TERMINATION

The Mayor may terminate an employee. Documentation of the termination shall be placed in the employee's personnel file.

8.4.4 **Rights of Appeal and/or Discipline Review:** The City provides an appeal process to give employees a means to obtain a review of disciplinary action or termination should they desire it. The following rules will govern appeals of disciplinary action(s) or termination of employment:

- The employee shall have the right to have all facts fully reviewed by the City Council
- The request for the review (appeal) must be made within two (2) working days
- The request must be made in writing to the City Council

Unless a request is made according to the above procedure, the action of the Mayor is deemed final and acceptable to the employee.

IX. EMPLOYMENT POLICY

9.1 *Policy for Employee Separation from Employment*

9.1.1 **Reasons for Separation from Employment:** Employment with Honeyville City may be discontinued for the following reasons:

- *Retirement* - The City requires reasonable (a minimum of two (2) weeks) notice of an employee who is retiring. The employee shall inform the Mayor of their retirement date in writing.
- *Resignation* - The City requests that the employee provide a two (2) week advance notice of resignation. Vacation and sick leave may not be included as part of the two (2) week notice period. The employee shall inform the Mayor of the date of their resignation in writing. The employee shall be compensated for unused, accrued vacation hours on their final paycheck.
- *Termination Action* - Every City employee has the status of "At Will", meaning no employee has a contractual right, expressed or implied, to remain in the City's employ. The City reserves the right to terminate any employee's employment at any time, with or without cause or advance notice.
- *Reduction in Force* - In circumstances such as lack of funds or work, abolition of positions, material changes in duties or changes in organization, or whenever deemed necessary by the Mayor or City Council, a reduction in force may occur. The Mayor shall lay off the necessary number of employees taking into account the relative ability, seniority and merit of each employee.

Employment with the Honeyville City is "AT WILL" and either the City or the employee may terminate the employment relationship at any time, with or without cause, and with or without advance notice.

- 9.1.2 **Exit Interview:** The Mayor is responsible for scheduling an exit interview with any employee leaving their employment with the City for any reason. The interview shall be conducted prior to the employee's final leaving time.
- 9.1.3 **Return of City Property:** Arrangements shall be made during the exit interview for the return of all City property that has been issued to the employee. Items to be returned include but are not limited to:
- Office keys
 - Copy of Personnel Policies and Procedures Manual, City training, operation or information manuals and materials
 - Safety equipment
 - Tools or equipment required for the job
 - Cell phones
- 9.1.4 **Final Paycheck:** All City property must be returned prior to the employee being issued their final paycheck. The final paycheck shall be issued at the next regular pay period for employees voluntarily separating from employment. Employees that are terminated as a result of disciplinary action shall receive their final paycheck within twenty-four (24) hours of termination in compliance with the Utah Wage and Hour Laws. The paycheck shall be mailed to the terminated employee's home address on file with the City. All City property must be immediately returned by the employee to avoid prosecution.
- 9.1.5 **Information Provided at Exit Interview:** Specific information will be provided at the exit interview regarding the following:
- Continuation of group health insurance under the Mini Consolidated Omnibus Budget Reconciliation Act (COBRA) for employees who choose to do so after leaving employment.
 - Information regarding conversion of life insurance to an individual policy.
 - Retirement plan information and options for the funds in the employee's 401(k), 457 and/or IRA, if applicable.
 - The amount of accrued, unused sick and vacation leave and the benefits available to the leaving employee.

Passed by the City Council of Honeyville City, of Box Elder County, State of Utah, by a vote of ____ for and ____ against, on ____ day of _____, 2015.

By _____
David Forsgren, Honeyville City Mayor

Emily Ketsdever, Honeyville City Recorder/Clerk



MEMORANDUM

To: Honeyville City Planning Commission
For September 28, 2022 Meeting

From: Dana Q. Shuler, P.E.
City Engineer's Office
Jones & Associates Consulting Engineers

RE: **Re-Zone Request**
Chlarson, Parcel No. 04-024-0053

Date: September 12, 2022

Honeyville City received an application for a re-zone for the above reference parcel.

The property owner is listed as Ted L. Chlarson; the applicant is listed as Nathan Leishman of Pinnacle Real Estate. An Agent Authorization form was received.

SUBJECT PROPERTY

Parcel No.	04-024-0053
Area	130 acres
Address	6250 N 3600 W
Current Zoning	A-5 (see attached)
Sensitive Lands	Parcel contains areas located in floodplain and dam inundation limits Parcel may have moderate/high liquefaction risk

RE-ZONE REQUEST

Requested Zoning	Rural Residential (RR) (applicant has indicated via email he wishes to revise application to show RR requested zone rather than R2) Minimum lot area – 1.0 acres Dwelling units per acre – 1
Concept Plan (attached)	Shows concept subdivision containing 70 lots, several streets, and one 22-acre community open space parcel
Other:	Applicant has expressed willingness to enter into development agreement to upgrade City's water infrastructure in return for this re-zone
Future Land Use Map	RR is shown adjacent to 3600 W with the remainder of the parcel showing as A-5 (see attached)

Abutting Properties	A-5
Adequate Public Facilities	Roadways: served by 3600 W, 2 means of ingress/egress Storm drainage: discharge likely permittable into Bear River Water: in area of known to have insufficient fire protection Wastewater: septic feasibility required under subdivision application

After consideration, Planning Commission shall submit to the city council a recommendation for approval, approval with modifications, or denial of the application.

CODE REFERENCES

10-5-7.: Zoning Map and Text Amendments Attached

Miscellaneous referenced sections:

10-5-5.A.2. Basis For Approving Legislative Applications: Decisions regarding a legislative application shall be based on the "reasonably debatable" standard, as follows:

- a. The land use authority [city council] shall determine what action, in its sole judgment, will reasonably promote the public interest, conserve the values of other properties, avoid incompatible development, encourage appropriate use and development, and promote the general welfare of the public.
- b. In making such determination, the land use authority [city council] may consider the following:
 - i. Testimony presented at a public hearing or meeting.
 - ii. Personal knowledge of various conditions and activities bearing on the issue at hand, such as, but not limited to, the location of businesses, schools, roads and traffic conditions; growth in population and housing; the capacity of utilities; the zoning of surrounding property; and the effect that a particular proposal may have on such conditions and activities, the values of other properties, and upon the general orderly development of the city.
- c. The land use authority [city council] shall state on the record the rationale for its decision.

Attachments: Application with concept plan
Excerpt from Current Zoning Map
Excerpt from Future Land Use Map
10-5-7.: Zoning Map and Text Amendments



Application to Rezone

Property Location: 6250 N. 3600 W. Honeyville, UT 84314

Parcel Number(s): 04-024-0053 Total Acres: 130

Current Zone: A5 Requested Zone: R2

Surrounding Property Current Zoning: A5

Is Request in Compliance with City's Adopted General Plan: ☐ YES ☒ NO

Purpose for Rezone Request: Assist in extending City's water infrastructure.

Is Request Associated with Future Development: ☒ YES ☐ NO

Name of Future Development (if applicable): TBD

Contact Information

Property Owner: Ted L. Chlarson

☐ Check Here if Same as Applicant / Developer

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Applicant / Developer: Nathan Leishman

Company Name: Pinnacle Real Estate

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Applicant Certification Request for Rezone

I swear the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly, to the best of my ability, present the argument in behalf of the application requested herewith, and that the statements and information above referred to are in all respects true and correct to the best of my knowledge and belief. I also certify and agree:

- I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application and to appear on my/our behalf before any city commission, board or council considering this application.
- I understand that Honeyville City may rescind any approval or take any other legal or appropriate action for information or representations submitted that is incorrect or untrue.
- I have reviewed the applicable sections of the Honeyville City Land Use Ordinances and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses.
- To pay all fees associated with this application as assessed by the current adopted Consolidated Fee Schedule, as well as any fees associated with any City Consultant (e.g. engineer, attorney).
- The applicant shall also be responsible for all collection fees incurred including a collection fee of up to 40% (pursuant to the provisions of the Utah Code Ann. §12-1-11).
- To allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Developer's Signature: Nathan Leishman

Date: 08/29/2022

Property Owner's Signature: [Signature]

Date: 8/29/2022

Agent Authorization

State of Utah)

County of Box Elder)

I/We, the sole owner(s) of the real property located at 6250 N - 3600 W
Honeyville, Utah, hereby appoint Pinnacle Development - Mike Leishman as my/our
Agent with regard to this application affecting the above described real property, and authorize
said Agent to appear on my/our behalf before any city commission, board or council
considering this application.

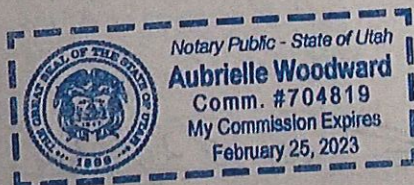
Dated this 28 day of July, 2022

Signed: [Signature]

Property Owner

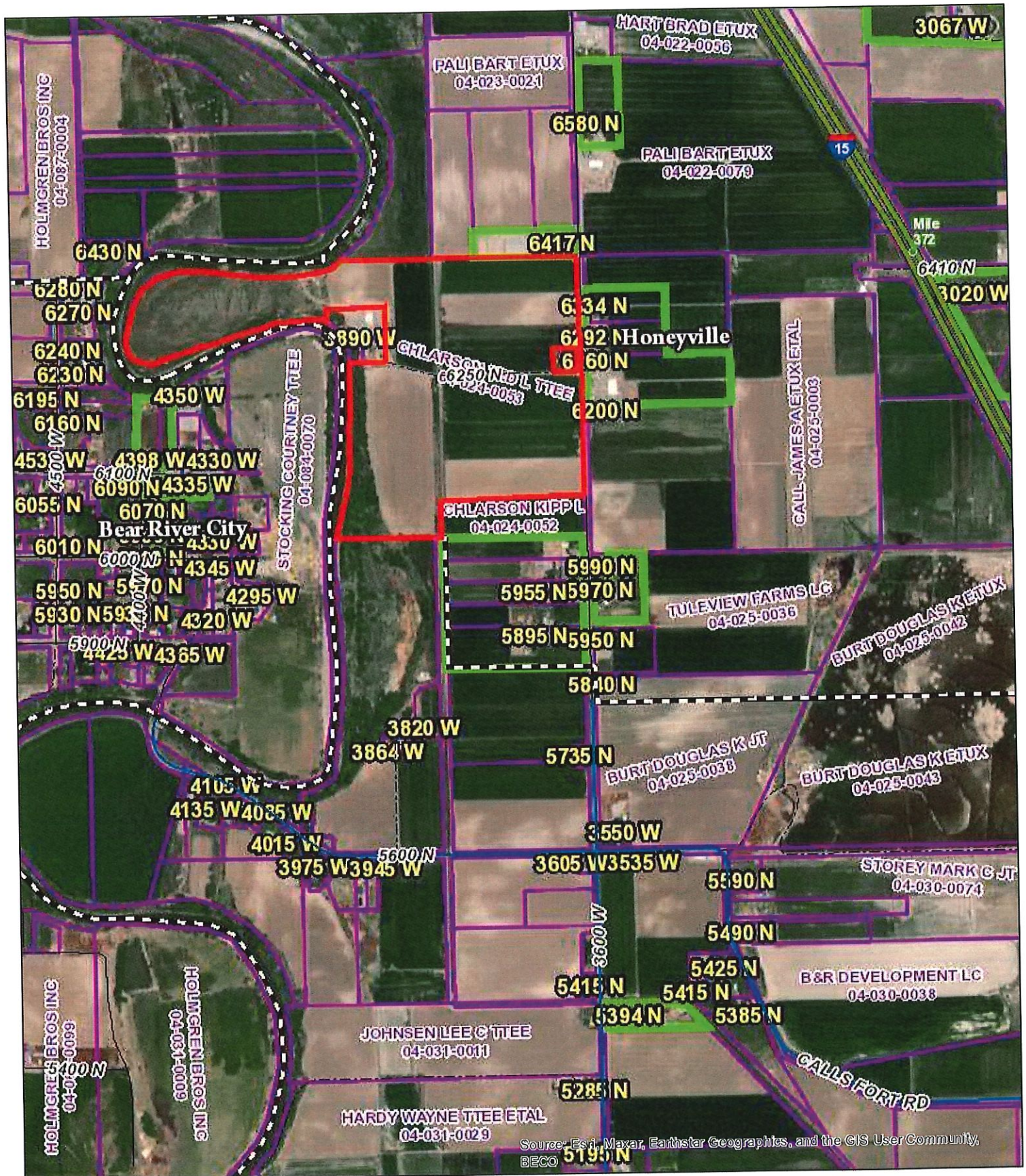
Property Owner

Subscribed and sworn to before me on this 28 day of July, 2022

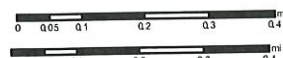


[Signature]
Notary Public

Box Elder County Web Map



Box Elder County Webmap
August 4, 2022



1:18,056

Search Results: Tax Parcels



Override 1

Box Elder County

Mile Markers

Site Information - RR Zone

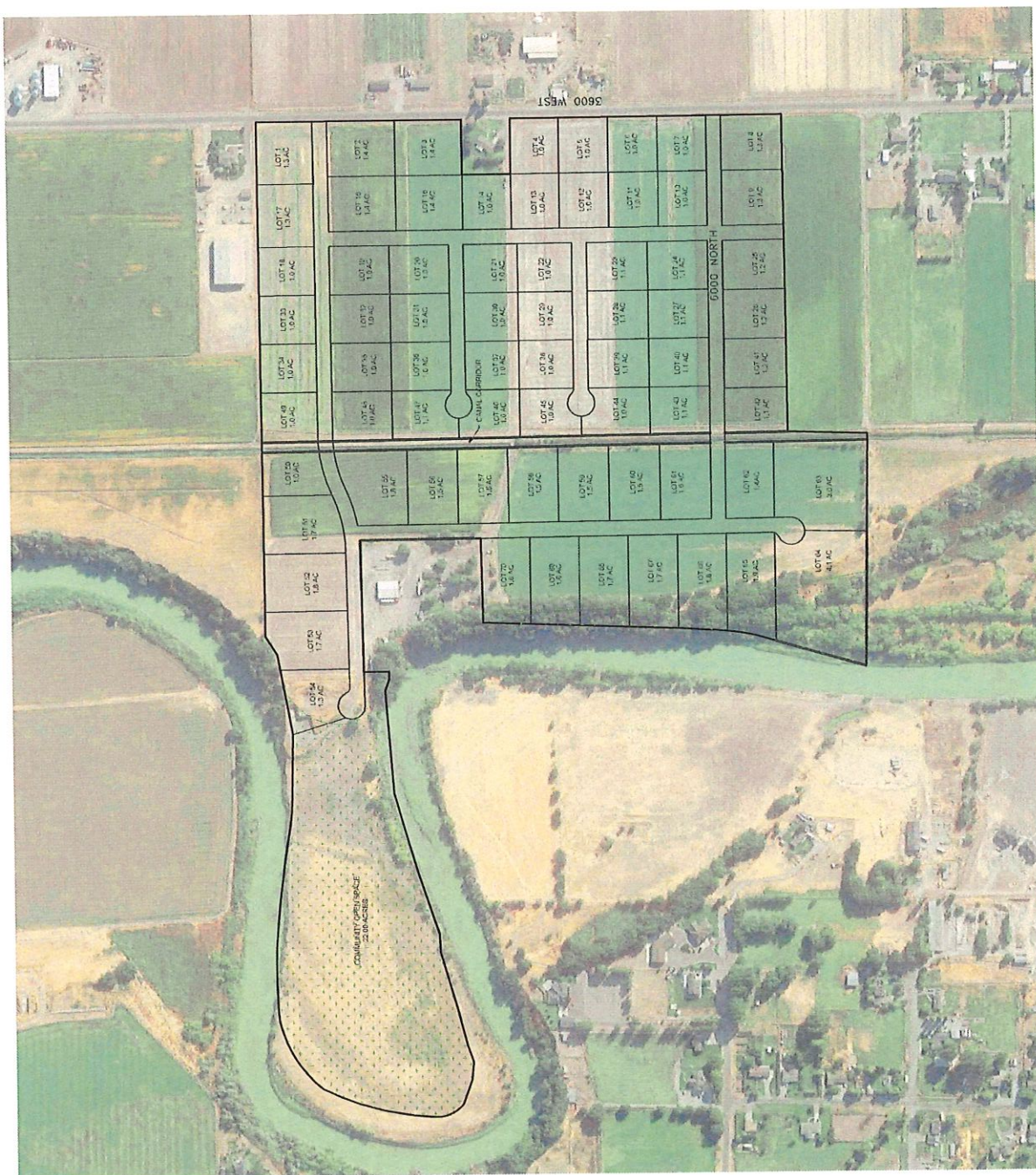
TOTAL SITE AREA	120.00 ACRES
# OF LOTS	70 LOTS
MRL LOT SIZE	1.00 ACRES

1000-UNIT RESIDENTIAL DEVELOPMENT

0 250 500 600
FOOT
SCALE: 1" = 200'

Legend:

- TOTAL SITE AREA
- # OF LOTS
- MRL LOT SIZE
- FEMA FLOODPLAIN



Nearby Property Owners:

Owner BARLOW CANDY K JT

Owner Address 3880 W 6250 N BRIGHAM CITY, UT 84302

Owner JONES JUSTIN JT

Owner Address 6255 N 3600 W BRIGHAM CITY, UT 84302

Owner WILDE KIM HEBER

Owner Address 6417 N 3600 W BRIGHAM CITY, UT 84302

Owner HUNSAKER TERYL WILLIAM TTEE

Owner Address 7 E DURFEE ST GRANTSVILLE, UT 84029

Owner PALI BART ETUX

Owner Address 6580 N 3600 W BRIGHAM CITY, UT 84302

Owner CALL JAMES A ETUX ETAL

Owner Address 6260 N 3600 W BRIGHAM CITY, UT 84302

Owner CHLARSON KIPP L

Owner Address 6625 N HWY 38 BRIGHAM CITY, UT 84302

Owner BURT DALE RHEES

Owner Address 5990N 3600 W BRIGHAM CITY, UT 84302

Owner WELLMAN JOSEPH STEPHEN JT

Owner Address 5970 N 3600 W BRIGHAM CITY, UT 84302

Owner RENEY JASON L ETUX

Owner Address 6015 N 3600 W BRIGHAM CITY, UT 84302

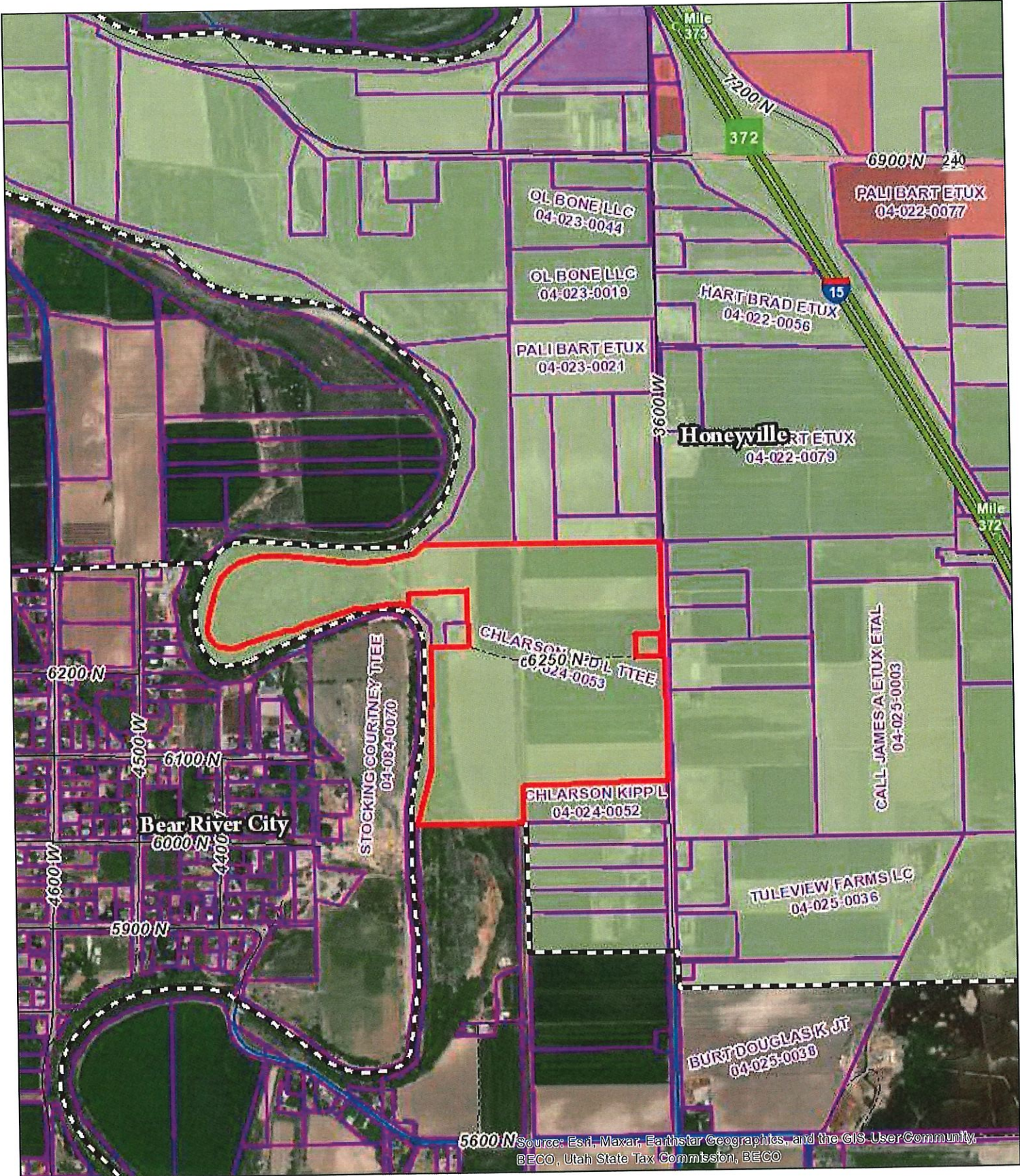
Owner JENSON ROSEMARY W TTEE

Owner Address PO BOX 175 BEAR RIVER CITY, UT 84301

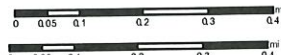
Owner KENNINGTON SUNI

Owner Address 5985 N 3600 W BRIGHAM CITY, UT 84302

Box Elder County Web Map



Box Elder County Webmap
September 12, 2022



1:18,056

Search Results: Tax Parcels

Override 1

Box Elder County

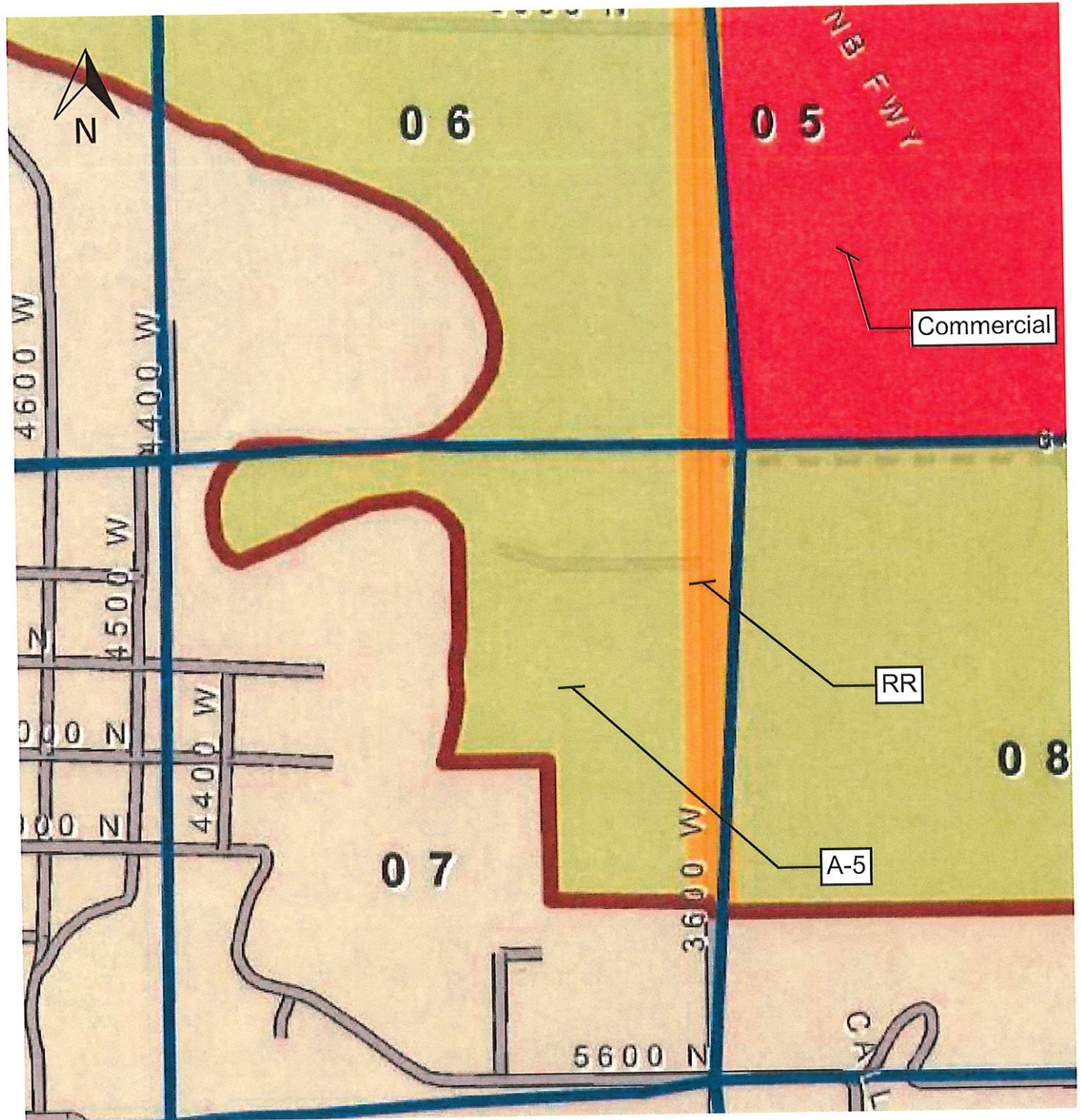


Cities



Mile Markers

From City of Honeyville
Future Land Use Map (undated)



10-5-7: ZONING MAP AND TEXT AMENDMENTS

- A. Purpose: This section sets forth procedures for amending the provisions of this title and the zoning map.
- B. Authority: The city council may from time to time amend the text of this title and the zoning map as provided in this section. Amendments may include changes in the number, shape, boundaries, or area of any zone, zone regulations or any other provision of this title. The provisions set forth herein shall not apply to the enactment of temporary zoning regulations.
- C. Initiation: Proposed amendments to the text of this title and the zoning map may be initiated by the city council, planning commission or a property owner affected by a proposed amendment as provided in subsection D1 of this section.
- D. Procedure: Zoning text and map amendments shall be considered and processed as provided in this subsection.
1. An application shall be submitted to the zoning administrator in a form established by the administrator along with any fee established by the city's schedule of fees. The application shall include at least the following information:
 - a. The name, address and telephone number of the applicant and the applicant's agent, if any.
 - b. The name and address of every person or business entity the applicant represents.
 - c. The requested amendment and reasons supporting the request.
 - d. If the proposed amendment requires a change in the zoning map, the application shall include:
 - (1) An accurate property map showing present and proposed zoning classifications.
 - (2) All abutting properties showing present zoning classifications.
 - (3) An accurate legal description and an approximate common address of the area proposed to be rezoned.
 - e. If the proposed amendment requires a change in the text of this title, the application shall include chapter and section references and a draft of the proposed text.
 2. After an application is determined to be complete, the zoning administrator shall provide notice as required in section [10-5-4](#) of this chapter and shall schedule the application for consideration by the planning commission.
 3. The planning commission shall review the application, hold a public hearing, and thereafter submit to the city council a recommendation for approval, approval with modifications, or denial of the application.
 4. Following receipt of a recommendation from the planning commission, the city council shall consider the application and shall approve, approve with modifications, or deny the proposed amendment.

E. Approval Standards: A decision to amend the zoning map or the text of this title is a matter within

the legislative discretion of the city council as described in subsection 10-5-5A2 of this chapter. In determining whether to enact an amendment, the following factors should be considered:

1. Consistency with the goals, objectives and policies of the city's general plan.
2. Compatibility with the overall character of existing development in the vicinity of the subject property.
3. Effect on immediately adjacent property.
4. Adequacy of facilities and services intended to serve the subject property, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and wastewater and refuse collection.

F. Appeal Of Decision: Any party adversely affected by a decision of the city council to amend the zoning map or the text of this title may, within thirty (30) days after such decision, appeal to the district court as provided in section 10-9a-801 of the Utah code, as amended.

G. Effect Of Approval: Approval of an application to amend the zoning map or the provisions of this title shall not be deemed an approval of a conditional use permit, site plan, or other permit. Approval of such permits shall be obtained in accordance with applicable provisions of this title.

H. Effect Of Disapproval: City council denial of an application to amend the zoning map or the provisions of this title shall preclude the filing of another application covering substantially the same subject or property, or any portion thereof, for one year from the date of the disapproval, except as follows:

1. Another application may be sooner considered if:
 - a. The planning commission determines a substantial change in circumstances has occurred to merit consideration of the application; or
 - b. The application is for a change to a different zone.
2. The city council or planning commission may propose any text or zoning map amendment at any time.

HISTORY

Adopted by Ord. 2007-02 on 7/11/2007

PLANNING COMMISSION

PUBLIC HEARING DOCKET

DATE: 09/28/2022

PUBLIC HEARING HELD FOR:

Proposed Rezone from A-5 to RR for Parcel #04-024-0053

The following were present for the above hearing:

<u>Name – Pease Print</u>	<u>Address</u>	<u>Phone</u>
JAMES CALL	6200 N 3600 W	(801) 510-7825
Candy Barlow	3890 W 6250 N	801-664-5232
Kelsey Jones	10255 N 3600 W	435-225-2365
Justin Jones	6255 N 3600 W	435-764-2952
Boyd Bingham	3525 W 8000 N	435-730-3841
Mary Bingham	3525 W 8000 N	435-279-8127
Vikki Christensen	7055 N 2350 W	435-225-2691
Deanne Perry	7545 N. Salt Cr.	435-279-4783
Thomas Hunt	6619 Willowcreek R Mtn Green	801-664-4724
Dana Shuler	City Engineer	
Angela Anderson	7160 N 2550 W	435-720-1347
William Anderson	7160 N 2550 W -	435-730-1108
Chris Slocum ^{7085 N} _{2350 W}	~~2350 W 7085 N~~	801-698-7629
Tami Slocum	7085 N 2350 W	801-244-5330
Lana Fennesbeck	5895 N 3600 W	435-279-8248
KELVIN JUDD		435-640-4347
Bruce Leishman		435-755-3022
Nate Leishman		435-770-5900

PLANNING COMMISSION

PUBLIC HEARING DOCKET

DATE: 09/28/2022

PUBLIC HEARING HELD FOR:

Proposed Rezone from A-5 to RR for Parcel #04-024-0053

The following were present for the above hearing:

<u>Name – Pease Print</u>	<u>Address</u>	<u>Phone</u>
Kory Wilde	5560 N Hwy 38	435-720-2036
Jessica Adams	5820 N Hwy 38	435-225-2130
Bruce Nelson	5995 N Hwy 3E	435-279-3059
Trina Gardner	5955 N. 3600 W.	435-279-4540
Mike Gardner	" " " "	435-279-6477
Glenna Burt	5990 N. 3600 W.	435-720-3028
Rhees Burt	"	435-720-1003
Carol Johansen	6830 N 3600 W	435-279-3612
Dave Hougard	7320 N Hwy 38	435-279-4630
Bart Pali	6580 N 3600 W	435-230-4384
Teresa Pali	"	435-230-4385
Trevor Gardner	8460 N Hwy 38	435-225-5326
Isaac Leroy	6015 N 3600 W	801-920-5587
Duane Call	6062 N 3600 W	801-546-1114
Niki Wilde Broadhead	6417 N. 3600 W.	801-829-8300
Bret Broadhead	"	801-317-7559

PUBLIC HEARING DOCKET

435-881-5876

My name is Rhees Burt. I have lived in Honeyville for 69 years. During this time I have seen much growth. Just on my street 11 new homes have been built all meeting the 5 acre requirement. There have also been a number of subdivisions built in other areas of Honeyville.

With this being said I see Honeyville slowly going away from the rural community that we all love and appreciate. Rezoning will destroy the country atmosphere and open the flood gates for future building.

I believe that water is another issue. Currently in Honeyville we are under water restrictions. Right now the water issues are manageable. However call me pessimist if you like, if you rezone to 1 acre and allow the building to occur there will be water issues.

Please look into the future and don't destroy the great community we have today.

Questions:

- If rezoning occurs who pays for the water system improvements?**
- Who pays for the road improvements**
- How come the letter that was sent out was not sent to all of the Honeyville residents. This proposed change will effect all residents?**

I am totally against rezoning.

5990 N 3600W
HONEYVILLE UT.

Sept. 26, 2022

Honeyville City Council,

I am writing to oppose changing the zoning in Honeyville.

I live in Honeyville because I like living in a rural community. I do not want to live in a residential neighborhood.

It's not just the green space we like, although that is very important. It's the like-minded rural people. People who help put back a stray animal and fill in the tracks in their lawn instead of suing for damages. People who own tractors and chain saws and don't wait to be asked when snow needs to be plowed or fallen trees removed after a windstorm. People who watch their neighbor's property and care for their animals when they are gone.

When I was young I had many rodeo friends who lived on farms and horse properties in Weber county. Those farms and horse properties are gone. Housing development pushed them out. The people that moved in didn't like the smell of animals. They sued animal owners if their kids got hurt while trespassing in an animal pen. It was no longer possible to ride horses to a neighborhood arena because country roads were replaced by traffic-filled city streets.

Please don't allow that to happen here. We like Honeyville the way it is and want new people to abide by the same zoning laws that we have.

Sincerely

Lana Fonnesbeck
5895 N 3600 W
Honeyville, UT

**HONEYVILLE, UT
PLANNING DEPARTMENT
APPLICATION**

☐ Subdivision ☒ Conditional Use ☐ Zoning Map/Ordinance Amendment ☐ Lot Line Adjustment ☐ Other

* For office use only *		
Application No.:	Filing Fee: \$25.00	Date Filed: 9/9/22
Received By:	Zoning:	

1. Applicant Name: William Anderson
Mailing Address: [REDACTED]
Phone #: [REDACTED] Interest in Property (e.g. owner, lessee or agent) Owner

2. First Party (Owner): _____
Mailing Address: _____
Phone #: _____ Assessor's Parcel # _____, Acres: _____

3. Second Party (Owner): _____
Mailing Address: _____
Phone #: _____ Assessor's Parcel # _____, Acres: _____

4. Engineer/Land Surveyor: F3 Engineering
Mailing Address: [REDACTED]
Phone #: [REDACTED]

5. Site Address/General Location of Property(ies): 7160 N 2550 W Honeyville UT 84314

6. Purpose/objective, including the Amount of Land to be included in Application:
Building a house on property.
additional

7. Minimum Information Required to File Application (application will not be accepted without all of the following):

- * Filing Fee (Refer to Ordinance for various Fees) \$ 25.00
- * Five (5) copies of Plat map or written details (whichever is applicable)
- * One (1) copy 11" x 17" reduction of Plat Map (if applicable)
- * Three (3) copies of Assessor's Parcel map, with subject property(ies) outlined in red.

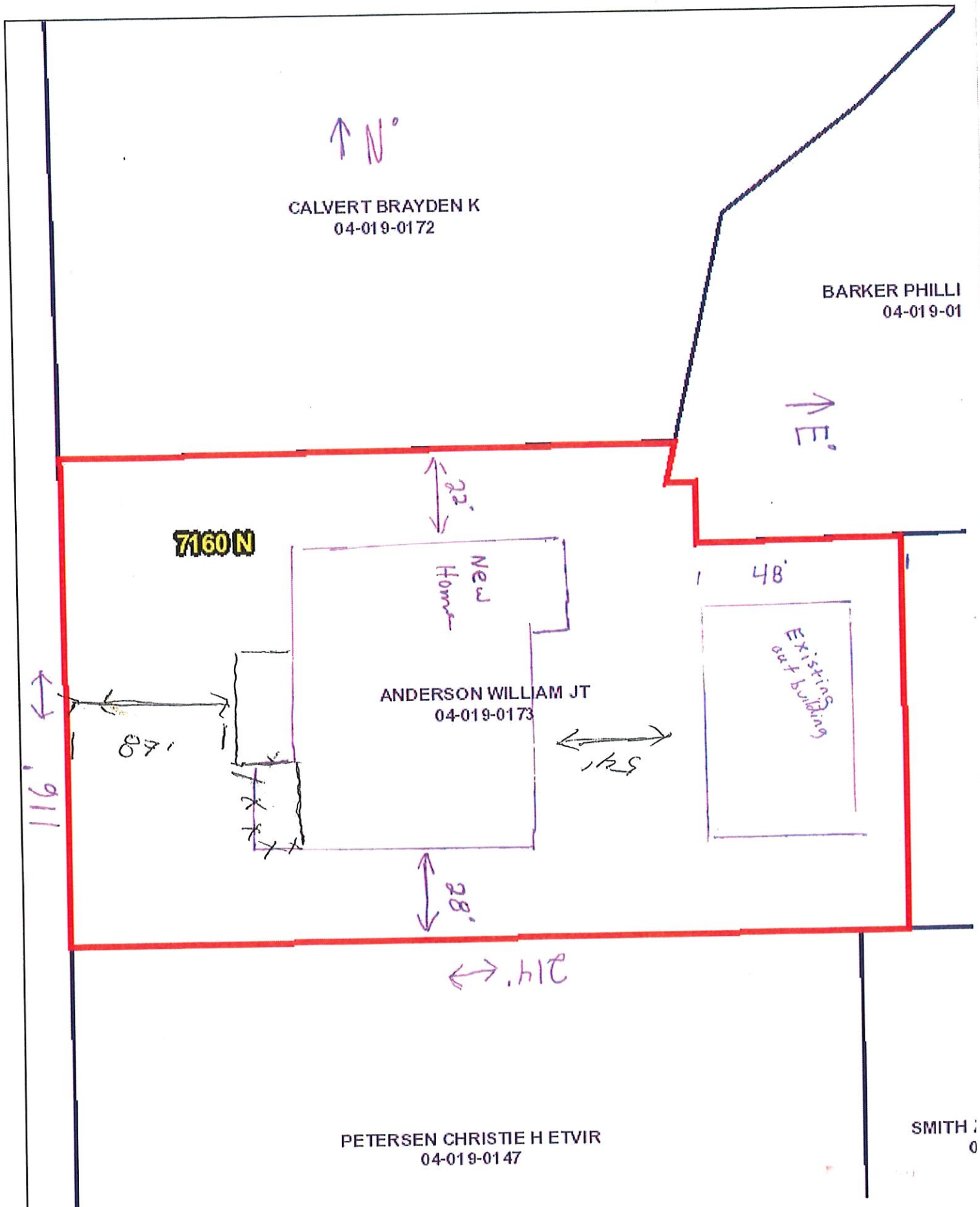
The Planning Commission normally meets on the fourth Wednesday of each month. Applicants will be notified of changes in meetings and meeting times. The Planning Staff will not officially accept a submittal until the conditions and necessary parts of each application procedure are completed. The Planning Commission will not review any submittal that was made less than 10 business days (2nd Wednesday of each month) prior to the scheduled meeting. Submittals are placed on a tentative agenda until necessary staff reviews have been completed.

I affirm that I have read and understand this application and that all representations made and material submitted with this application are true and correct to the best of my knowledge. The signature given below is certification that the owners of record have knowledge of and consent to the filing of this application and supporting data.

Applicants Signature: W Anderson Date: 9/9/22

PD \$25.00 CC 9-9-22

Box Elder County Web Map





RECOMMENDATION OF AWARD

To: Honeyville City

From: Dana Q. Shuler, P.E. *Dana Q. Shuler*
City Engineer's Office
Jones & Associates Consulting Engineers

RE: **RECOMMENDATION OF AWARD**
WATER LINE EXTENSION ALONG SH 38, 6000 N TO 6300 N PROJECT

Date: October 10, 2022

BIDDING

On October 6, 2022 at 2:00 p.m., bids were opened for the Water Line Extension Along SH 38 Project. The bid opening was conducted at City Hall.

Eleven (11) bids were received from the following contractors:

- | | |
|-------------------------|---------------------------------|
| 1. Newman Construction | 7. Leon Poulsen Construction |
| 2. PNL Contruction | 8. 3XL Construction |
| 3. TONCCO | 9. Beck Construction Excavation |
| 4. M.C. Green & Sons | 10. Silver Spur Construction |
| 5. Ormond Construction | 11. Strong Excavation |
| 6. Paragon Construction | |

The bid results are shown on the enclosed Bid Tabulation. The Bid Tabulation shows the bidders in order of lowest to highest according to the corrected Base Bids.

The low bidder, Newman Construction, is qualified and experienced to do this work.

BUDGET

The City has budgeted \$250,000 for this project, for both engineering and construction. The design phase is complete, and construction management is remaining. Design cost \$9,000, and construction management is estimated to be \$6,000, leaving \$235,000 for construction.

AWARD RECOMMENDATION

The City has three (3) options:

1. Award the contract with a concurrent change order resulting in a contract amount of approximately \$235,000;
2. Modify the budget and allocate additional monies for this project, funding more or all of the

project, then award the contract with a concurrent change order resulting in a contract amount matching the allocated amount minus engineering; and

3. Reject all bids.

I have spoken with the low bidder, Newman Construction, and they are willing to modify the project to meet the City's budget.

We feel that options 1 and 2 described above are both good options.

Attachment: Bid Tabulation

BID TABULATION

Honeyville City SH 38 Water Line 6000 North to 6300 North

Bid Opening: October 6, 2022 at 2:00 p.m., Honeyville City Hall

Item	Qty	Unit	Description	ENGINEER'S ESTIMATE			Newman Construction Inc.			PNL Construction Inc.			Tonnesco, Inc.			M.C. Green & Sons Inc. ⁴⁵			Ormond Construction Inc.		
				Unit Price	Total		Unit Price	Total		Unit Price	Total		Unit Price	Total		Unit Price	Total		Unit Price	Total	
1 Mobilization	1	LS		\$ 17,500.00	\$ 17,500.00		\$ 19,500.00	\$ 19,500.00		\$ 23,000.00	\$ 23,000.00		\$ 19,235.00	\$ 19,235.00		\$ 37,418.13	\$ 37,418.13		\$ 40,000.00	\$ 40,000.00	
2 UDOT permit	1	LS		2,000.00	2,000.00		4,000.00	4,000.00		5,000.00	5,000.00		1,000.00	1,000.00		3,795.00	3,795.00		3,500.00	3,500.00	
3 Traffic control - signage and flaggers (assume full-time)	1	LS		40,000.00	40,000.00		44,480.00	44,480.00		29,000.00	29,000.00		30,120.00	30,120.00		11,500.00	11,500.00		46,800.00	46,800.00	
4 Trench safety (when trench box is used)	100	LF		20.00	2,000.00		125.00	12,500.00		49.00	4,900.00		16.50	1,650.00		61.60	6,160.00		50.00	5,000.00	
5 SWPPP/erosion control	1	LS		5,000.00	5,000.00		3,400.00	3,400.00		3,000.00	3,000.00		9,200.00	9,200.00		8,500.00	8,500.00		5,000.00	5,000.00	
6 Pothole in advance	10	EA		500.00	5,000.00		650.00	6,500.00		450.00	4,500.00		300.00	3,000.00		770.00	7,700.00		850.00	8,500.00	
7 Brace power pole per RMP requirements	15	EA		1,500.00	22,500.00		875.00	13,125.00		1,200.00	18,000.00		500.00	500.00		1,138.23	17,073.45		1,200.00	18,000.00	
8 Remove and dispose of existing air/vac station	1	EA		1,200.00	1,200.00		2,350.00	2,350.00		650.00	650.00		800.00	800.00		380.00	380.00		950.00	950.00	
9 Remove and dispose of existing fire hydrant	1	EA		1,000.00	1,000.00		1,060.00	1,060.00		975.00	975.00		600.00	600.00		3,396.80	3,396.80		1,000.00	1,000.00	
10 Obliterate existing valve box	2	EA		200.00	400.00		475.00	950.00		550.00	1,100.00		300.00	300.00		1,838.62	3,677.24		100.00	200.00	
11 10" C-900 PVC water line (includes incidental fittings)	3,060	LF		63.00	192,780.00		80.00	244,800.00		97.25	297,585.00		98.00	299,880.00		95.47	292,138.20		100.78	308,386.80	
12 10" Gate valve	8	EA		3,200.00	25,600.00		4,800.00	38,400.00		3,500.00	28,000.00		4,850.00	38,800.00		4,050.45	32,403.60		4,517.60	36,140.80	
13 8" Gate valve	3	EA		2,500.00	7,500.00		3,250.00	9,750.00		2,450.00	7,350.00		3,925.00	11,775.00		2,869.04	8,607.12		3,354.72	10,064.16	
14 Fire hydrant unit	3	EA		7,500.00	22,500.00		9,400.00	28,200.00		10,336.00	31,008.00		10,021.00	30,063.00		8,778.64	26,335.92		9,598.92	28,796.76	
15 Connection to existing 10" water line (includes incidental fittings)	1	EA		3,500.00	3,500.00		1,910.00	1,910.00		3,540.00	3,540.00		5,000.00	5,000.00		5,664.22	5,664.22		3,954.53	3,954.53	
16 Connection to existing 8" water line (includes incidental fittings)	6	EA		3,200.00	19,200.00		1,720.00	10,320.00		2,935.00	17,610.00		4,250.00	25,500.00		6,169.53	37,017.18		4,245.02	25,470.12	
17 3/4" or 1" Service tap	3	EA		750.00	2,250.00		900.00	2,700.00		950.00	2,850.00		1,740.00	5,220.00		935.00	2,805.00		740.98	2,222.94	
18 3/4" or 1" Water service line	60	LF		30.00	1,800.00		32.00	1,920.00		52.00	3,120.00		43.00	2,580.00		78.14	4,688.40		33.90	2,034.00	
19 Connect new 3/4" or 1" water service line to existing meter	3	EA		600.00	1,800.00		435.00	1,305.00		950.00	2,850.00		1,300.00	3,900.00		1,267.05	3,801.15		381.88	1,145.64	
20 2" Air/vac station	1	EA		5,200.00	5,200.00		8,850.00	8,850.00		4,560.00	4,560.00		6,460.00	6,460.00		5,844.43	5,844.43		8,165.53	8,165.53	
21 Asphalt road repair	60	LF		75.00	4,500.00		93.00	5,580.00		27.00	1,620.00		105.00	6,300.00		121.00	7,260.00		138.48	8,308.80	
22 Asphalt driveway repair	100	LF		60.00	6,000.00		72.00	7,200.00		28.00	2,800.00		75.00	7,500.00		75.00	7,500.00		99.23	9,923.00	
23 Gravel driveway and UDOT shoulder repair	200	TONS		50.00	10,000.00		86.00	17,200.00		20.00	4,000.00		29.50	5,900.00		56.91	11,382.00		31.44	6,288.00	
TOTAL BASE BID (Items 1-23)				\$	399,230.00	\$	486,000.00	\$	497,018.00	\$	526,783.00	\$	534,432.62	\$	578,551.08						

AA-1 Fire hydrant unit via hot tap

1	EA	8,500.00	8,500.00	9,000.00	9,000.00	11,500.00	11,500.00	11,700.00	11,700.00	8,233.00	8,233.00	10,141.80	10,141.80
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				Paragon Construction Systems Inc.			Leon Poulsen Const. Co. Inc.			3XL Construction Inc. ^{1,4,5}			Beck Construction & Excavation, Inc.			Silver Spur Construction ²			Strong Excavation ³		
Item	Description	Qty	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Mobilization	1	LS	\$ 73,039.00	\$ 73,039.00	\$ 34,500.00	\$ 34,500.00	\$ 39,850.00	\$ 39,850.00	\$ 36,500.00	\$ 36,500.00	\$ 37,000.00	\$ 37,000.00	\$ 29,490.11	\$ 29,490.11	\$ 727.18	\$ 727.18				
2	UDOT permit	1	LS	2,216.00		350.00		1,750.00		6,500.00		4,500.00		61,445.48		727.18					
3	Traffic control - signage and flaggers (assume full-time)	1	LS	72,227.00	72,227.00	85,000.00	85,000.00	32,800.00	32,800.00	54,500.00	54,500.00	64,650.00	64,650.00	61,445.48	61,445.48	14,170.00	14,170.00				
4	Trench safety (when trench box is used)	100	LF	7.00	700.00	5.00	500.00	48.00	4,800.00	4.00	400.00	65.00	6,500.00	14.17	1,417.00						
5	SWPPP/erosion control	1	LS	2,770.00	2,770.00	4,000.00	4,000.00	4,850.00	4,850.00	8,500.00	8,500.00	17,800.00	17,800.00	19,409.29	19,409.29						
6	Pothole in advance	10	EA	1,329.00	13,290.00	450.00	4,500.00	750.00	7,500.00	2,000.00	20,000.00	665.00	6,650.00	17,459.60	17,459.60						
7	Brace power pole per RMP requirements	15	EA	1,071.00	16,065.00	1,200.00	18,000.00	950.00	14,250.00	1,500.00	22,500.00	2,000.00	30,000.00	18,139.35	18,139.35						
8	Remove and dispose of existing air/vac station	1	EA	2,955.00	2,955.00	1,200.00	1,200.00	2,180.00	2,180.00	2,700.00	2,700.00	4,750.00	4,750.00	3,635.69	3,635.69						
9	Remove and dispose of existing fire hydrant	1	EA	1,367.00	1,367.00	1,500.00	1,500.00	1,450.00	1,450.00	2,600.00	2,600.00	4,050.00	4,050.00	1,641.70	1,641.70						
10	Obsolete existing valve box	2	EA	684.00	1,368.00	250.00	500.00	350.00	700.00	725.00	1,450.00	1,340.00	2,680.00	654.73	1,309.46						
11	10" C-900 PVC water line (includes incidental fittings)	3,060	LF	99.00	302,940.00	106.00	324,360.00	160.50	491,130.00	125.00	382,500.00	114.00	348,840.00	157.91	483,204.60						
12	10" Gate valve	8	EA	4,388.00	35,104.00	5,400.00	43,200.00	5,100.00	40,800.00	6,000.00	48,000.00	6,450.00	51,600.00	4,790.95	38,327.60						
13	8" Gate valve	3	EA	3,169.00	9,507.00	4,000.00	12,000.00	3,435.00	10,305.00	4,650.00	13,950.00	4,615.00	13,845.00	3,371.16	10,113.48						
14	Fire hydrant unit	3	EA	8,482.00	25,446.00	12,000.00	36,000.00	8,390.00	25,170.00	16,925.00	50,775.00	13,120.00	39,360.00	11,803.34	35,410.02						
15	Connection to existing 10" water line (includes incidental fittings)	1	EA	6,629.00	6,629.00	8,300.00	8,300.00	4,775.00	4,775.00	6,950.00	6,950.00	7,920.00	7,920.00	4,772.10	4,772.10						
16	Connection to existing 8" water line (includes incidental fittings)	6	EA	5,253.00	31,518.00	7,700.00	46,200.00	4,820.00	28,920.00	7,250.00	43,500.00	8,005.00	48,030.00	6,501.77	39,010.62						
17	3/4" or 1" Service tap	3	EA	702.00	2,106.00	1,100.00	3,300.00	580.00	1,740.00	1,375.00	4,125.00	3,960.00	11,880.00	1,471.29	4,413.87						
18	3/4" or 1" Water service line	60	LF	77.00	4,620.00	84.00	5,040.00	28.00	1,680.00	80.00	4,800.00	70.00	4,200.00	111.07	6,664.20						
19	Connect new 3/4" or 1" water service line to existing meter	3	EA	964.00	2,892.00	1,050.00	3,150.00	1,535.00	4,605.00	900.00	2,700.00	2,275.00	6,825.00	304.79	914.37						
20	2" Air/vac station	1	EA	10,383.00	10,383.00	9,000.00	9,000.00	11,500.00	11,500.00	15,650.00	15,650.00	13,590.00	13,590.00	8,418.86	8,418.86						
21	Asphalt road repair	60	LF	116.00	6,960.00	335.00	20,100.00	74.25	4,455.00	140.00	8,400.00	209.00	12,540.00	157.76	9,465.60						
22	Asphalt driveway repair	100	LF	89.00	8,900.00	155.00	15,500.00	55.15	5,515.00	105.00	10,500.00	410.00	41,000.00	89.82	8,982.00						
23	Gravel driveway and UDOT shoulder repair	200	TONS	90.00	18,000.00	75.00	15,000.00	43.00	8,600.00	50.00	10,000.00	55.00	11,000.00	77.35	15,470.00						
TOTAL BASE BID (Items 1-23)				\$	651,002.00	\$	691,200.00	\$	749,325.00	\$	757,500.00	\$	789,210.00	\$	819,842.18						
				*Corrected total																	

AA-1 Fire hydrant unit via hot tap

Additive Alternates

Project Engineer Dana A. Shuler

Date 10/6/2022

Notes:

1. Did not contain original bid bond
2. Italicized numbers represent mathematically corrected number
3. Did not acknowledge receipt of addendum
4. Did not include e-Verify form
5. Did not include subcontractors list

**The DRAFT Minutes of
Honeyville City Council
September 14, 2022 Work Meeting**

Mayor Boyd Bingham called the meeting to order at 6:00 p.m.

Present were Mayor Boyd Bingham, Councilmembers Bruce Nelson, David Hougaard, Kory Wilde, Trevor Gardner and Dale Millsap. Planning Commission members Laurie Hunsaker and Codey Illum.

Approximately 2 members of the public were present.

Employees present were: Brittiny Chlarson, Clerk/Recorder
 Blair Perry, Treasurer

Discussion Item:

A. Junk/Nuisance Ordinances:

The Council met to have an understanding of the issues, what the ordinances say, and how to move forward. The items discussed were:

- 4-2-6: Abatement Procedure: Designates the council member over public health and safety to act as a nuisance inspector. This section also states that written notices may be sent. The city is currently doing this after a member of the community has filed a written complaint. These letters are mailed certified mail so that the office staff is aware that the letter has been received.
- Members of the community call the council members wanting them to resolve the issues without signing a complaint. It was discussed that the council member over public health and safety would be able to sign a complaint in order to move forward.
- The City Attorney has recommended that the city go through all the ordinances and clean up the code.
- They discussed what "junk vehicles" means.
- 10-22-3: Codey suggested changing enforcement from criminal to civil. This would allow the city to assign a fine to violations.
- The Council would like to know the difference between criminal vs. civil. Which is better for the community or easier to enforce.
- Who is going to inspect the issue when a complaint comes in?
- Does the city need a Post Certified individual who can cite issues?
- In reviewing the ordinances, they recommended starting from the beginning and working their way through the code book.
- When certified letters are returned unsigned the council would like to have a Sheriff's deputy deliver the letter. The city may need a separate contract with the Sheriff's department for this. Contact Sheriff Potter regarding this option.

- The Mayor acknowledged that the Office Staff takes the brunt of the citizens' complaints.
- Work Meeting Scheduled for September 28, 2022 @ 6:00 p.m. Invite Blair Wardle and Planning Commission to attend.

BRUCE NELSON motioned to adjourn at 6:50 p.m. KORY WILDE seconded the motion.
MOTION CARRIED with Bruce Nelson for, David Hougaard for, Kory Wilde for, Trevor Gardner for & Trevor Gardner for.

Meeting Adjourned at 6:50 p.m.

The foregoing minutes were taken and typed by Brittiny Chlarson.

I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST:

DATE APPROVED: _____

Brittiny Chlarson – Clerk/Recorder

Boyd Bingham - Mayor

**The DRAFT Minutes of
Honeyville City Council
September 14, 2022 Regular Meeting**

Mayor Boyd Bingham called the meeting to order at 7:00 p.m.

Present were Mayor Boyd Bingham, Councilmembers Bruce Nelson, David Hougaard, Kory Wilde, Trevor Gardner and Dale Millsap.

Approximately 9 members of the public were present.

Employees present were: Brittany Chlarson, Clerk/Recorder
 Blair Perry, Treasurer
 Troy McNeely, Public Works
 Codey Illum, Zoning Administrator

Kory Wilde offered the invocation and led the group in the Pledge of Allegiance.

Conflict of Interest: None noted.

Public Comment Period: No comments were made.

Planning Commission Report – Zoning Administrator, Codey Illum:

- A. Public Hearing:** There will be a public hearing held in the Planning Commission meeting on September 28, 2022 for the proposed Chlarson Subdivision Rezone.
- B. 3 Lot Subdivision:** Codey anticipated a Concept Plan submittal from Keevin Nelson to do a 3 Lot Subdivision.
- C. Kaminska Flag Lot/Building Permit:** A building permit has been issued for the Kaminska's. They have decided not to record that parcel as a Flag Lot. They have 6 months from when it was approved to record this with the county recorder. Therefore, after 6 months the city will issue a letter stating that the parcel will stay as recorded and if they choose to pursue the Flag Lot, they will need to begin the process again.
- D. Fire Hydrant Issue:** Codey has been working with Mr. Hammon regarding a fire hydrant issue. The county is in the process of appointing a new fire marshal. Once the fire marshal is in place the city will rely on their expertise on how to enforce the fire code.

City Administration – Mayor Boyd Bingham:

Discussion Items:

- A. Water Rates/Water Usage:** The council had previously discussed increasing the water rates. **Bruce N** shared that the wells are currently healthy, but we don't have a way of knowing how long they will stay healthy. Bruce had Troy gather information from

2017-2020 (he excluded 2021 because of the drought conditions) and he took the average of what the springs were producing. He reported that what the springs are producing today is only about a quarter of what the average produced. Where the wells may be fine, the springs are as low as they have ever been. Last year the springs were very low with about 250 gallons of water per minute, currently the springs are producing 152 gallons of water per minute. **David H** also expressed that the other communities that share an aquifer with Honeyville are not doing anything to preserve water and that currently the city does not have any limitations on new water hook ups. This can be confusing to residents.

Mayor Bingham shared that in order to stop a water hook up would be to put a moratorium on the water. There is a legal process that needs to be followed to do this. **Bruce N** shared that the city cannot stop people from moving into town, but if the city puts a moratorium on water, they can require individuals to find their own source to supply water to them. **Kory W** shared that Mantua limits developers to 15 water meters per year to help manage the growth.

The city has some upcoming expenses for water improvements, some of which are mandated by the state. In order to cover these costs, there may need to be a water rate increase. The council decided to hold a work meeting on November 9, 2022 at 6:00 p.m. to discuss this issue.

Bruce N reported that the city engineer Dana Shuler shared that it would cost the city \$2,500 for her to help the city with a water rate study. He felt that they need to assess the water impact fees and that they need to establish grounds as to why they're raising the water rates. The city is aware that the state mandate to replace lead pipes will be very costly. **Blair P** stated that current operating costs are skyrocketing. The continuous use of the pumps has raised the power bill significantly. He wanted the council to think about where they would apply those fees, base rates or overage rates. **Bruce & Blair** will come up with a list for the November 9th meeting. They will also produce a list of Residential/Commercial/Ag users.

- B. Flood Hazard Mitigation Plan:** **Mayor Bingham** took issue with the 54" pipe included in this plan. He felt a much smaller pipe would do what is needed. The expense of the pipe alone would cost the city \$100,000.00. He wondered if this was the smartest utilization of funds. **Dale M** expressed caution about stepping into the engineering role as council members. The calculations shared last month were based off of a 100-year event. **Bruce N** shared 2 different 100-year events that he is aware of that have happened this year and is aware that they do happen, however he also struggles with the 54" pipe. He would like to do some more research on this issue. The Mayor and **Bruce** decided to turn down a possible grant because they didn't feel there had been

proper vetting on the presented plan. **Dale M** expressed that a lot of people will not be happy about turning the grant down if it slows the project process down. **Bruce N** understood that feeling but felt that things need to be done right the first time. **Mayor Bingham** expressed that while the engineer is very good, she does not know the lay of the land the way residents do. He reported that the water north of the canal drains into the canal which will take some of the water away; there are also homes that have a natural drainage towards the Salt Creek and there is a small drain on the west side which will take some water. **Dale M** stated that the massive pipes are designed for large amounts of water. He feels that the council has been discussing this issue for a long time and that it needs to move forward and that waiting an additional year is not a good idea. The grant would require the city to pay 25% and would cover 75% and would not commit them to pursuing the project. **Dale M** wondered why then they were not at least applying for the grant. **Bruce N** re-expressed his desire to do his due diligence before spending city funds. He asked if Dale had considered reducing the size of the pipe and changing the slope to create the same or similar results, but reduce the cost of the city. This has not been looked at. Bruce will contact Dana regarding concerns.

- C. Master Metering:** The city will be required by the state to meter the water from the springs. The council discussed budgeting issues and presented the price estimates from Jones & Associates and discussed the benefits of each meter. Bruce felt that the city would get good enough results with the least expensive option which would be the Clamp-On Ultrasonic Meter option. This will be an action item in October.
- D. Think Architecture:** The Mayor cannot get ahold of the architect to find out why he has not put the City Hall project out to bid.
- E. Reconcile Bank Statement – Bruce Nelson**

Action Items:

- A. Rental Home Management:** The council decided to wait one more month to make a decision regarding the rental home, per the options discussed in closed session.
- B. Board of Appeals:** **Mayor Bingham** recommended that David Decoursey serve on the Board of Appeals

DAVID HOUGAARD motioned to approve David Décoursey as a Board of Appeals member. **BRUCE NELSON** seconded the motion. **MOTION CARRIED** with Bruce Nelson for, David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

- C. North Well Gas Chlorination Project:** Dana Shuler with Jones and Associates provided a cost estimate to put in a gas chlorinator at the North Well. Currently the city is running

on a temporary system. The State has required that the city prove they are moving forward with this project. **Bruce N** asked Blair if the city could afford to spend the money to improve the waterline and to install a new chlorinator. The budget would have to be amended to do both projects. Bruce feels the waterline takes priority over the chlorinator project. The water line has led joints and has had several leaks. Blair will look at other capital projects the council had suggested doing this fiscal year. There was discussion about going out for bid after which the council could have a budget discussion. The Mayor asked that Jones & Associates put the project out to bid.

BRUCE NELSON motioned to have Jones and Associates put the Chlorination Project and the Hwy 38 Waterline, 6000 N. – 6300 N. projects out for Bid. DAVID HOUGAARD seconded the motion. MOTION CARRIED Bruce Nelson for, David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

D. Hwy 38 Water Line, 6000 N. – 6300 N.: Addressed in motion above.

E. City Council Regular Meeting Minutes – 08/10/22

DALE MILLSAP motioned to approve the Regular Meeting Minutes of 08/10/22 as presented. DAVID HOUGAARD seconded the motion. MOTION CARRIED with Bruce Nelson for, David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

F. Check & Deposit Details – 08/01/2022 – 08/31/22

DALE MILLSAP motioned to approve the Check & Deposit Details from 08/01/22 – 08/31/22 as presented. DAVID HOUGAARD seconded motion. MOTION CARRIED with Bruce Nelson for, David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

General Community Events/Buildings & Equipment – Councilmember David Hougaard:

- A. **Trunk or Treat:** Kory will take over this event. Info needs to be to the Office by the last week in September to be in the October water bill.
- B. Swap General Community Events and Public Health & Safety between David Hougaard and Kory Wilde.

Parks & Cemeteries/Youth City Council – Councilmember Trevor Gardner:

- A. **Youth City Council:** Trevor is working to get a meeting scheduled with the youth council.
- B. **City Clean Up:** The City will be participating in a City clean up. They will clean along the Highway, Calls Fort Road, and 6900; trim the East side of Honeyville Cemetery and haul off limbs. The State will collect garbage bags from the State Road and the City will haul off trash from City Roads & the limbs.

- C. **Community Volunteer:** David H suggested asking a member of the community to head up clean-up events around the city.

Public Health & Safety/Planning Commission/Youth City Council – Councilmember Kory Wilde

- A. **BRAG City Trails:** Kory has been working with Zach from BRAG to get something put together before the end of October.

Water Systems & Drainage – Councilmember Bruce Nelson:

- A. Items addressed above.

Streets & Roads/Mosquito Abatement/City Communications – Councilmember Dale Millsap

- A. **3600 W. (South Section):** Dale looked at the section of road that was brought to the council's attention in last months City Council meeting. He acknowledged it is in rough shape and will need attention when funds are available.

KORY WILDE motioned to adjourn at 8:10 p.m. BRUCE NELSON seconded the motion.

MOTION CARRIED with Bruce Nelson for, David Hougaard for, Kory Wilde for, Trevor Gardner for and Dale Millsap for.

Meeting Adjourned at 8:10 p.m.

The foregoing minutes were taken and typed by Brittiny Chlarson.

I certify these minutes to be true and accurate to the best of my knowledge.

ATTEST:

DATE APPROVED: _____

Brittiny Chlarson – Clerk/Recorder

Boyd Bingham - Mayor

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
22002	09/01/2022	Ace Hardware		Bank of Utah - New 12/14	
49045	09/01/2022		Weed Eater Fuel	4500 Park Expenditures	-14.98
			Weed Eater Fuel	4590 Cemetary Expenditures	-14.97
			Batteries & Shovel	4500 Park Expenditures	-10.75
			Batteries & Shovel	4590 Cemetary Expenditures	-10.74
			Batteries & Shovel	4415 Class "C" Road Expend.	-10.74
			Batteries & Shovel	6500 Operating Expenses	-10.75
49262	09/01/2022		Cord	4500 Park Expenditures	-8.75
			Cord	4590 Cemetary Expenditures	-8.74
			Cord	4415 Class "C" Road Expend.	-8.75
			Cord	6500 Operating Expenses	-8.75
			Irrigation Timer - Rental Home	4195 Other General Government	-89.99
TOTAL					-197.91
22003	09/01/2022	Bear River Valle...		Bank of Utah - New 12/14	
111...	09/01/2022		Bark - East Park	4500 Park Expenditures	-167.97
111...	09/01/2022		Bark - East Park	4500 Park Expenditures	-167.97
			Finance Charge	4195 Other General Government	-9.15
			Previous Balance	4195 Other General Government	-4.58
TOTAL					-349.67
22004	09/01/2022	Box Elder County	Pot Hole Patching	Bank of Utah - New 12/14	
82302	09/01/2022		Pot Hole Patching	4415 Class "C" Road Expend.	-2,396.32
TOTAL					-2,396.32
22005	09/01/2022	Brigham City Co...	T-Coliform - Report ID# 220718-...	Bank of Utah - New 12/14	
9410	09/01/2022		T-Coliform - Report ID# 220718-61	6500 Operating Expenses	-40.00
TOTAL					-40.00
22006	09/01/2022	Cardmember Se...		Bank of Utah - New 12/14	
479...	09/01/2022		USPS - Certified Letter	4195 Other General Government	-7.85
			Statements	4195 Other General Government	-406.97
			Deposit Slips	4195 Other General Government	-86.99
			USPS - Deeds	4195 Other General Government	-6.24
			USPS - Certified Letters & Busine...	4195 Other General Government	-24.15
			Adobe	4195 Other General Government	-25.34
			Late Fee/Interest	4195 Other General Government	-46.04
479...	09/01/2022		Fees & Interest	4195 Other General Government	-46.04
TOTAL					-649.62
22007	09/01/2022	Cold Water Pest ...	Pest Control at City Hall	Bank of Utah - New 12/14	
3324	09/01/2022		Pest Control at City Hall	4195 Other General Government	-100.00
TOTAL					-100.00
22008	09/01/2022	Comcast.	Office Internet	Bank of Utah - New 12/14	
849...	09/01/2022		Office Internet	4164 Utilities	-103.12
TOTAL					-103.12

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
22009	09/01/2022	Dominion Energy		Bank of Utah - New 12/14	
550...	09/01/2022		City Hall	4164 Utilities	-10.24
241...	09/01/2022		South Well	6210 Utilities	-18.25
115...	09/01/2022		City Shop	4164 Utilities	-6.75
TOTAL					-35.24
22010	09/01/2022	Eco-Turf	Summer Eco Weed & Feed	Bank of Utah - New 12/14	
2585	09/01/2022		Honeyville Cemetery - 3.5 acres	4590 Cemetary Expenditures	-245.00
			Honeyville Park - 6 acres	4500 Park Expenditures	-420.00
			Calls Fort Cemetery - 1.5 acres	4590 Cemetary Expenditures	-105.00
			Honeyville East Park - 2 acres	4500 Park Expenditures	-140.00
TOTAL					-910.00
22011	09/01/2022	Econo Waste	Trash Removal	Bank of Utah - New 12/14	
576...	09/01/2022		Park Trash Removal	4500 Park Expenditures	-36.00
			City Hall Trash Removal	4164 Utilities	-36.00
			Shop Trash Removal	4164 Utilities	-76.00
TOTAL					-148.00
22012	09/01/2022	Granite Telecom...	City Hall Phone	Bank of Utah - New 12/14	
570...	09/01/2022		City Hall Phone	4164 Utilities	-3.45
TOTAL					-3.45
22013	09/01/2022	Greer's Hardware	Tank Weld, Line Strips, Coupling	Bank of Utah - New 12/14	
B69...	09/01/2022		Tank Weld	6500 Operating Expenses	-8.99
			Ballist Line Strips	4500 Park Expenditures	-16.99
			Ballist Line Strips	4590 Cemetary Expenditures	-16.99
			Coupling	4500 Park Expenditures	-13.99
TOTAL					-56.96
22014	09/01/2022	H & H Doors & D...	Shop door repairs	Bank of Utah - New 12/14	
17079	09/01/2022		Shop door repairs	6500 Operating Expenses	-45.00
			Shop door repairs	4415 Class "C" Road Expend.	-45.00
			Shop door repairs	4500 Park Expenditures	-45.00
			Shop door repairs	4590 Cemetary Expenditures	-45.00
TOTAL					-180.00
22015	09/01/2022	Jones & Associa...		Bank of Utah - New 12/14	
20953	09/01/2022		Kaminska Flag Lot	4143-113 Kaminska Ranch	-64.50
			Harper Haven	4144 Engineering Services	-258.00
20954	09/01/2022		Potential Revisions to City Code	4144 Engineering Services	-2,592.75
			General Info - Potential Develop...	4144 Engineering Services	-96.75
			Division of Drinking Water Compli...	6150 Engineering Fees	-64.50
			DDW Min. Sizing Requirement	6150 Engineering Fees	-64.50
			North Well Chlorination	6150 Engineering Fees	-64.50
			Water Line Along Hwy 38, 6000 ...	6150 Engineering Fees	-4,458.00
			FEMA PDM Project & Grant Man...	4144 Engineering Services	-32.25
			FEMA PDM Studies & Engineering	4144 Engineering Services	-387.00
TOTAL					-8,082.75

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
22016	09/01/2022	Kent's Market - ...		Bank of Utah - New 12/14	
02-1...	09/01/2022		4th of July - Pie Eating Contest	4190 Community Educ/Promoti...	-327.76
02-1...	09/01/2022		Relay Race Candy	4190 Community Educ/Promoti...	-26.78
TOTAL					-354.54
22017	09/01/2022	Kory Wilde	Youth Rodeo Gift Cards	Bank of Utah - New 12/14	
Rei...	09/01/2022		Youth Rodeo Gift Cards	4190 Community Educ/Promoti...	-1,675.23
TOTAL					-1,675.23
22018	09/01/2022	Miller Gas	Flip Cap	Bank of Utah - New 12/14	
256	09/01/2022		Flip Cap	6210 Utilities	-13.65
			Flip Cap	4415 Class "C" Road Expend.	-13.65
			Flip Cap	4500 Park Expenditures	-5.85
			Flip Cap	4590 Cemetary Expenditures	-5.85
TOTAL					-39.00
22019	09/01/2022	Mountainland S...		Bank of Utah - New 12/14	
S10...	09/01/2022		Sigma Thermal Cover	6500 Operating Expenses	-450.00
S10...	09/01/2022		Controller with External Sensors	6500 Operating Expenses	-754.20
TOTAL					-1,204.20
22020	09/01/2022	Productivity Plu...	Bolts & Lock Nuts	Bank of Utah - New 12/14	
P07...	09/01/2022		Bolts & Lock Nuts	6500 Operating Expenses	-3.85
TOTAL					-3.85
22021	09/01/2022	Rocky Mountain ...		Bank of Utah - New 12/14	
532...	09/01/2022		City Hall	4164 Utilities	-330.82
			North Weil	6210 Utilities	-1,797.46
			Calls Fort Cemetery	4590 Cemetary Expenditures	-116.27
			Streetlights	4410 Highway/Street Lighting	-714.21
			City Shop	4164 Utilities	-64.64
			Honeyville Cemetery	4590 Cemetary Expenditures	-459.34
			Streetlights	4410 Highway/Street Lighting	-11.84
			Streetlights	4410 Highway/Street Lighting	-16.41
			Honeyville Park Cookshack	4500 Park Expenditures	-66.28
			South Well 3-Phase Pump	6210 Utilities	-3,446.75
			Streetlights	4410 Highway/Street Lighting	-38.49
TOTAL					-7,062.51
22022	09/01/2022	Rural Water Ass...	Membership: Voting Dues	Bank of Utah - New 12/14	
13200	09/01/2022		Membership: Voting Dues	6500 Operating Expenses	-842.00
TOTAL					-842.00
22023	09/01/2022	The Leader	Subscription Renewal	Bank of Utah - New 12/14	
LDR...	09/01/2022		Subscription Renewal	4195 Other General Government	-48.95
TOTAL					-48.95

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
22024	09/01/2022	Think Architecture	City Hall Remodel Architect - C...	Bank of Utah - New 12/14	
22-0...	09/01/2022		City Hall Remodel Architect - Con...	4144 Engineering Services	-2,098.25
TOTAL					-2,098.25
22025	09/01/2022	Verizon Wireless	Electronic Payment System - S...	Bank of Utah - New 12/14	
951...	09/01/2022		Electronic Payment System - Squ...	4164 Utilities	-105.17
TOTAL					-105.17
22026	09/01/2022	Boyd Bingham	September Stipend	Bank of Utah - New 12/14	
Sept...	09/01/2022		September Stipend	4110 Mayor	-100.00
TOTAL					-100.00
22027	09/01/2022	Bruce Nelson	September Stipend	Bank of Utah - New 12/14	
Sept...	09/01/2022		September Stipend	4111 City Council	-50.00
TOTAL					-50.00
22028	09/01/2022	Dale Millsap	September Stipend	Bank of Utah - New 12/14	
Sept...	09/01/2022		September Stipend	4111 City Council	-50.00
TOTAL					-50.00
22029	09/01/2022	Dave Hougaard	September Stipend	Bank of Utah - New 12/14	
Sept...	09/01/2022		September Stipend	4111 City Council	-50.00
TOTAL					-50.00
22030	09/01/2022	Kory Wilde	September Stipend	Bank of Utah - New 12/14	
Sept...	09/01/2022		September Stipend	4111 City Council	-50.00
TOTAL					-50.00
22031	09/01/2022	Trevor Gardner	September Stipend	Bank of Utah - New 12/14	
Sept...	09/01/2022		September Stipend	4111 City Council	-50.00
TOTAL					-50.00
22033	09/03/2022	Brittany G Chlar...		Bank of Utah - New 12/14	
				4115 Emp. Wages - Gen. Govt.	-460.00
				6120 Employee Wages	-220.00
				4117 Employee Ret. Services	-120.84
				401(k) Payable	120.84
				Payroll Expenses	-1.22
				Payroll Liabilities	1.22
				Fed & FICA Payable	1.00
				4116 FICA Expense	-42.16
				Fed & FICA Payable	42.16
				Fed & FICA Payable	42.16
				4116 FICA Expense	-9.86

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
				Fed & FICA Payable	9.86
				Fed & FICA Payable	9.86
				UT Withholding Payable	4.00
TOTAL					-622.98
22034	09/03/2022	Cheyenne L Fra...		Bank of Utah - New 12/14	
				4505 Employee Wages - Parks	-70.00
				4595 Cemetary Wages	-140.00
				4115 Emp. Wages - Gen. Govt.	-217.00
				4116 FICA Expense	-26.48
				Fed & FICA Payable	26.48
				Fed & FICA Payable	26.48
				4116 FICA Expense	-6.20
				Fed & FICA Payable	6.20
				Fed & FICA Payable	6.20
				UT Withholding Payable	7.00
TOTAL					-387.32
22036	09/03/2022	Emma J Wilde		Bank of Utah - New 12/14	
				4595 Cemetary Wages	-52.50
				4505 Employee Wages - Parks	-105.00
				4115 Emp. Wages - Gen. Govt.	-150.00
				4116 FICA Expense	-19.06
				Fed & FICA Payable	19.06
				Fed & FICA Payable	19.06
				4116 FICA Expense	-4.46
				Fed & FICA Payable	4.46
				Fed & FICA Payable	4.46
TOTAL					-283.98
22037	09/03/2022	Troy . McNeely		Bank of Utah - New 12/14	
				4505 Employee Wages - Parks	-65.00
				4115 Emp. Wages - Gen. Govt.	-26.00
				6120 Employee Wages	-1,261.00
				4430 Street Wages	-52.00
				4254 Animal Control Wages	-52.00
				6120 Employee Wages	-624.00
				401(k) Payable	124.80
				4117 Employee Ret. Services	-290.37
				401(k) Payable	290.37
				Fed & FICA Payable	159.00
				4116 FICA Expense	-128.96
				Fed & FICA Payable	128.96
				Fed & FICA Payable	128.96
				4116 FICA Expense	-30.16
				Fed & FICA Payable	30.16
				Fed & FICA Payable	30.16
				UT Withholding Payable	82.00
TOTAL					-1,555.08
22032	09/03/2022	Blair Perry		Bank of Utah - New 12/14	
				6120 Employee Wages	-878.99
				6120 Employee Wages	-94.56
				Fed & FICA Payable	138.00
				4116 FICA Expense	-54.49
				Fed & FICA Payable	54.49
				Fed & FICA Payable	54.49

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
				4116 FICA Expense	-12.75
				Fed & FICA Payable	12.75
				Fed & FICA Payable	12.75
				UT Withholding Payable	16.00
TOTAL					-752.31
22035	09/03/2022	Codey Illum		Bank of Utah - New 12/14	
				4180 Planning & Zoning/BOA	-461.54
				4116 FICA Expense	-28.62
				Fed & FICA Payable	28.62
				Fed & FICA Payable	28.62
				4116 FICA Expense	-6.69
				Fed & FICA Payable	6.69
				Fed & FICA Payable	6.69
				UT Withholding Payable	10.00
TOTAL					-416.23
22038	09/03/2022	Wendy L Lindauer		Bank of Utah - New 12/14	
				4115 Emp. Wages - Gen. Govt.	-624.75
				4116 FICA Expense	-38.74
				Fed & FICA Payable	38.74
				Fed & FICA Payable	38.74
				4116 FICA Expense	-9.06
				Fed & FICA Payable	9.06
				Fed & FICA Payable	9.06
				UT Withholding Payable	20.00
TOTAL					-556.95
22040	09/04/2022	Brittany G Chlar...		Bank of Utah - New 12/14	
				4115 Emp. Wages - Gen. Govt.	-600.00
				6120 Employee Wages	-100.00
				4117 Employee Ret. Services	-124.39
				401(k) Payable	124.39
				Payroll Expenses	-1.26
				Payroll Liabilities	1.26
				Fed & FICA Payable	3.00
				4116 FICA Expense	-43.40
				Fed & FICA Payable	43.40
				Fed & FICA Payable	43.40
				4116 FICA Expense	-10.15
				Fed & FICA Payable	10.15
				Fed & FICA Payable	10.15
				UT Withholding Payable	5.00
TOTAL					-638.45
22041	09/04/2022	Cheyenne L Fra...		Bank of Utah - New 12/14	
				4505 Employee Wages - Parks	-52.50
				4595 Cemetary Wages	-59.50
				4115 Emp. Wages - Gen. Govt.	-14.00
				6120 Employee Wages	-7.00
				4116 FICA Expense	-8.24
				Fed & FICA Payable	8.24
				Fed & FICA Payable	8.24
				4116 FICA Expense	-1.92
				Fed & FICA Payable	1.92
				Fed & FICA Payable	1.92

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
TOTAL					-122.84
22043	09/04/2022	Emma J Wilde		Bank of Utah - New 12/14	
				4595 Cemetary Wages	-71.25
				4505 Employee Wages - Parks	-56.25
				4115 Emp. Wages - Gen. Govt.	-15.00
				4116 FICA Expense	-8.84
				Fed & FICA Payable	8.84
				Fed & FICA Payable	8.84
				4116 FICA Expense	-2.07
				Fed & FICA Payable	2.07
				Fed & FICA Payable	2.07
TOTAL					-131.59
22044	09/04/2022	Troy . McNeely		Bank of Utah - New 12/14	
				4115 Emp. Wages - Gen. Govt.	-455.00
				6120 Employee Wages	-884.00
				4430 Street Wages	-52.00
				4595 Cemetary Wages	-598.00
				6120 Employee Wages	-91.00
				401(k) Payable	124.80
				4117 Employee Ret. Services	-290.37
				401(k) Payable	290.37
				Fed & FICA Payable	159.00
				4116 FICA Expense	-128.96
				Fed & FICA Payable	128.96
				Fed & FICA Payable	128.96
				4116 FICA Expense	-30.16
				Fed & FICA Payable	30.16
				Fed & FICA Payable	30.16
				UT Withholding Payable	82.00
TOTAL					-1,555.08
22045	09/04/2022	Wendy L Lindauer		Bank of Utah - New 12/14	
				4115 Emp. Wages - Gen. Govt.	-403.75
				4116 FICA Expense	-25.03
				Fed & FICA Payable	25.03
				Fed & FICA Payable	25.03
				4116 FICA Expense	-5.85
				Fed & FICA Payable	5.85
				Fed & FICA Payable	5.85
				UT Withholding Payable	6.00
TOTAL					-366.87
22039	09/04/2022	Blair Perry		Bank of Utah - New 12/14	
				6120 Employee Wages	-878.99
				6120 Employee Wages	-94.56
				Fed & FICA Payable	138.00
				4116 FICA Expense	-54.50
				Fed & FICA Payable	54.50
				Fed & FICA Payable	54.50
				4116 FICA Expense	-12.74
				Fed & FICA Payable	12.74
				Fed & FICA Payable	12.74
				UT Withholding Payable	16.00
TOTAL					-752.31

Honeyville City Check Detail September 2022

Num	Date	Name	Memo	Account	Paid Amount
22042	09/04/2022	Codey Illum		Bank of Utah - New 12/14	
				4180 Planning & Zoning/BOA	-461.54
				4116 FICA Expense	-28.61
				Fed & FICA Payable	28.61
				Fed & FICA Payable	28.61
				4116 FICA Expense	-6.69
				Fed & FICA Payable	6.69
				Fed & FICA Payable	6.69
				UT Withholding Payable	10.00
TOTAL					-416.24
	09/06/2022	intuit	Payroll	Bank of Utah - New 12/14	
			Payroll	4195 Other General Government	-16.98
TOTAL					-16.98
22046	09/29/2022	Bear River Valle...		Bank of Utah - New 12/14	
112...	09/29/2022		Bark for East Park	4500 Park Expenditures	-55.99
112...	09/29/2022		Bark for East Park	4500 Park Expenditures	-839.85
112...	09/29/2022		Bark for East Park and Shovel Ha...	4500 Park Expenditures	-303.74
113...	09/29/2022		Dog Food	4253 Animal Control & Reg	-42.49
113...	09/29/2022		Parts for Road Sprayer	4415 Class "C" Road Expend.	-77.56
113...	09/29/2022		Bark for East Park	4500 Park Expenditures	-447.92
113...	09/29/2022		Bark for East Park	4500 Park Expenditures	-279.95
113...	09/29/2022		Bark for East Park	4500 Park Expenditures	-279.95
114...	09/29/2022		Landmaster, Amine and Sterling/...	4415 Class "C" Road Expend.	-606.35
TOTAL					-2,933.80
22047	09/29/2022	Caterpillar Finan...	Backhoe Property Tax	Bank of Utah - New 12/14	
328...	09/29/2022		Backhoe Property Tax	4415 Class "C" Road Expend.	-54.36
TOTAL					-54.36
22048	09/29/2022	Dominion Energy		Bank of Utah - New 12/14	
241...	09/29/2022		South Well	6210 Utilities	-18.25
550...	09/29/2022		City Hall	4164 Utilities	-10.61
115...	09/29/2022		City Shop	4164 Utilities	-6.75
TOTAL					-35.61
22049	09/29/2022	Econo Waste	Trash Removal	Bank of Utah - New 12/14	
577...	09/29/2022		Park - Trash Removal	4500 Park Expenditures	-36.00
			City hall - Trash Removal	4164 Utilities	-36.00
			Shop - Trash Removal	4164 Utilities	-76.00
TOTAL					-148.00
22050	09/29/2022	Frontier	City Hall Phone	Bank of Utah - New 12/14	
435...	09/29/2022		City Hall Phone	4164 Utilities	-118.56
TOTAL					-118.56
22051	09/29/2022	Greer's Hardware	Deck Mop, Super Weld, Tape a...	Bank of Utah - New 12/14	

Honeyville City

Check Detail

September 2022

Num	Date	Name	Memo	Account	Paid Amount
B70...	09/29/2022		Deck Mop, Super Weld, Tape an...	4415 Class "C" Road Expend.	-7.12
			Deck Mop, Super Weld, Tape an...	6500 Operating Expenses	-7.12
			Deck Mop, Super Weld, Tape an...	4500 Park Expenditures	-7.11
			Deck Mop, Super Weld, Tape an...	4590 Cemetary Expenditures	-7.11
TOTAL					-28.46
22052	09/29/2022	Mid-American R...	Wasp Spray	Bank of Utah - New 12/14	
251...	09/29/2022		Wasp Spray	6500 Operating Expenses	-42.91
			Wasp Spray	4415 Class "C" Road Expend.	-42.91
			Wasp Spray	4500 Park Expenditures	-42.91
			Wasp Spray	4590 Cemetary Expenditures	-42.92
TOTAL					-171.65
22053	09/29/2022	Productivity Plu...	Galv Fittings, Ball Valve, & T-R...	Bank of Utah - New 12/14	
P08...	09/29/2022		Galv Fittings, Ball Valve, & T-Rod...	4415 Class "C" Road Expend.	-85.43
TOTAL					-85.43
22054	09/29/2022	Quiklink Internet	Shop Internet	Bank of Utah - New 12/14	
14261	09/29/2022		Shop Internet	4164 Utilities	-75.00
TOTAL					-75.00
22055	09/29/2022	Ricoh USA, Inc.	Copier Lease	Bank of Utah - New 12/14	
106...	09/29/2022		Copier Lease	4195 Other General Government	-136.16
TOTAL					-136.16
22056	09/29/2022	Tremonton Ace ...		Bank of Utah - New 12/14	
82018	09/29/2022		Pipe Wrench	4415 Class "C" Road Expend.	-10.00
			Pipe Wrench	6500 Operating Expenses	-10.00
			Pipe Wrench	4500 Park Expenditures	-9.99
			Pipe Wrench	4590 Cemetary Expenditures	-9.99
82023	09/29/2022		Floor Fan for North Well House	6500 Operating Expenses	-54.99
			Cooler Pump for South Well House	6500 Operating Expenses	-36.99
82041	09/29/2022		Riser	4590 Cemetary Expenditures	-9.48
82048	09/29/2022		Bolts & Nuts	6500 Operating Expenses	-10.14
			Bolts & Nuts	4415 Class "C" Road Expend.	-10.14
			Bolts & Nuts	4500 Park Expenditures	-10.14
			Bolts & Nuts	4590 Cemetary Expenditures	-10.14
TOTAL					-182.00
22057	09/29/2022	Yes Printing Tre...	Water System Map	Bank of Utah - New 12/14	
35751	09/29/2022		Water System Map	6500 Operating Expenses	-20.16
TOTAL					-20.16
	09/29/2022		Returned Check & Chargeback ...	Bank of Utah - New 12/14	
			Returned Check & Chargeback Fee	6010 Charges for Services	-170.00
TOTAL					-170.00

9:34 AM
10/12/22

Honeyville City
Deposit Detail
September 2022

Type	Num	Date	Account	Amount
Deposit		09/01/2022	Bank of Utah - New 12/14	72.22
			6010 Charges for Services	2.78
Payment		09/01/2022	Undeposited Funds	-75.00
TOTAL				-72.22
Deposit		09/02/2022	Bank of Utah - New 12/14	190.76
			6010 Charges for Services	7.24
Payment		09/02/2022	Undeposited Funds	-145.00
Payment		09/02/2022	Undeposited Funds	-53.00
TOTAL				-190.76
Deposit		09/06/2022	Bank of Utah - New 12/14	1,238.00
Payment		09/06/2022	Undeposited Funds	-40.00
Payment	194	09/06/2022	Undeposited Funds	-40.00
Payment	15577...	09/06/2022	Undeposited Funds	-40.00
Payment	995011	09/06/2022	Undeposited Funds	-40.00
Payment	15472...	09/06/2022	Undeposited Funds	-40.00
Payment	15548...	09/06/2022	Undeposited Funds	-200.00
Payment	14962...	09/06/2022	Undeposited Funds	-10.00
Payment	15234...	09/06/2022	Undeposited Funds	-120.00
Payment	14947...	09/06/2022	Undeposited Funds	-60.00
Payment	15598...	09/06/2022	Undeposited Funds	-50.00
Payment	14841...	09/06/2022	Undeposited Funds	-40.00
Payment	14895...	09/06/2022	Undeposited Funds	-40.00
Payment	14684...	09/06/2022	Undeposited Funds	-111.00
Payment	14813...	09/06/2022	Undeposited Funds	-100.00
Payment	2938	09/06/2022	Undeposited Funds	-62.00
Payment	211	09/06/2022	Undeposited Funds	-45.00
Payment	3852	09/06/2022	Undeposited Funds	-200.00
TOTAL				-1,238.00
Deposit		09/06/2022	Bank of Utah - New 12/14	1,296.00
Payment	3.443	09/06/2022	Undeposited Funds	-40.00
Payment	186	09/06/2022	Undeposited Funds	-120.00
Payment	2226	09/06/2022	Undeposited Funds	-81.00
Payment	895050	09/06/2022	Undeposited Funds	-40.00
Payment	270	09/06/2022	Undeposited Funds	-40.00
Payment	6057	09/06/2022	Undeposited Funds	-40.00
Payment	1308	09/06/2022	Undeposited Funds	-87.00
Payment	16535...	09/06/2022	Undeposited Funds	-64.00
Payment	223	09/06/2022	Undeposited Funds	-274.00
Payment	16542...	09/06/2022	Undeposited Funds	-60.00
Payment	29160...	09/06/2022	Undeposited Funds	-70.00
Payment	16417...	09/06/2022	Undeposited Funds	-40.00
Payment	8924	09/06/2022	Undeposited Funds	-40.00
Payment	16217...	09/06/2022	Undeposited Funds	-40.00
Payment	8923	09/06/2022	Undeposited Funds	-83.00
Payment	16395...	09/06/2022	Undeposited Funds	-35.00
Payment	19709...	09/06/2022	Undeposited Funds	-40.00
Payment	5359	09/06/2022	Undeposited Funds	-102.00
TOTAL				-1,296.00
Deposit		09/06/2022	Bank of Utah - New 12/14	1,424.00
Payment	121	09/06/2022	Undeposited Funds	-40.00
Payment	2989	09/06/2022	Undeposited Funds	-40.00

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Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Payment	19713...	09/06/2022	Undeposited Funds	-40.00
Payment	1196	09/06/2022	Undeposited Funds	-80.00
Payment	29173...	09/06/2022	Undeposited Funds	-40.00
Payment	3476	09/06/2022	Undeposited Funds	-109.00
Payment	4299	09/06/2022	Undeposited Funds	-40.00
Payment	55003	09/06/2022	Undeposited Funds	-122.00
Payment	2000191	09/06/2022	Undeposited Funds	-165.00
Payment	8407	09/06/2022	Undeposited Funds	-82.00
Payment	3707	09/06/2022	Undeposited Funds	-69.00
Payment	21111	09/06/2022	Undeposited Funds	-80.00
Payment	21111	09/06/2022	Undeposited Funds	-80.00
Payment	21111	09/06/2022	Undeposited Funds	-80.00
Payment	21111	09/06/2022	Undeposited Funds	-80.00
Payment	29161...	09/06/2022	Undeposited Funds	-40.00
Payment	2049	09/06/2022	Undeposited Funds	-197.00
Payment	330	09/06/2022	Undeposited Funds	-40.00
TOTAL				-1,424.00
Deposit		09/06/2022	Bank of Utah - New 12/14	905.00
Payment	1222	09/06/2022	Undeposited Funds	-40.00
Payment	701	09/06/2022	Undeposited Funds	-44.00
Payment	800155	09/06/2022	Undeposited Funds	-47.00
Payment	266	09/06/2022	Undeposited Funds	-40.00
Payment	443	09/06/2022	Undeposited Funds	-40.00
Payment	242	09/06/2022	Undeposited Funds	-40.00
Payment	7313	09/06/2022	Undeposited Funds	-40.00
Payment	912	09/06/2022	Undeposited Funds	-68.00
Payment	4309	09/06/2022	Undeposited Funds	-72.00
Payment	5937	09/06/2022	Undeposited Funds	-55.00
Payment	1073	09/06/2022	Undeposited Funds	-74.00
Payment	4730	09/06/2022	Undeposited Funds	-40.00
Payment	1363	09/06/2022	Undeposited Funds	-40.00
Payment	60298	09/06/2022	Undeposited Funds	-112.00
Payment	139	09/06/2022	Undeposited Funds	-40.00
Payment	8868	09/06/2022	Undeposited Funds	-66.00
Payment	825	09/06/2022	Undeposited Funds	-47.00
TOTAL				-905.00
Deposit		09/06/2022	Bank of Utah - New 12/14	1,572.00
Payment	239	09/06/2022	Undeposited Funds	-40.00
Payment	10636	09/06/2022	Undeposited Funds	-167.00
Payment	161	09/06/2022	Undeposited Funds	-40.00
Payment	1592	09/06/2022	Undeposited Funds	-116.00
Payment	323	09/06/2022	Undeposited Funds	-65.00
Payment	123	09/06/2022	Undeposited Funds	-165.00
Payment	3883	09/06/2022	Undeposited Funds	-40.00
Payment	122	09/06/2022	Undeposited Funds	-80.00
Payment	2491	09/06/2022	Undeposited Funds	-80.00
Payment	7436	09/06/2022	Undeposited Funds	-66.00
Payment	424	09/06/2022	Undeposited Funds	-40.00
Payment	8511	09/06/2022	Undeposited Funds	-200.00
Payment	4384	09/06/2022	Undeposited Funds	-80.00
Payment	800106	09/06/2022	Undeposited Funds	-59.00
Payment	4308	09/06/2022	Undeposited Funds	-65.00
Payment	14161	09/06/2022	Undeposited Funds	-143.00
Payment	102	09/06/2022	Undeposited Funds	-86.00
Payment	60293	09/06/2022	Undeposited Funds	-40.00
TOTAL				-1,572.00
Deposit		09/06/2022	Bank of Utah - New 12/14	1,000.00

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Honeyville City Deposit Detail September 2022

Type	Num	Date	Account	Amount
			3480 Cemeteries (Burial Plots)	-125.00
Payment	5685	09/06/2022	Undeposited Funds	-99.00
Payment	1759	09/06/2022	Undeposited Funds	-55.00
Payment	149	09/06/2022	Undeposited Funds	-111.00
Payment	824	09/06/2022	Undeposited Funds	-49.00
Payment	162	09/06/2022	Undeposited Funds	-45.00
Payment	10154	09/06/2022	Undeposited Funds	-199.00
Payment	2837	09/06/2022	Undeposited Funds	-100.00
Payment	77519...	09/06/2022	Undeposited Funds	-102.00
Payment	1638	09/06/2022	Undeposited Funds	-75.00
Payment	7528	09/06/2022	Undeposited Funds	-40.00
TOTAL				-1,000.00
Deposit		09/07/2022	Bank of Utah - New 12/14	217.00
Payment	13	09/07/2022	Undeposited Funds	-97.00
Payment	1218	09/07/2022	Undeposited Funds	-120.00
TOTAL				-217.00
Deposit		09/07/2022	Bank of Utah - New 12/14	498.00
Payment	1387	09/07/2022	Undeposited Funds	-40.00
Payment	732	09/07/2022	Undeposited Funds	-84.00
Payment	3320	09/07/2022	Undeposited Funds	-40.00
Payment	6630	09/07/2022	Undeposited Funds	-120.00
Payment	15230...	09/07/2022	Undeposited Funds	-50.00
Payment	1276	09/07/2022	Undeposited Funds	-40.00
Payment	1762	09/07/2022	Undeposited Funds	-40.00
Payment	229	09/07/2022	Undeposited Funds	-84.00
TOTAL				-498.00
Deposit		09/07/2022	Bank of Utah - New 12/14	224.55
			6010 Charges for Services	7.45
Payment		09/07/2022	Undeposited Funds	-78.00
Payment		09/07/2022	Undeposited Funds	-52.00
Payment		09/07/2022	Undeposited Funds	-62.00
Payment		09/07/2022	Undeposited Funds	-40.00
TOTAL				-224.55
Deposit		09/08/2022	Bank of Utah - New 12/14	1,067.00
Payment		09/08/2022	Undeposited Funds	-40.00
Payment		09/08/2022	Undeposited Funds	-40.00
Payment		09/08/2022	Undeposited Funds	-120.00
Payment	1235	09/08/2022	Undeposited Funds	-40.00
Payment	6726	09/08/2022	Undeposited Funds	-102.00
Payment	2740	09/08/2022	Undeposited Funds	-80.00
Payment	2857	09/08/2022	Undeposited Funds	-146.00
Payment	5535	09/08/2022	Undeposited Funds	-48.00
Payment	2282	09/08/2022	Undeposited Funds	-40.00
Payment	10146	09/08/2022	Undeposited Funds	-73.00
Payment	4268	09/08/2022	Undeposited Funds	-89.00
Payment	8744	09/08/2022	Undeposited Funds	-43.00
Payment	3062	09/08/2022	Undeposited Funds	-80.00
Payment	13295	09/08/2022	Undeposited Funds	-40.00
Payment	3851	09/08/2022	Undeposited Funds	-46.00
Payment	5599	09/08/2022	Undeposited Funds	-40.00
TOTAL				-1,067.00

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Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Deposit		09/08/2022	Bank of Utah - New 12/14	1,095.95
			3221 Building, Structures Etc.	-882.20
			3210 Business Licenses/Permits	-30.00
			6010 Charges for Services	7.94
			3221 Building, Structures Etc.	32.31
Payment		09/08/2022	Undeposited Funds	-115.00
Payment		09/08/2022	Undeposited Funds	-25.00
Payment		09/08/2022	Undeposited Funds	-84.00
TOTAL				-1,095.95
Deposit		09/09/2022	Bank of Utah - New 12/14	1,139.03
Payment	3678	09/09/2022	Undeposited Funds	-97.00
Payment	1699	09/09/2022	Undeposited Funds	-83.00
Payment	800104	09/09/2022	Undeposited Funds	-40.00
Payment	323	09/09/2022	Undeposited Funds	-166.83
Payment	800050	09/09/2022	Undeposited Funds	-20.00
Payment	7469	09/09/2022	Undeposited Funds	-40.00
Payment	8000071	09/09/2022	Undeposited Funds	-91.00
Payment	19724...	09/09/2022	Undeposited Funds	-55.00
Payment	138	09/09/2022	Undeposited Funds	-50.00
Payment	1812	09/09/2022	Undeposited Funds	-113.00
Payment	900	09/09/2022	Undeposited Funds	-65.00
Payment	24858...	09/09/2022	Undeposited Funds	-120.00
Payment	24858...	09/09/2022	Undeposited Funds	-40.00
Payment	16882...	09/09/2022	Undeposited Funds	-38.20
Payment	16751...	09/09/2022	Undeposited Funds	-40.00
Payment	16746...	09/09/2022	Undeposited Funds	-40.00
Payment	16789...	09/09/2022	Undeposited Funds	-40.00
TOTAL				-1,139.03
Deposit		09/09/2022	Bank of Utah - New 12/14	1,150.00
			3480 Cemeteries (Burial Plots)	-20.00
Payment	16971...	09/09/2022	Undeposited Funds	-40.00
Payment	17033...	09/09/2022	Undeposited Funds	-40.00
Payment	16716...	09/09/2022	Undeposited Funds	-66.00
Payment	16919...	09/09/2022	Undeposited Funds	-77.00
Payment	16874...	09/09/2022	Undeposited Funds	-110.00
Payment	16924...	09/09/2022	Undeposited Funds	-117.00
Payment	16936...	09/09/2022	Undeposited Funds	-140.00
Payment	16916...	09/09/2022	Undeposited Funds	-185.00
Payment	6188	09/09/2022	Undeposited Funds	-51.00
Payment	995150	09/09/2022	Undeposited Funds	-56.00
Payment	5672	09/09/2022	Undeposited Funds	-88.00
Payment	4417	09/09/2022	Undeposited Funds	-40.00
Payment	551	09/09/2022	Undeposited Funds	-80.00
Payment	293	09/09/2022	Undeposited Funds	-40.00
TOTAL				-1,150.00
Deposit		09/12/2022	Bank of Utah - New 12/14	1,039.00
Payment		09/12/2022	Undeposited Funds	-45.00
Payment	23790	09/12/2022	Undeposited Funds	-113.00
Payment	2092	09/12/2022	Undeposited Funds	-57.00
Payment	7200	09/12/2022	Undeposited Funds	-43.00
Payment	60024	09/12/2022	Undeposited Funds	-144.00
Payment	500120	09/12/2022	Undeposited Funds	-78.00
Payment	19733...	09/12/2022	Undeposited Funds	-40.00
Payment	7727	09/12/2022	Undeposited Funds	-50.00
Payment	19733...	09/12/2022	Undeposited Funds	-27.00
Payment	3085	09/12/2022	Undeposited Funds	-43.00

Honeyville City Deposit Detail September 2022

Type	Num	Date	Account	Amount
Payment	800246	09/12/2022	Undeposited Funds	-99.00
Payment	1982	09/12/2022	Undeposited Funds	-40.00
Payment	2934	09/12/2022	Undeposited Funds	-40.00
Payment	4394	09/12/2022	Undeposited Funds	-51.00
Payment	138	09/12/2022	Undeposited Funds	-49.00
Payment	1871	09/12/2022	Undeposited Funds	-40.00
Payment	6566	09/12/2022	Undeposited Funds	-40.00
Payment	29215...	09/12/2022	Undeposited Funds	-40.00
TOTAL				-1,039.00
Deposit		09/12/2022	Bank of Utah - New 12/14	1,776.81
			3110 General Property Taxes	-856.81
Payment	884	09/12/2022	Undeposited Funds	-40.00
Payment	800138	09/12/2022	Undeposited Funds	-47.00
Payment	1534	09/12/2022	Undeposited Funds	-74.00
Payment	60401	09/12/2022	Undeposited Funds	-304.00
Payment	901	09/12/2022	Undeposited Funds	-80.00
Payment	60073	09/12/2022	Undeposited Funds	-70.00
Payment	1749	09/12/2022	Undeposited Funds	-83.00
Payment	19737...	09/12/2022	Undeposited Funds	-62.00
Payment	19737...	09/12/2022	Undeposited Funds	-40.00
Payment	19737...	09/12/2022	Undeposited Funds	-40.00
Payment	19737...	09/12/2022	Undeposited Funds	-40.00
Payment	539	09/12/2022	Undeposited Funds	-40.00
TOTAL				-1,776.81
Deposit		09/12/2022	Bank of Utah - New 12/14	2,920.30
			3480 Cemeteries (Burial Plots)	-2,808.00
			3480 Cemeteries (Burial Plots)	78.70
Payment		09/12/2022	Undeposited Funds	-150.00
Payment		09/12/2022	Undeposited Funds	-41.00
TOTAL				-2,920.30
Deposit		09/12/2022	Bank of Utah - New 12/14	66.03
			3210 Business Licenses/Permits	-25.00
			6010 Charges for Services	1.97
Payment		09/01/2022	Undeposited Funds	-43.00
TOTAL				-66.03
Deposit		09/13/2022	Bank of Utah - New 12/14	1,559.00
Payment	19741...	09/13/2022	Undeposited Funds	-40.00
Payment	2038	09/13/2022	Undeposited Funds	-40.00
Payment	1391	09/13/2022	Undeposited Funds	-40.00
Payment	217	09/13/2022	Undeposited Funds	-52.00
Payment	77649*...	09/13/2022	Undeposited Funds	-149.00
Payment	29*180...	09/13/2022	Undeposited Funds	-408.00
Payment	29210...	09/13/2022	Undeposited Funds	-40.00
Payment	25051...	09/13/2022	Undeposited Funds	-50.00
Payment	25211...	09/13/2022	Undeposited Funds	-51.00
Payment	17257...	09/13/2022	Undeposited Funds	-56.00
Payment	5288821	09/13/2022	Undeposited Funds	-80.00
Payment	25243...	09/13/2022	Undeposited Funds	-90.00
Payment	17292...	09/13/2022	Undeposited Funds	-103.00
Payment	25324...	09/13/2022	Undeposited Funds	-108.00
Payment	25290...	09/13/2022	Undeposited Funds	-118.00
Payment	995145	09/13/2022	Undeposited Funds	-40.00
Payment	5050	09/13/2022	Undeposited Funds	-44.00

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Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Payment	25458...	09/13/2022	Undeposited Funds	-50.00
TOTAL				-1,559.00
Deposit		09/13/2022	Bank of Utah - New 12/14	190.00
Payment	17342...	09/13/2022	Undeposited Funds	-190.00
TOTAL				-190.00
Deposit		09/13/2022	Bank of Utah - New 12/14	240.00
Payment		09/13/2022	Undeposited Funds	-240.00
TOTAL				-240.00
Deposit		09/13/2022	Bank of Utah - New 12/14	100.00
Payment		09/13/2022	3480 Cemeteries (Burial Plots) Undeposited Funds	-20.00 -80.00
TOTAL				-100.00
Deposit		09/13/2022	Bank of Utah - New 12/14	55.00
Payment		09/13/2022	Undeposited Funds	-55.00
TOTAL				-55.00
Deposit		09/14/2022	Bank of Utah - New 12/14	1,281.00
Payment		09/14/2022	Undeposited Funds	-160.00
Payment		09/14/2022	Undeposited Funds	-40.00
Payment	1372	09/14/2022	Undeposited Funds	-161.00
Payment	2649	09/14/2022	Undeposited Funds	-59.00
Payment	142	09/14/2022	Undeposited Funds	-247.00
Payment	1289	09/14/2022	Undeposited Funds	-40.00
Payment	2023	09/14/2022	Undeposited Funds	-42.00
Payment	5861	09/14/2022	Undeposited Funds	-40.00
Payment	2926	09/14/2022	Undeposited Funds	-40.00
Payment	2530	09/14/2022	Undeposited Funds	-40.00
Payment	836	09/14/2022	Undeposited Funds	-40.00
Payment	600	09/14/2022	Undeposited Funds	-40.00
Payment	1793	09/14/2022	Undeposited Funds	-52.00
Payment	7569	09/14/2022	Undeposited Funds	-40.00
Payment		09/14/2022	Undeposited Funds	-57.00
Payment	1466	09/14/2022	Undeposited Funds	-121.00
Payment	193	09/14/2022	Undeposited Funds	-62.00
TOTAL				-1,281.00
Deposit		09/14/2022	Bank of Utah - New 12/14	89.85
			6010 Charges for Services	3.15
Payment		09/14/2022	Undeposited Funds	-53.00
Payment		09/14/2022	Undeposited Funds	-40.00
TOTAL				-89.85
Deposit		09/15/2022	Bank of Utah - New 12/14	1,273.00
Payment		09/15/2022	Undeposited Funds	-80.00
Payment	1361	09/15/2022	Undeposited Funds	-40.00

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Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Payment	120	09/15/2022	Undeposited Funds	-40.00
Payment	9177	09/15/2022	Undeposited Funds	-80.00
Payment	1364	09/15/2022	Undeposited Funds	-141.00
Payment	2424	09/15/2022	Undeposited Funds	-270.00
Payment	4038	09/15/2022	Undeposited Funds	-69.00
Payment	665	09/15/2022	Undeposited Funds	-62.00
Payment	800107	09/15/2022	Undeposited Funds	-40.00
Payment	30824	09/15/2022	Undeposited Funds	-140.00
Payment	8000092	09/15/2022	Undeposited Funds	-130.00
Payment	141	09/15/2022	Undeposited Funds	-101.00
Payment	3869	09/15/2022	Undeposited Funds	-40.00
Payment	3869	09/15/2022	Undeposited Funds	-40.00
TOTAL				-1,273.00
Deposit		09/15/2022	Bank of Utah - New 12/14	522.00
Payment	1080	09/15/2022	Undeposited Funds	-40.00
Payment	137	09/15/2022	Undeposited Funds	-40.00
Payment	15575	09/15/2022	Undeposited Funds	-62.00
Payment	19745...	09/15/2022	Undeposited Funds	-100.00
Payment	19744...	09/15/2022	Undeposited Funds	-50.00
Payment	500119	09/15/2022	Undeposited Funds	-40.00
Payment	60117	09/15/2022	Undeposited Funds	-40.00
Payment	800076	09/15/2022	Undeposited Funds	-40.00
Payment	1667	09/15/2022	Undeposited Funds	-66.00
Payment	3937	09/15/2022	Undeposited Funds	-44.00
TOTAL				-522.00
Deposit		09/15/2022	Bank of Utah - New 12/14	375.13
			3221 Building, Structures Etc.	-125.84
			6010 Charges for Services	14.39
Payment		09/15/2022	Undeposited Funds	-25.00
Payment		09/15/2022	Undeposited Funds	-69.68
Payment		09/15/2022	Undeposited Funds	-49.00
Payment		09/15/2022	Undeposited Funds	-120.00
TOTAL				-375.13
Deposit		09/16/2022	Bank of Utah - New 12/14	887.00
Payment	17547...	09/16/2022	Undeposited Funds	-40.00
Payment	800001	09/16/2022	Undeposited Funds	-20.00
Payment	17624...	09/16/2022	Undeposited Funds	-43.00
Payment	17549...	09/16/2022	Undeposited Funds	-40.00
Payment	17655...	09/16/2022	Undeposited Funds	-88.00
Payment	17559...	09/16/2022	Undeposited Funds	-48.00
Payment	5723	09/16/2022	Undeposited Funds	-40.00
Payment	995569	09/16/2022	Undeposited Funds	-40.00
Payment	5860	09/16/2022	Undeposited Funds	-40.00
Payment	17707...	09/16/2022	Undeposited Funds	-43.00
Payment	995092	09/16/2022	Undeposited Funds	-62.00
Payment	17736...	09/16/2022	Undeposited Funds	-49.00
Payment	18101...	09/16/2022	Undeposited Funds	-43.00
Payment	18195...	09/16/2022	Undeposited Funds	-40.00
Payment	17821...	09/16/2022	Undeposited Funds	-60.00
Payment	17996...	09/16/2022	Undeposited Funds	-50.00
Payment	17958...	09/16/2022	Undeposited Funds	-79.00
Payment	18086...	09/16/2022	Undeposited Funds	-62.00
TOTAL				-887.00
Deposit		09/16/2022	Bank of Utah - New 12/14	2,210.00

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Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Payment		09/16/2022	Undeposited Funds	-160.00
Payment	3206	09/16/2022	Undeposited Funds	-78.00
Payment	46915	09/16/2022	Undeposited Funds	-140.00
Payment	255	09/16/2022	Undeposited Funds	-40.00
Payment	1920	09/16/2022	Undeposited Funds	-40.00
Payment	2140	09/16/2022	Undeposited Funds	-40.00
Payment	17971...	09/16/2022	Undeposited Funds	-91.00
Payment	17828...	09/16/2022	Undeposited Funds	-114.00
Payment	17964...	09/16/2022	Undeposited Funds	-163.00
Payment	995013	09/16/2022	Undeposited Funds	-100.00
Payment	14296...	09/16/2022	Undeposited Funds	-40.00
Payment	22414	09/16/2022	Undeposited Funds	-1,204.00
TOTAL				-2,210.00
Deposit		09/19/2022	Bank of Utah - New 12/14	1,283.00
Payment	528	09/19/2022	Undeposited Funds	-71.00
Payment	5825	09/19/2022	Undeposited Funds	-160.00
Payment	29244...	09/19/2022	Undeposited Funds	-75.00
Payment	4383	09/19/2022	Undeposited Funds	-40.00
Payment	29244...	09/19/2022	Undeposited Funds	-50.00
Payment	1784	09/19/2022	Undeposited Funds	-40.00
Payment	160044	09/19/2022	Undeposited Funds	-70.00
Payment	361	09/19/2022	Undeposited Funds	-60.00
Payment	60177	09/19/2022	Undeposited Funds	-151.00
Payment	19758...	09/19/2022	Undeposited Funds	-40.00
Payment	657	09/19/2022	Undeposited Funds	-76.00
Payment	995332	09/19/2022	Undeposited Funds	-49.00
Payment	18723...	09/19/2022	Undeposited Funds	-46.00
Payment	18608...	09/19/2022	Undeposited Funds	-40.00
Payment	5873	09/19/2022	Undeposited Funds	-45.00
Payment	18447...	09/19/2022	Undeposited Funds	-100.00
Payment	18551...	09/19/2022	Undeposited Funds	-50.00
Payment	18729...	09/19/2022	Undeposited Funds	-120.00
TOTAL				-1,283.00
Deposit		09/19/2022	Bank of Utah - New 12/14	1,064.00
Payment	18439...	09/19/2022	Undeposited Funds	-40.00
Payment	25761...	09/19/2022	Undeposited Funds	-20.00
Payment	18390...	09/19/2022	Undeposited Funds	-55.00
Payment	25790...	09/19/2022	Undeposited Funds	-40.00
Payment	7614	09/19/2022	Undeposited Funds	-116.00
Payment	19752...	09/19/2022	Undeposited Funds	-100.00
Payment	19751...	09/19/2022	Undeposited Funds	-40.00
Payment	19751...	09/19/2022	Undeposited Funds	-40.00
Payment	19751...	09/19/2022	Undeposited Funds	-67.00
Payment	2878	09/19/2022	Undeposited Funds	-40.00
Payment	3024	09/19/2022	Undeposited Funds	-49.00
Payment	3345	09/19/2022	Undeposited Funds	-85.00
Payment	5942	09/19/2022	Undeposited Funds	-40.00
Payment	1238	09/19/2022	Undeposited Funds	-49.00
Payment	1551	09/19/2022	Undeposited Funds	-91.00
Payment	1136	09/19/2022	Undeposited Funds	-76.00
Payment	125	09/19/2022	Undeposited Funds	-41.00
Payment	1595	09/19/2022	Undeposited Funds	-75.00
TOTAL				-1,064.00
Deposit		09/19/2022	Bank of Utah - New 12/14	1,163.00
			3470 Parks & Public Property	-60.00
			3481 Cemeteries (Burial Fees)	-800.00

Honeyville City

Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Payment	1647	09/19/2022	Undeposited Funds	-150.00
Payment	1241	09/19/2022	Undeposited Funds	-113.00
Payment	2610	09/19/2022	Undeposited Funds	-40.00
TOTAL				-1,163.00
Deposit		09/20/2022	Bank of Utah - New 12/14	290.20
			6010 Charges for Services	10.84
Payment		09/20/2022	Undeposited Funds	-191.04
Payment		09/20/2022	Undeposited Funds	-110.00
TOTAL				-290.20
Deposit		09/21/2022	Bank of Utah - New 12/14	566.78
			6010 Charges for Services	21.02
Payment		09/21/2022	Undeposited Funds	-161.80
Payment		09/21/2022	Undeposited Funds	-200.00
Payment		09/21/2022	Undeposited Funds	-226.00
TOTAL				-566.78
Deposit		09/21/2022	Bank of Utah - New 12/14	3,990.93
Payment		09/21/2022	Undeposited Funds	-140.00
Payment	5133	09/21/2022	Undeposited Funds	-40.00
Payment	2417	09/21/2022	Undeposited Funds	-40.00
Payment	7162	09/21/2022	Undeposited Funds	-59.00
Payment	21373	09/21/2022	Undeposited Funds	-40.00
Payment	9119	09/21/2022	Undeposited Funds	-242.93
Payment	4385	09/21/2022	Undeposited Funds	-80.00
Payment	4652	09/21/2022	Undeposited Funds	-245.00
Payment	626	09/21/2022	Undeposited Funds	-2,000.00
Payment	5602	09/21/2022	Undeposited Funds	-165.00
Payment	9121	09/21/2022	Undeposited Funds	-72.00
Payment	2000192	09/21/2022	Undeposited Funds	-165.00
Payment	18871...	09/21/2022	Undeposited Funds	-160.00
Payment	18871...	09/21/2022	Undeposited Funds	-82.00
Payment	2694	09/21/2022	Undeposited Funds	-40.00
Payment	956	09/21/2022	Undeposited Funds	-80.00
Payment	5	09/21/2022	Undeposited Funds	-80.00
Payment	627	09/21/2022	Undeposited Funds	-260.00
TOTAL				-3,990.93
Deposit		09/21/2022	Bank of Utah - New 12/14	10,196.21
			3480 Cemeteries (Burial Plots)	-800.00
			3413 Zoning & Subdivision Fees	-300.00
			3221 Building, Structures Etc.	-3,152.21
			6050 Water Impact Fees	-3,757.00
			3495 Park Impact Fees	-949.00
			6020 Connection Fees	-500.00
Payment	3399	09/21/2022	Undeposited Funds	-40.00
Payment	3894	09/21/2022	Undeposited Funds	-40.00
Payment	1662	09/21/2022	Undeposited Funds	-40.00
Payment	14189	09/21/2022	Undeposited Funds	-81.00
Payment	7423	09/21/2022	Undeposited Funds	-93.00
Payment	292	09/21/2022	Undeposited Funds	-275.00
Payment	550	09/21/2022	Undeposited Funds	-40.00
Payment	1303	09/21/2022	Undeposited Funds	-89.00
Payment	164	09/21/2022	Undeposited Funds	-40.00
TOTAL				-10,196.21

Honeyville City

Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Deposit		09/21/2022	Utah St Treasurer Pool - 281	24,900.63
			3130 General Sales & Use Taxes	-24,900.63
TOTAL				-24,900.63
Deposit		09/23/2022	Bank of Utah - New 12/14	229.38
			6010 Charges for Services	8.79
Payment		09/23/2022	Undeposited Funds	-80.00
Payment		09/23/2022	Undeposited Funds	-101.00
Payment		09/23/2022	Undeposited Funds	-57.17
TOTAL				-229.38
Deposit		09/26/2022	Bank of Utah - New 12/14	1,245.00
			3480 Cemeteries (Burial Plots)	-20.00
Payment	2089	09/26/2022	Undeposited Funds	-80.00
Payment	559	09/26/2022	Undeposited Funds	-130.00
Payment	561	09/26/2022	Undeposited Funds	-184.00
Payment	672	09/26/2022	Undeposited Funds	-40.00
Payment	18899...	09/26/2022	Undeposited Funds	-40.00
Payment	18976...	09/26/2022	Undeposited Funds	-60.00
Payment	18975...	09/26/2022	Undeposited Funds	-179.00
Payment	995098	09/26/2022	Undeposited Funds	-103.00
Payment	60299	09/26/2022	Undeposited Funds	-80.00
Payment	19766...	09/26/2022	Undeposited Funds	-40.00
Payment	7895	09/26/2022	Undeposited Funds	-60.00
Payment	7896	09/26/2022	Undeposited Funds	-40.00
Payment	1724	09/26/2022	Undeposited Funds	-40.00
Payment	232	09/26/2022	Undeposited Funds	-40.00
Payment	19289...	09/26/2022	Undeposited Funds	-109.00
TOTAL				-1,245.00
Deposit		09/26/2022	Bank of Utah - New 12/14	130.60
			6010 Charges for Services	3.59
Payment		09/26/2022	Undeposited Funds	-134.19
TOTAL				-130.60
Deposit		09/27/2022	Bank of Utah - New 12/14	972.00
Payment	7854	09/27/2022	Undeposited Funds	-40.00
Payment	595	09/27/2022	Undeposited Funds	-40.00
Payment	5708	09/27/2022	Undeposited Funds	-85.00
Payment	6279	09/27/2022	Undeposited Funds	-42.00
Payment	51998	09/27/2022	Undeposited Funds	-45.00
Payment	26280...	09/27/2022	Undeposited Funds	-102.00
Payment	19501...	09/27/2022	Undeposited Funds	-40.00
Payment	29293...	09/27/2022	Undeposited Funds	-40.00
Payment	29283...	09/27/2022	Undeposited Funds	-44.00
Payment	9056	09/27/2022	Undeposited Funds	-85.00
Payment	29294...	09/27/2022	Undeposited Funds	-80.00
Payment	9055	09/27/2022	Undeposited Funds	-60.00
Payment	26695...	09/27/2022	Undeposited Funds	-40.00
Payment	19907...	09/27/2022	Undeposited Funds	-50.00
Payment	19846...	09/27/2022	Undeposited Funds	-40.00
Payment	19616...	09/27/2022	Undeposited Funds	-43.00
Payment	26346...	09/27/2022	Undeposited Funds	-40.00
Payment	596	09/27/2022	Undeposited Funds	-56.00

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Honeyville City Deposit Detail September 2022

Type	Num	Date	Account	Amount
TOTAL				-972.00
Deposit		09/27/2022	Bank of Utah - New 12/14	141.00
Payment	143	09/27/2022	Undeposited Funds	-40.00
Payment	1066	09/27/2022	Undeposited Funds	-56.00
Payment	125	09/27/2022	Undeposited Funds	-45.00
TOTAL				-141.00
Deposit		09/27/2022	Utah St Treasurer Pool - 281	15,526.05
			3356 Class "C" Road Funds	-15,526.05
TOTAL				-15,526.05
Deposit		09/28/2022	Bank of Utah - New 12/14	773.00
Payment	1212	09/28/2022	Undeposited Funds	-160.00
Payment	77794...	09/28/2022	Undeposited Funds	-132.00
Payment	9055	09/28/2022	Undeposited Funds	-40.00
Payment	312	09/28/2022	Undeposited Funds	-120.00
Payment	10218...	09/28/2022	Undeposited Funds	-97.00
Payment	163	09/28/2022	Undeposited Funds	-40.00
Payment	7440	09/28/2022	Undeposited Funds	-69.00
Payment	1649	09/28/2022	Undeposited Funds	-115.00
TOTAL				-773.00
Deposit		09/29/2022	Bank of Utah - New 12/14	96.35
			6010 Charges for Services	3.65
Payment		09/29/2022	Undeposited Funds	-100.00
TOTAL				-96.35
Deposit		09/29/2022	Bank of Utah - New 12/14	12,129.54
			6050 Water Impact Fees	-3,757.00
			6020 Connection Fees	-500.00
			3495 Park Impact Fees	-949.00
			3221 Building, Structures Etc.	-5,793.68
Payment	4069	09/29/2022	Undeposited Funds	-160.86
Payment	8512	09/29/2022	Undeposited Funds	-130.00
Payment	193	09/29/2022	Undeposited Funds	-44.00
Payment	4176	09/29/2022	Undeposited Funds	-795.00
TOTAL				-12,129.54
Deposit		09/29/2022	Bank of Utah - New 12/14	126.52
			6010 Charges for Services	3.48
Payment		09/29/2022	Undeposited Funds	-130.00
TOTAL				-126.52
Deposit		09/30/2022	Bank of Utah - New 12/14	20.00
			3480 Cemeteries (Burial Plots)	-20.00
TOTAL				-20.00

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Honeyville City

Deposit Detail

September 2022

Type	Num	Date	Account	Amount
Deposit		09/30/2022	Bank of Utah - New 12/14	1,423.00
Payment	14916	09/30/2022	Undeposited Funds	-219.00
Payment	MO	09/30/2022	Undeposited Funds	-100.00
Payment	2144	09/30/2022	Undeposited Funds	-40.00
Payment	1111	09/30/2022	Undeposited Funds	-100.00
Payment	4345	09/30/2022	Undeposited Funds	-129.00
Payment	20010...	09/30/2022	Undeposited Funds	-40.00
Payment	20814...	09/30/2022	Undeposited Funds	-10.00
Payment	999	09/30/2022	Undeposited Funds	-120.00
Payment	20364...	09/30/2022	Undeposited Funds	-40.00
Payment	28084...	09/30/2022	Undeposited Funds	-40.00
Payment	20619...	09/30/2022	Undeposited Funds	-40.00
Payment	60294	09/30/2022	Undeposited Funds	-40.00
Payment	20706...	09/30/2022	Undeposited Funds	-40.00
Payment	19787...	09/30/2022	Undeposited Funds	-40.00
Payment	20573...	09/30/2022	Undeposited Funds	-100.00
Payment	20791...	09/30/2022	Undeposited Funds	-60.00
Payment	995014	09/30/2022	Undeposited Funds	-120.00
Payment	20599...	09/30/2022	Undeposited Funds	-145.00
TOTAL				-1,423.00
Deposit		09/30/2022	Bank of Utah - New 12/14	1,491.00
Payment		09/30/2022	Undeposited Funds	-160.00
Payment	519	09/30/2022	Undeposited Funds	-195.00
Payment	6417	09/30/2022	Undeposited Funds	-130.00
Payment	5455	09/30/2022	Undeposited Funds	-262.00
Payment	5455	09/30/2022	Undeposited Funds	-180.00
Payment	5455	09/30/2022	Undeposited Funds	-40.00
Payment	5455	09/30/2022	Undeposited Funds	-103.00
Payment	3104	09/30/2022	Undeposited Funds	-300.00
Payment	5542	09/30/2022	Undeposited Funds	-81.00
Payment	1469	09/30/2022	Undeposited Funds	-40.00
TOTAL				-1,491.00
Deposit		09/30/2022	Utah St Treasurer Pool - 281	4,747.47
			7000 Interest Income	-4,747.47
TOTAL				-4,747.47
Deposit		09/30/2022	Bank of Utah - New 12/14	76.40
			7000 Interest Income	-76.40
TOTAL				-76.40