

## WALLSBURG TOWN COUNCIL MEETING MINUTES

November 3, 2022 - 7 pm

1. **Call to Order** 7:06 pm
  - a. Pledge of Allegiance completed
  - b. Prayer by Justin Carlile
  - c. Roll Call- Clint Allen, Terri Eisel, Justin Carlile, Scott Larsen, Alisha O'Driscoll. (Celeni Richins excused)  
Steve Jaques, Camille Sabey, Susan Payne, Kent Payne, JR Trotter, Lucille O'Driscoll.  
All public attendees left by 7:30pm except Steve Jaques and Lucille O'Driscoll.

2. **Consent Calendar:** Be it hereby moved that the following consent calendar items stand approved:

- a. Agenda of the November 3, 2022 Town Council Meeting
- b. Minutes of the October 6, 2022 Town Council Meeting

**Motion:** Justin Carlile moves to approve the October minutes

**Second:** Scott Larsen

**Vote:** Unanimous

3. **Approve Budget**

- a. October Budget and check register
- b. October Budget and check register questions

**Motion:** Justin Carlile moves to approve the budget with questions\*

**Second:** Terri Eisel

**Vote:** Unanimous

\*Questions: (Justin Carlile) Were we expecting ARPA money? (Scott Larsen) Why are tax revenue funds at 2.45% as we are a third of the way through the year? (Scott) Same with Class C road funds? (Alisha will check into with Pelorus)

\*Comments:(Clint Allen) Watch Town Hall power bill, it is high. (Clint Allen) Some ARPA money is scheduled to be used towards CDBG grant. (Scott Larsen) There are some water bills that are way serious. (Clint Allen) We can send a notice to those over 90 days past due or with a balance over a couple hundred dollars.

4. **Public Comment (5 minutes):** This is the public's opportunity to comment on items that are NOT on the agenda. Please come up to the table, state your name and address before making a comment, and speak loudly to assure comments are recorded properly.

(JR Trotter) Questions on the Town Hall rental rates for personal vs commercial, etc? Salt Lake Medium has had rate changed multiple times, why so high? Town Council addressed questions/concerns.

(Terri Eisel) Town Council would be open to a conversation with Salt Lake Medium about rental rates.

(Kent Payne) \$500 is out of line. Homestead/Hotel in Heber pays \$200 for 2 hours. She's not going to come back, she operates on positive stuff. I've heard a lot of weird things around town, we need to separate our religion from politics. It should have been a decision with everyone.

(Justin Carlile) Add fee schedule to next work meeting.

(Camille Sabey) Can we do anything about speeders on this road? Cars passing on no passing zone, etc. Can we get another sign?

(Terri Eisel) We need to get more patrol over here, (Justin Carlile) I wouldn't mind getting another sign around this bend.

5. **Agenda Items:**

- a. **Development Code Violation – Action Item**

- i. Refer to Special Work Meeting held October 27, 2022  
(Ashlee Acres Subdivision, Lot 2- Hyrum Nielsen family)
- ii. Discuss and vote on action moving forward

(Terri Eisel) Conditional use permit must be done before any permits are approved. Code allows for notice to comply, give violation(s) and deadline to remedy. They come to Town Council with what their changes are. In our code, it states if there is a conflict between codes, the more restrictive code prevails. (Scott Larsen) The recording clearly states that they were told the height limit is 30'. (Clint Allen) There are two sides that don't meet the current code.

Town Council members discussed current violations, possible changes that could be made, misc items in development code regarding retaining walls and possible limitations for solutions.

Discussed issuing a notice to comply with thirty calendar days to remedy violations, request an extension, or attend a scheduled meeting if they do not respond to the notice. (Terri Eisel will draft for council will review).

**Motion:** Terri Eisel moves that we move forward with a notice to comply for Hyrum Nielsen within the coming days

**Second:** Scott Larsen

**Vote:** Unanimous

## **b. Winter Road Ordinance – Information and Discussion Only**

### **i. Parking reminders**

(Scott Larsen) This isn't new. There are a number of people that park right on the edge of the right of way. They need to be aware that if their vehicle is damaged by the snow plow, it's their fault. We need to take a reminder around so people know they are responsible for damage.

(Clint Allen) "X" amount of hours before and after a snow storm, so they aren't technically in violation until it storms?

(Scott Larsen) They shouldn't be parking in the right of way continually.

(Justin Carlile) Need to post a notice at the post office and town hall and on facebook.

(Scott Larsen) Read snow ordinance states that November 1<sup>st</sup> to April 1<sup>st</sup>- no parking within 5' during snow cleanup periods – within 24 hours of snow. Violations and damage are at owners expense. Based on state law.

Town Council members talked about safety issues and possible violations for reminders to be issued.

## **c. Town Hall Rental Rate Inquiry – Action Item**

**i.** Round Valley Learning Academy would like to rent the Town Hall for their second annual children's business fair. Inquired if event qualifies as a Community Event/waived rental fee.

**ii.** Discuss and vote on what qualifies as a Community Event with waived rental fee.

Town Council members discussed several options for RVLA rental inquiry. Decision was made that booth rent collected, up to \$100 (what they paid last year) will be charged as their rental fee. Rental for December 1<sup>st</sup> is not available due to Town Council Meeting, they will need to move their event to a different day. Fee Schedule update will be added to work meeting agenda.

**Motion:** Justin Carlile moves to ask RVLA to move their date and the fee they charge the kids comes to the Town.

**Second:** Terri Eisel

**Vote:** Unanimous

## **d. Town Hall Rental Internet Usage – Action Item**

**i.** Homeschool group would like to use the internet at the town hall

**ii.** Discuss and vote

Town Council members discussed that they don't see why they shouldn't be able to use it, and thought they already were.

The homeschool group has been trying to use the public network and it is not working. (Scott Larsen) Will address why the public internet router/network is not working.

**Motion:** Scott Larsen moves to find out what the problem is and help resolve it so they can have access.

**Second:** Justin Carlile

**Vote:** Unanimous

## **e. Sunrise Engineering Agreement Signature – Information and Discussion Only**

**i.** Discuss Sunrise Engineering agreement to be signed by November 15<sup>th</sup>

Agreement to have sunrise be engineer for water project and the agreement that shows the payment structure, contract, etc. Needs to be signed by Mayor before conference call on 14<sup>th</sup> or 15<sup>th</sup> for the funding. Mayor is excused from this meeting, review and signature will be completed in time.

## **f. Activities Committee– Information and Discussion only**

**i.** Report on Trunk or Treat Event

**ii.** Plan/Schedule Christmas Event

(Lucille O'Driscoll) Reported that the Trunk or Treat party was very successful, 100+ people. Great atmosphere for the community. On the road between the two stop signs by the park. Town did a booth where the kids could get a prize. Contest for the best trunk, made it for a good turn out and hopefully the prize made it so that people will want to participate in the future. Lots of people stayed in town for trick or treating afterwards. One hour was good timing, no issues with traffic. Committee will work to keep good notes of activities for the future.

Asked questions for Christmas Event. It is on committee radar, they will put something together and keep in mind that it be something that brings the community together for a fun night. Monday night, santa, oranges/candy canes, etc. Will keep the Town Council updated with date/plans as they are made.

**g. Schedule upcoming November (\*Corrected From October to November\*) meetings – Information and discussion only**

- i. Council Work meeting, expected November 17, 2022
- ii. Planning Commission meeting, expected November 17, 2022

(Clint Allen) and (Justin Carlile) may not be available November 17<sup>th</sup>. Talked about other options to reschedule. Will keep for 17<sup>th</sup> and see what is happening. Move later if needed. Schedule for planning commission to attend/schedule their meetings at work meetings too. Add planning commission adding/removing members to work meeting agenda.

-Fee Schedule, Planning Commission, Check on general plan – see if it is already completed (Bob with MAG).

**6. Department Reports**

- a. To discuss continued agenda items, assignments
- b. Buildings (Scott Larsen): working with Nancy O’Toole on getting grant completed. It is due on the 18<sup>th</sup>, 10% match because we are less than 1,00 people. Windows and electrical estimates are being completed. Remodeling, painting, carpet, updates etc. Security/camera system may need to be added. Talk to Joey Granger at the county to see if they will pay for part of the cameras because they are needed for election time. Town Council members discussed several upgrades that could be done.
- c. Roads (Scott Larsen): Bill from county for road patches should come in around \$14,000. They did a great job. Still issues with roto-milled sections of roads, need to be repaved. Discussed grant from Howard Ford’s to the Town Line, gutter that needs repair, and chip sealing.
- d. Cemetery (Justin Carlile) CDBG grant for fencing is possible- going to try. Nancy O’Toole may be able to help review application. Cemetery water is drained, and arena at the park.
- e. Park (Terri Eisel): Park will be drained in the next few days. There is a park rental on the 12<sup>th</sup>, will watch the weather to see if the bathrooms can be kept open.
- f. Water (Clint Allen): CDBG grant, contractor is Newman. Have until December 31<sup>st</sup> to get water line complete from Doyle Graham’s up. If they don’t get the work done, they will have to pull their bond. Have been trying to get them to get it done all summer, will follow up again. Meeting for grant money on 14<sup>th</sup>. Delinquent notices need to be sent out for a couple hundred dollars or a couple of months past due. We have provided resources for financial assistance, it’s up to them to pay now. Find or draft letter to be sent.
- g. Mayor (Celeni Richins) -excused from meeting-
- h. Clerk (Alisha O’Driscoll): Bark in parking lot needs to be used to moved before it snows. Post on Facebook for free for people to come and get it. Business Licenses, need to reissue a few for 2022- create generic invoice. Look into sending letter or post for 2023 business license renewal. Turn in receipts for purchases made with Town Credit Cards.

**i. Call for Agenda items for December Town Council Meeting**

Cemetery right of way. Town Council and Maintenance Worker pay raises.

**j. Call for Agenda items for December Work Meeting**

Paul Jacobsen annexation and other items discussed earlier in the meeting.

**7. CLOSED SESSION to discuss personnel and/or pending or reasonably imminent litigation.**

**Motion: Justin Carlile moved to adjourn and go into closed session. Second: Terri Eisel Vote: Unanimous**

**8. Adjourn** Time: 9:05pm