

Erda City Council Minutes

12/08/2022 – 7:00 pm

Tooele County Building - Auditorium

View-Only Live Stream on Youtube: <https://tinyurl.com/2p8ffnx>

1. Call to Order 7:03pm
2. Roll Call
 - a. Council Members in attendance: Jess Bird, Terry Miner, Craig Smith, Kael Martin
 - b. Jennifer Poole-City Recorder
 - c. Scott Droubay-Not in attendance
3. Pledge
 - a. Jess led the pledge of allegiance
4. Public Comment
 - a. Jess opened the public comment
 - b. No comment was made
 - c. Craig moved to close public comment, Kael seconded the motion
 - d. Voting was unanimous to close public comment
 - e. **Public Comment Closed**
5. Approve meeting minutes from 11-10-22 and 11-29-22
 - a. Craig moved to approve the meeting minutes from both 11-10-22 and 11-29-22 meetings, Jess seconded the motion.
 - b. Voting was unanimous to approve the meeting minutes from 11-10-22 and 11-29-22.
 - c. **Minutes from 11-10-22 and 11-29-22 Approved**
6. Sheriff's Report
 - a. No one from the Sheriff's Office was there to present their report.
7. North Tooele Fire District Report
 - a. Kevin Nunn- We had 18 calls this last month that is up 10 from the previous month. There were 2 fires. The one on Campbell Rd was more of a scare than anything. We were also present at two High school football games, and two preschool field trips. We had training at our dept for our region. On Dec 17th we will be driving Santa through the community. In the next week we'll be publishing maps for the route we will be going.
8. Yesenia Valenzuela- Excelsior Academy Traffic Discussion
 - a. Joe White-One of the things we're working on is to try and clear up Erda way traffic. We are going to build a road on the east side of the middle school. It will run 1300 ft south

till it reaches behind the two current schools from there it will connect into the property. They want to build a high school on the 17 acres behind the schools. We are waiting for Erda City to approve the drawings from Jake. As well as get the encroachment permit. The queuing will go off of that lane. And they will build 2 travel lanes between the schools that should get all of the congestion off of Erda Way. The road will be a normal public right of way road like a 60 ft width. They have enough to queue 2 roads behind their school. They can do 2 travel lanes and then queue it up that way. It's that way in front of the school now. We figure that should get all of the traffic off of Erda Way. We see it's a problem and hope this will alleviate it. Construction on the road should start in January but probably won't be paved until the end of April or May weather permitting. As part of the solution for the traffic issues, we've talked about moving some of the density of the different developments. Tilby Village has 83 units of approved density there. The school is going to take 18 acres and we're going to transfer some of the density to the Erda Estates development. We'd like to leave 10 acres there behind the school and put a cemetery there. If you have feedback we'd love to hear from you.

- b. Kael- Would the city be in charge of managing that?
- c. Joe- It would be handed over in small increments after it had been developed bit by bit. And yes the city would have to be responsible for it.
- d. Terry- What kind of fencing would you put there?
- e. Joe- I haven't really thought about it, but I like the black iron wrought that Tooele City has done. I think if we plant trees and be proactive about it it would be really nice.
- f. Terry- You don't know if they'll need the traffic lights behind there? It's mostly to slow people down who are going in front of the school.
- g. Joe- Our goal is just to get the traffic off of it as much as possible.
- h. Yesenia Valenzuela- I came as a private citizen, I am on the board for Excelsior but I'm here to engage with you to collectively work together. To try to get a School Zone on that section on Erda Way. Anyone on that stretch of road can be quite dangerous. We don't want to frustrate anyone, but we want to make sure that kids get to school safely. Maybe flashing lights and a crosswalk at that time. I'm just really here to see where you are at and what we need to do to make that a safer street during school hours.
- i. Jess- Joe White was here and presented a plan for a road to be added behind the school. Are you aware of that?
- j. Yesenia Valenzuela- I do understand that will alleviate some of the traffic there. We have gotten quite creative in trying to mitigate the traffic issue. The biggest thing is what we do in the meantime. I know that what we have planned with Joe will help with the traffic flow, but we really want to work with Erda City to get a school zone area, with the flashing lights from 7:45AM to 8:15AM. There are a lot of issues with Erda Residents and Excelsior parents that will abruptly do illegal U turns and illegal left hand turns. That area is an accident waiting to happen. I feel strongly about that. I also wanted to see if there are any city codes that have been adopted. We want to increase public safety on that road.
- k. Craig- Until a couple of weeks ago, I had more questions and fielded more concerns about the Excelsior traffic than everything else combined. We have adopted a traffic code, there have been a lot of illegal U turns there. We could ask the sheriff to enforce that. It arguably may make traffic worse if he has people pulled over there during that time. The flashing lights and the school zone, the state code determines where they can be and how far they can go out and crosswalks are safety issues. The difference with this school is there are no children on that road or crossing that road. It wouldn't hurt, but I

don't know if it would solve any issues. I know we asked the county to do a study there. It is something we are looking at. As a parent there, would asking the sheriff to do more of an enforcement there for a couple of mornings and issuing tickets would that be helpful?

- l. Yesenia Valenzuela- That might be helpful just to observe it.
- m. Jess- If the Sheriff is there and he observes a law being broken he is supposed to ticket it.
- n. Craig- That is something that we can do, we can ask him to do an act of enforcement there. I farm there and I see it every morning, it's mostly the parents there who don't want to wait in the line. We can have them issue some tickets.
- o. Yesenia Valenzuela- My main motivation is public safety. I don't know if there is a possibility to get those flashing lights to slow people down to 20 mph. I know that would cause some congestion with the speed. I am open to whichever will work.
- p. Kael- We have to have the traffic study done before we can put up a school zone, we could look at the speed limit there.
- q. Yesenia Valenzuela- My purpose was originally to introduce myself and that we want to work on this collectively. Something safer needed to be done during the school year. Do you have any idea on when the study would be done?
- r. Terry- I will have a call into Jed and I'll ask him some questions about getting the study done and how long it would take.

9. GenComm-Shaun Sandberg: Presentation on meeting equipment.

- a. Shaun- Due to the weather, our physical demo kit isn't here today. We've got some good options and pictures for you. We work with a lot of cities in Utah. We also do federal courts and the senate in DC and DOD and other government agencies. We have degreed engineers, certified technicians and we are on state contract, so to procure and process it is very easy. Your solutions are different because you have a portable chamber. We want you to be able to use your system and scale it to your needs. We have different options: Audio and Visual. This is the option where every person can have their own microphone and speaker, it will automatically record everything, and stream. This comes with a road case to pack up and take with you each time.
- b. Kael- Can you share a microphone?
- c. Shaun-You would need to upgrade the microphone system and it is quite a bit more expensive than this base model. This is the audio portion, this is a screen and projector. You can stream to the projector from the clerk and anyone in the room. Then for conferencing integration this is the box that ties into the control system on the audio processor. You can use this to hear people remotely, and it would play through your microphone, it would also be translated to all of the recordings as well. This is a common set up, it's called a window processor. It can pull both cameras or camera and presentation, making it a professional look. Easy to use and very effective. It takes all of the processing off of the computer. This last portion is a 2 camera set up. They can pan, tilt, and zoom. This setup is expandable up to 4 cameras. Something to mention is part of the solution that includes that everything can travel, the entire system. If you have a breakdown on how to do it we make it very user friendly. Total Cost sheet, 18,183. For everything. My goal here was to keep it under 20k to keep it scalable, reliable and you could buy pieces as needed.
- d. Kael- Jess, you being the tec guy, what could we cut out that we don't need at the moment?
- e. Jess-To start we just need the audio system.

- f. Terry- By statute we really only need to do the audio.
- g. Kael- I think we could keep it as basic as possible.
- h. Shaun-If there is any modification you want to see we can try to do that. Each of these options are something you can add at any time. Audio is by law the only thing we really have to have. I am happy to provide any additional options. I can put together a formal proposal.
- i. Craig- If all you had is the audio, without the encoder is there no way to broadcast that?
- j. Jess-We would be using the same system we are using today. We use OBS Studio.

10. Larson and Co.- Yearly Audit Report

- a. Jon Haderlie- I am going to go over our responsibilities, what we do in the audit, what your responsibility is and our options. And what we need to communicate as a board. The first paragraph is our option. It's a clean option. There are a variety of opinions we can issue and different opinions. Your responsibility is your financial statements. Dave reviews them and signs off on them. You're responsible to know what's happening in your financial statements so knowing some of those accounting principles. If there are questions please reach out to us. Use us, we are happy to answer. We're not just here to be your auditors, we are here to help you with any questions. Something that is new is if there are conditions that arise that cause you to lose revenue, and if it affects your ability to continue there is additional paperwork and reports that need to be done to try to work with that. We have to identify and assess risk. As you grow it's critical that you put controls in effect. We also look at conditions or events that prohibit you from being able to continue. If you don't want to get lost in the numbers read the MDNA. It will be informative but it is unaudited. We are responsible for looking over your internal controls and identifying any deficiencies we see. We also have to put together an audit for the State Auditor and your compliance.
- b. Terry-I know that one of the rules is that we are required to deposit any checks we receive within 3 days. Is it the date on the check or the date that I receive it?
- c. Jon Haderlie - It's the date that the City receives it, it should be stamped as received and deposited in 3 days. But there are better controls for that. As you grow there will be more in your financial statements. Other items we are required to communicate are that it is our job to remain independent, and risk control. There weren't any difficulties encountered in your audit. We had Terry sign a full disclosure letter. It really just states that you've been open and transparent about all of your financial statements. The findings for the year have no controls or state findings, that's a pass on your first audit. It's been good to work with you and Terry. It's good to have Dave. He gives us a lot of the information we need. I am always available and happy to talk.
- d. Jess- When will this report be ready?
- e. Terry- This report was the digital one that has already been sent.
- f. Jon Haderlie - Having Dave mitigates a lot of risk that was involved. That has helped you guys a lot. As you grow things change, we will monitor that and you should talk about that as a council. As you get a little more stabilized let us come out and do some internal control training. We don't charge for it, we want to be helpful and you to be successful. We've helped the County and Stansbury Improvement district. We want to be helpful to you.
- g. Jess- We appreciate you, thank you for all you do, and for coming in tonight.

11. Committee Assignments Report and Discussion

a. Finance (Miner/Droubay)

i. Treasurer Report

- a. Terry- I want to clear up something that was in yesterday's bulletin. It was attributed to me, it said that law enforcement interlocal was going to take ½ of the property tax. Well we know it's not half, it's just about all of it. So at the end of it it'll be about ½ of the money that was advanced to us from the county. I got an email that the workers comp was coming due again. We'll be getting another bill for that. Since the last meeting we deposited for permits \$11,189.53, we received \$17.24 in interest and we got a stripe deposit of \$65 for business licenses. For checks numbered 1071-1078 I wrote a check for Larson and Co for the audit \$10,000. We issued the Hunter hawks for refund \$600, Clerks salary \$697.09, John Brems legal fee \$5,000, B & S Accounting \$750, State of Utah permit fees for the Building Permits. (Business Licenses permits was what was said but later corrected to Building Permit) \$526.44 that was supposed to be paid quarterly but we missed it. But this will become a quarterly bill. A check for the City Planner Rachelle \$1,437.50, the google account \$288.65. The total amount for checks written was \$19,299.68. On the credit card for November we had the monthly charge of \$8.82 for Microsoft office and \$16.04 for the adobe monthly payment. I paid those off on the 26th of Nov. For December we purchased ink cartridges for the printer that total was \$1,767.28. And there was the \$8.82 monthly microsoft charge so we have a total of \$1,776.10 on the credit card.

12. Council Representative Reports

- a. Terry- With the Disaster Mitigation committee the contractor the county had isn't working with them. So before we can get our final report they have to get another contractor. So that is on hold for a while.
- b. Craig- The county economic committee had 3 applicants for grants. The airport was one of the applicants to help them to do a study for utilities. So a third of those county funds came into the city.

13. Comments from Council Members

- a. Terry- We need to find out who, or how to be a sponsor for some of those things like the turkey trot, we don't want to be over it, but we can be a sponsor of it.
- b. Jess- Those are private events happening in Erda. I would be more comfortable with those funds going to a City event instead of a private event.
- c. Kael- We could do some fundraising with the hats that Terry makes. They are awesome.

14. Adjournment

- a. Terry moved to adjourn the meeting, Kael seconded the motion.
- b. Voting was unanimous to adjourn the meeting.
- c. **City Council Meeting Adjourned**

Note: these minutes represent a summary of the meeting and are not intended to be verbatim.

Prepared by: Jennifer Poole, Erda City Recorder

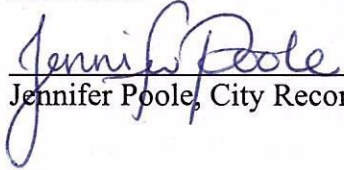
PASSED AND APPROVED by the Council this 5th day of January, 2023.

ERDA



Jess Bird, Chair

ATTEST:



Jennifer Poole, City Recorder