

WALLSBURG TOWN COUNCIL
PUBLIC HEARING FOR FISCAL YEAR 2024 PROPOSED BUDGET

June 1, 2023 - 7 pm

MINUTES

1. Call to Order 7:06PM

- a. Roll Call: Scott Larsen, Justin Carlile, Celeni Richins, Terri Eisel, Clint Allen. Alisha O’Driscoll excused for family matters. Public: Steve Jaques, Amanda Carlile, Yvonne Thompson

2. Agenda Item: The purpose of the meeting is to hear public comment and answer questions regarding the Wallsburg Town Fiscal Year 2024 Proposed Budget. All interested persons may attend.

Celeni Richins read the above explanation and added that the meeting is for the final 2023 budget and the new budget for next year (2024). She then explained that there are printed handouts, stating what the budget changes are, available for the public at the front of the meeting. Next, going off of the printed handouts, the format of the columns “2023 Actual” “2023 Original Budget” “2023 Amended Budget” “2024 Proposed Budget” and that all changes were highlighted to make it easy to see what was budgeted, what was spent, and what is planned for next year. Clint Allen noted that on the road maintenance (Snow plowing) it was planned to spend \$10,000 and spent \$26,000 so it is being upped for that and to also help repair some of the road issues. Following those explanations, Celeni Richins and Town Council members went over the changes and summarized the handout.

2023 Original to 2023 Final: Road maintenance and repair, 24th of July celebration, cemetery maintenance and supplies went up. Some larger changes for 2024 will take place. Explained changes to Council wages, Administrative wages (effective January 2023), Town Hall maintenance and supplies, Cemetery maintenance and supplies, Parks maintenance and supplies, Street repair and maintenance, Sanitation and garbage collection, Fuel, 24th of July celebration, Certified Tax Rate. There will be a truth in taxation hearing in July to go over that change. All other changes made are to help better maintain the buildings and properties of the Town. Celeni Richins called for public comment, questions from Council and members of the public. Justin Carlile commented that the tax rate is going up quite a bit, but by way of explanation to help everybody understand, he did the math on his house. Currently he pays \$135 in property tax to the Town, this increase will take it to \$405. That extra \$270 will stay in the Town for Town uses and benefit so I am all in favor for that money to be in the Town. That is the only tax revenue that the Town has control over, a very small portion comes back to the Town. Terri Eisel mentioned that there is a typo on the public handout and the current tax rate is 0.000718% and not 0.00000718% as printed. The correct rate is 0.000718% and the 2024 certified tax rate will be 0.002154%. Celeni Richins called for further comments or questions from the Town Council or Public. Hearing no further comment a motion was made to close the public hearing portion of the meeting.

Motion: Justin Carlile moves to close the public hearing on the budget.

Second: Clint Allen

Vote: Unanimous

3. Adjourn Time: 7:16pm

WALLSBURG TOWN COUNCIL MEETING AGENDA
June 1, 2023 – Directly Following Public Hearing

1. Call to Order 7:17pm

- a. Pledge Of Allegiance: Completed
- b. Prayer: Scott
- a. Roll Call: Scott Larsen, Justin Carlile, Celeni Richins, Terri Eisel, Clint Allen. Alisha O’Driscoll excused for family matters. Public: Steve Jaques, Amanda Carlile, Yvonne Thompson, Elliott Anderson

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

- a. Agenda of the June 1st, 2023 Town Council Meeting
- b. Minutes of the May 4th, 2023 Town Council Meeting

Scott Larsen noted that the minutes for the May 4th meeting are missing. Celeni Richins will make note for Alisha O’Driscoll to add those minutes to next months meeting for approval.

3. Approve Budget

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

Scott Larsen noted that it was a good idea to have a porta potty at the cemetery for memorial day. Also asked what the veterans plaques on the check register are. Justin Carlile explained they go in the shadowbox at the entrance. Would like to eventually create

a veterans memorial at the cemetery up in the new section. Celeni Richins noted the vacuum repair on the check register and Scott Larsen indicated that three vacuums were repaired and are in the mayors office. Clint Allen asked Scott Larsen about the street lights bills. They have been changed out to LED's a couple weeks ago, wanted to check if there a discounted rate since the usage has been cut way down? Celeni Richins will have Alisha O'Driscoll look at an aging report for the Street Light bills to make sure that discount is there. Terri Eisel noted that the power bill for the park is finally back down to where it should be and noted that the breaker needed to be flipped to shut off the heater in the 24th of July supply room at the park. Town Council discussed that there should be one more payment for Class C road funds coming in June.

Motion: Justin Carlile moves to approve the May budget and Check Register with the question of looking at the street lights

Second: Terri Eisel **Vote:** Unanimous

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.

No public comment noted. Noted another member of the public is in attendance: Elliott Anderson.

5. **Agenda Items:**

a. **Adopt Wallsburg Town General Plan 2023-2028 – Action Item**

- i. Following completion of updates and public hearing held May 23rd 2023 by the Wallsburg Town Planning commission, it is hereby recommended that the Wallsburg Town Council adopt the updated Wallsburg Town General Plan dated 2023-2028.

Celeni Richins read the above explanation, explained that the General Plan is available as a searchable PDF on the Town website. Justin Carlile commented that this is just an updated version to fix small typos, update census data, etc.

Motion: Terri Eisel moves to adopt the Wallsburg Town General Plan for the years 2023-2028 **Second:** Clint Allen **Vote:** Unanimous

b. **Adopt Fiscal Year 2024 Budget – Action Item**

- i. Following completion of budget review held May 16th and public hearing held June 1st 2023 by the Wallsburg Town Council, it is hereby recommended that the fiscal year 2024 budget be adopted.

Celeni Richins read the above explanation, explained that the Public Hearing was completed just a few minutes ago, summarized the changes from fiscal year 2023 to fiscal year 2024 for the record. Council and Administrative wages that were effective January 2023 will now show a 12 month view of that, Town Hall maintenance and supplies from \$4860 to \$9700, Cemetery Maintenance and supplies from \$8000 to \$11400, Parks maintenance and supplies from \$5200 to \$4400, Street maintenance and repair from \$27000 to \$40000 for repairs, Sanitation and garbage collection from \$2500 \$3500, new line item for fuel at the Town Hall, Park, and Cemetery will be \$1500, 24th is on the books but has it's own separate account so it's listed here. Certified Tax Rate from 0.000718% to 0.002154%. Noted there was no public comment at the hearing held earlier this evening, called for further discussion from Town Council members. None noted.

Motion: Clint Allen moves to adopt the 2024 Budget and make tax changes as needed to implement that

Second: Justin Carlile **Vote:** Unanimous

Celeni Richins noted there will be further truth in taxation hearings scheduled for the change in tax rate.

c. **CDBG Project Update – Information and Discussion Only**

- i. Review status of JB Gordon Main Canyon Water Project.

Clint Allen: JB Gordon has been working on it, they did a tie in to the old line and shut down half of the water for a day. Put in extra valves so that shouldn't have to happen again. Made some changes to help work on it better in the future and for the new water project. Moving along well, a few more weeks to go. Started up by Olsens, coming down past the old milk barn, will finish up near Grahams and be able to add that additional service for Karma Ford that was previously discussed.

d. **Fiber Internet Grant Project – Information and Discussion Only**

- i. Discuss status of grant project for fiber internet.

Scott Larsen: Horrocks Engineering out of Pleasant Grove has completed ¼ of the grant work. Scott Larsen has submitted to the governor's office for payment to them as part of the grant. There is a conference next Wednesday that Scott Larsen will

attend. Celeni Richins asked if we received enough information from the surveys. Scott Larsen said surveys will continue through the summer, final application due in September.

e. 2023 Municipal Election Update – Information and Discussion Only

- i. Discuss Municipal Election timeline and preparations needed.

Celeni Richins read some prepared notes from Alisha O’Driscoll who was not in attendance. Candidacy filing period is open. Interested parties may contact the clerk to appear in person on a weekday June 1st to June 7th between 8am to 5pm. Forms are available at www.wallbsurg.org or printed copies are available at the Town Hall. Because the Town Hall is not regularly staffed, the clerk will be available as needed to meet at the Town Hall during the dates/times listed above. Phone number and email address will be posted on the door of the Town Hall. Anyone and everyone who meets the requirements can throw their hat in. Positions open: Mayor, Two Council Members. Goes through Wednesday June 7th 5:00pm.

6. Department Reports

- a. To discuss continued agenda items, assignments

- i. Buildings (Scott Larsen)

Vacuums repaired, one was old enough there are not parts available. All are in good repair.

- ii. Roads (Scott Larsen)

Talking with Troy Ostler, new grant may be available for residential roads. Still researching, more info will be available later.

- iii. Cemetery (Justin Carlile)

One of the sprinklers was leaking, dug up Sunday and patched. Left open to be sure its sealed good. Should be back on and good now. Got supplies and marked most of the new section with Koy, should be finished soon and can start selling plots in that section.

- iv. Park (Terri Eisel)

Met with Troy Ostler last week to go over walking trail at park. Funded in October, engineering will start when released. Construction in spring, ready to go in the summer. Amount of grant will stay the same, will look at costs as construction goes. Walked through and received advice on cleaning up Spring Creek, can clean vegetation without permit, but not dredged. Will apply again in a few years to improve Spring Creek a little bit, give time to build up funds for grant match. Going to ask the county to help with match for current park project. Concerns about trash and common courtesy at the park, going to have some signs made. Garbage cans are full, there is garbage all over, tracks across the lawn and in the arena, etc. Going to make signs and lock the gate and arena so unauthorized motorized vehicles can’t access. Talked about where the new park trail will go, wide enough for strollers/walkers/wheelchairs etc and will go around the perimeter of the park ¼ of a mile exactly so those using it will be able to track. Going to talk with the County about them helping with park improvements. Have the 24th auction funds help with some of the Town projects, projects at the park/cemetery etc. Alisha has reached out to the wards and will coordinate to get going on the 24th plans for this year.

- v. Water (Clint Allen)

Justin with Sunrise Engineering who helped get grant for the water project coming up called and said there is a deadline from the state to report levels of lead in lines in the ground and in the system. We don’t have as much as other cities do but we still have to report whatever it is. There is funding from the state to help the small municipalities afford it. Sunrise has been approved to accept that money and help with it so they are going to help us get the compliance surveys done and obtain grant money for that. They are able to gather information by historical records of when things were installed or sampling different areas. He will also help with identifying issues and solutions where needed and with getting funding for that too. Our problems should be limited, the majority of our system has been redone or is scheduled to be redone. As far as town responsibility, we should not have a lot but there may be some on the homeowners side. Also working with Scott Kettle on beneficial use of water rights reporting for the state. Chris Crockett with the division will put cutthroat trout into spring creek on June 26th, some of them should be catchable size. Justin Carlile mentioned he can help try to put together a record of when lines were installed through county data and assist Horrocks with information if possible.

- vi. Mayor (Celeni Richins) – nothing noted
- vii. Clerk (Alisha O’Driscoll)

Read notes from Alisha: Schools out party went well, about 200 people attended. Weather was iffy at first but people stuck it out and played games, it was fun. We can now take non utility credit card payments for any department, will include \$3 convenience fee to cover our costs. Anyone can pay a payment to any department, you do not need an xpress billpay account. Wanted to see if the riding club is going to do the 4th of July breakfast and 24th of July rodeo. Amanda Carlile said some of the members have mentioned that they may want to do personal rodeo fundraisers or equipment that can be used year after year. Justin and Amanda are going to check with the riding club and report back at the work meeting.

7. Schedule upcoming meetings – Information and discussion only

- i. Call for Agenda Items for June Town Council Work Meeting (Expected June 15th, 2023 7:00pm)

Scheduled for Thursday June 15th at 7:00pm. 24th of July committee and bishops.

Need to meet with county attorney about enforcing ordinances.

- ii. Call for Agenda Items for July Town Council Meeting (Expected July 6th, 2023 7:00pm)

Scheduled for Thursday July 6th at 7:00pm. Celeni will get with Alisha to talk about what is on that agenda.

8. Items Continued To Future Monthly Town Council Meetings

- a. Cemetery Road Vacate

- 9. CLOSED SESSION to discuss personnel and/or pending or reasonably imminent litigation.

Motion: Clint Allen moves to adjourn public portion of June 1st Town Council meeting to move to closed session

Second: Scott Larsen **Vote:** Unanimous

Adjourn Time: 8:18pm