

**STATE OF UTAH
COUNTY OF SEVIER
TOWN OF ANNABELLA**

**TOWN COUNCIL MEETING
April 14, 2023**

Minutes from the Annabella Town Council Meeting held Thursday, April 14, 2023, beginning at 6:00 p.m. in the Town Council Chambers, located at 295 East 300 North, Annabella, Utah. Mayor Brent Christensen conducting.

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| 1. ROLL CALL | 7. PRESSURIZED IRRIGATION UPDATE |
| 2. OPENING REMARKS | 8. TREASURER POSITION DISCUSSION |
| 3. PLEDGE OF ALLEGIANCE | 9. PLAYGROUND EQUIPMENT DISCUSSION |
| 4. WILLIAM TAUFER, EMERGENCY MANAGEMENT | 10. CANAL STUDY UPDATE |
| 5. APPROVAL OF MINUTES | 11. DEPARTMENT BUSINESS |
| 6. APPROVAL OF WARRANT REGISTER | 12. ADJOURN |

Public in attendance:

Eric Nielsen

William Taufer, Emergency Manager

1. ROLL CALL. Roll call was taken by Mayor Christensen. In attendance were Councilmembers Jill Anderson, Ken Blackburn, Hayven Dunn and Kelvin Johns. Tina Mitchell, Clerk, and Scott Thomsen, Maintenance Supervisor, were also in attendance.
2. OPENING REMARKS. Councilmember Anderson offered a prayer.
3. PLEDGE OF ALLEGIANCE. Mayor Christensen led the group in the Pledge of Allegiance.
4. WILLIAM TAUFER, EMERGENCY MANAGEMENT. Mr. Taufer was in attendance to discuss emergency management requirements for municipalities. It was the consensus of the Town Council that Annabella fulfill this requirement by utilizing Sevier County's Emergency Management Director rather than hiring one.
5. APPROVAL OF MINUTES. Minutes from the March Town Council meeting were presented for approval. **Councilmember Anderson made a motion to approve the minutes as presented. Councilmember Blackburn seconded the motion. Motion carried by unanimous roll call vote.**



(Summary: Yes=4). Yes: Jill Anderson, Ken Blackburn, Hayven Dunn, Kelvin Johns.

6. **APPROVAL OF WARRANT REGISTER.** The warrant register was presented and reviewed for formal approval. **Councilmember Dunn made a motion to approve the warrant register as presented. Councilmember Johns seconded the motion and the motion carried by unanimous roll call vote. (Summary: Yes=4). Yes: Jill Anderson, Ken Blackburn, Hayven Dunn, Kelvin Johns.**

7. **PRESSURIZED IRRIGATION UPDATE.** Scott Thomsen, Maintenance Supervisor, explained that repairs have been made to the screen in the irrigation pond. He added that the repairs should stop crawdads and other debris from getting into the system and clogging filters. He noted that he would like to add screen maintenance to his fall and spring schedule. Scott recommended extending the date to turn on the irrigation until April 24th in order to give the pond time to fill completely up. The Town Council concurred. The Town Council discussed water restrictions and decided to keep the same as last year, noting that as more water becomes available, water restrictions may ease up.

The water restrictions are as follows:

No watering between 10 a.m. and 6 p.m.

North of Center Street water on Monday, Wednesday and Saturday.

South of Center street, water on Tuesday, Thursday, Saturday.

8. **TREASURER POSITION DISCUSSION.** Tina Mitchell explained the separation of duties for a Town Clerk and a Treasurer, as outlined by the Office of the State Auditor. She noted that the Town Council is responsible for appointing a Clerk and a Treasurer, which must be separate individuals. She noted that she has been fulfilling both of those roles since she has worked for the Town and during the most recent audit with Kimball & Roberts it was noted that a Treasurer would need to be hired to fulfill the state requirement, as required by law. Tina explained the duties of a treasurer and added that the hours would be minimal. Tina noted that she has reached out the Eric Johnson, the Town's attorney, and he explained that since a treasurer is an appointed position, the Mayor selects the appointee and the Council affirms. The Mayor may invite applicants to be appointed, or designate his preference for affirmation by the Council. Mayor Christensen asked the Town Council to be thinking of appointees.

9. **PLAYGROUND EQUIPMENT DISCUSSION.** Councilmember Anderson is working on getting bids for new playground equipment. Scott Thomsen noted that when placing the old equipment up for bid, it will need to state that all removal is the responsibility of the buyer.

10. **CANAL STUDY UPDATE.** Councilmember Johns reported that the Town is just waiting for a response from the canal company. Mayor Christensen noted

that it would be good to recover the cost of the resources the Town is having to put out.

11. DEPARTMENT BUSINESS.

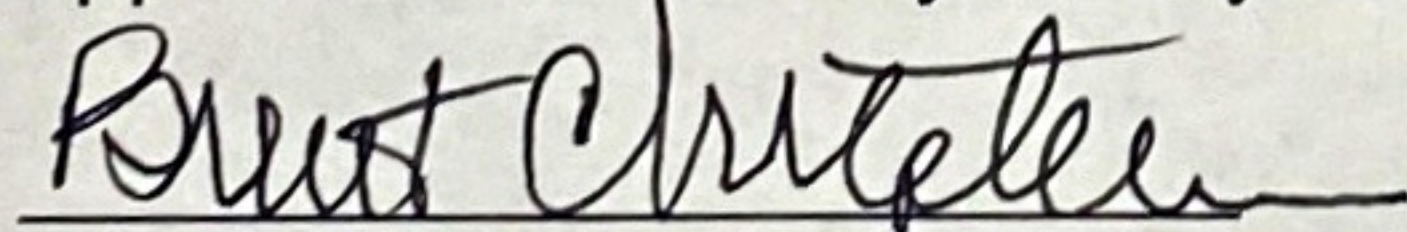
Councilmember Johns explained that, although he has reached out to multiple contractors, he can only get two bids to respond on the 500 East cross gutter project. The Town Council agreed that he has done his due diligence by reaching out to at least three contractors for bids. It was the consensus of the Council to proceed with the project using the bids he has.

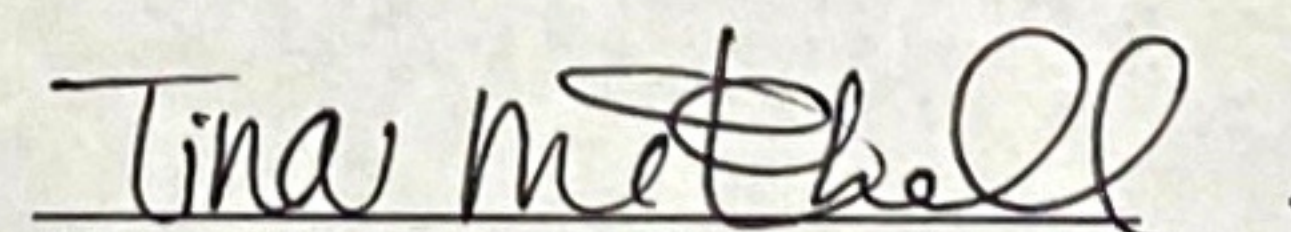
Councilmember Johns explained that plans are ready for the spring box bids. He noted that original estimates that were submitted don't meet water quality standards. Councilmember Johns suggested putting it out to bid and letting the contractor make sure it meets water quality. He added that John Chartier can still verify if it meets the standards. He added that this project is a priority.

Councilmember Dunn explained that he was contacted by someone who owns a few plots in the cemetery. This individual would like to sell the plots back to the Town. It was noted that the Town will purchase plots back at the price they were purchased for (in this case, \$6 per plot). Tina Mitchell suggested that the individual donate the plots to the Town in exchange for a receipt they can use as a tax donation for the current rate of the plots.

12. ADJOURN. At 6:58 p.m. Councilmember Dunn made a motion to adjourn the meeting. Councilmember Anderson seconded the motion and the motion carried unanimously.

Minutes of the Town Council meeting held Thursday, April 14, 2023, were approved this 11th day of May 2023.


Brent Christensen, Mayor


Tina Mitchell, Town Clerk