

PENDING - Draft #2

Cedar Highlands, Ut Town Council Meeting Minutes

Date 4/12/2019

Location: Cedar City Public Library Rare Books Room

Call to Order: by Mayor Swann

Call to Order at: 2:00pm

Pledge of Allegiance

Roll Call of Council Members:

<u>Council Members</u>	<u>Present</u>	<u>Declaration of Conflict of Interest</u>
Steve Swann, Mayor	Y	None
Susan Allman	Y	None
Beth Gaines	Y	None
Paul Starks	Y	None
Linda Stetzenbach	Y	None

Comment(s): Mayor Swann submitted corrections to November 2018 minutes where the sustaining and approval of the Town Clerk, Dani Katwyk and Town Treasurer, Zelpha Taylor were not noted in the minutes. The vote was unanimous to amend the November minutes.

Public Comments:

1. **Mike Brask** - Questioned the \$2,500 that the HOA contributed to the road repairs and a \$75 NSF charge. It was explained that \$2,500 pledged from the HOA was combined with town funds and used in the road maintenance. The Town paid the balance of BDW invoice #8367 which totaled \$8,940. The funds were paid directly to Bulloch Dirt Works. Mr. Brask asked about the remaining items on the Road Repair List. It was explained by Councilwoman Gaines that the repair list was "everything that needed to be repaired" and that the contract with Bulloch Dirt Works was for "only a portion" of the items on that list.

[] **Action Item** - Mayor Swann said that the town would reimburse the HOA for the NSF charge. Send email to HOA board requesting an invoice for the NSF charge and supporting documentation.

2. **Rob Yates** - Gathered information on the purchase a Case 580 backhoe from Century Equipment as an example. Regular price is \$125,000. The Case 580 backhoe has a Utah State bid on file for \$92,600. Century Equipment could provide financing at \$18,000/year or \$1,500 a month. Mr. Yates strongly recommends that the town obtain it's own equipment that can be used for multiple purposes, Mr. Yates believes that the cost would be less to the town and the town could do more.

3. **Regina Tashjian** - Read letter with details of the purchase of the 2 lots and asked for a Road Repair plan.

4. **Robert Shelton** - Read/paraphrased from an email written by Jim Hilton regarding how information should be posted to the Town website. Discussion followed regarding the "intent of the town resolution"

5. **Larry Miracle** - Spoke on collusion. Quoted from Council email and asked for the Mayor to resign.

6. **Jim Byler** - Talked about the State Auditor's report and asked for the Mayor to resign.

7. Michael Fay - Spoke to the Council and told them that he was embarrassed by their behavior and that they should attend a Cedar City or Enoch City council meeting to recognize the how a Council should function. Mr. Fay requested that Council member that was “leaking” confidential Council communications to resign.

COUNCIL REPORTS:

1. Mayor Swann - none

2. Councilwoman Gaines - Report on the financial processes of the Town
- Councilwoman Gaines & Councilwoman Allman conducted a review of the Town’s checking account on April 10, 2019.
- Review was helpful in identifying recurring operational costs and required expenses.
- Report and supporting documentation submitted for record

Discussion followed.

- Council members, Town Clerk and Town Treasurer are in the process of being bonded.
- Polorus is robust system. Accounting firm estimated about 1hr month to fulfill Town requirements @ \$75/hr. Firm will provide the Town with the 3 basic financial reports required and any additional reports the Council might want. Invoices will still be viewed by Council members.
- Immediate action is needed to move forward.

3. Councilwoman Stetzenbach - 9 proposals have been submitted for review on 3/25/19 and none of them have been as yet uploaded on the town or state website.

4. Councilman Starks -

- Fire Wise is scheduled for May 4, 2019 which corresponds with the National Fire Wise Day. Council member Starks would like to have 3 Fire Wise days this coming season.
- Work to be done initially on Municipal property, starting with the dead wood. Dead wood must be cut and/or collected and then burned or removed, but not chipped.
- DNR will do chipping of fresh cut wood.
- Utah Fire Grant Fee is \$2,066 and can be met by submitting individual hours per Fire Wise program.

5. Councilwoman Allman -

- there will be 2 Community Connections gatherings scheduled in May, with council members Susan Allman and Linda Stetzenbach and community members.
- Councilwoman Allman and Councilman Starks are continuing to work on the draft Road Report

6. Planning Commission - no report at this time

ACTION ITEMS:

1. Pelorus: Mayor proposed moving forward.
Councilwoman Gaines: Pelorus will earmark Fire Wire Funds per Councilman Starks request. Council member Susan Gaines called for motion to accept and move forward with Pelorus service contract by Mayor Swann. 2nd: Councilwoman Allman
The service Pelorus contract was approved. The vote was unanimous.

2. Council Areas of Focus : Discussion. This is version number 7.

Motion to Table: Councilwoman Stetzenbach as she has not been given copy of nor has it been posted to town or state websites.

2nd: Councilwoman Allman

Action was to table. The vote was unanimous

3. CCFR 100K Race: Permission requested by Race Organizer for August 17, 2019.

Discussion followed.

Requests by council members: 1) Posted SIGNS be LARGE, 2) Traffic Control Plan be submitted by Race planners, 3) Town "Special Event Permit" be required, and 4) written plan be submitted to Town by race organizers. 5) Insurance

[] Councilwoman Allman to interface with the race organizers. Rob Shelton has volunteered to help as he has vast professional experience.

4. Public Works Road Equipment:

- Study requested using 5 individuals on the committee with input from others in the community with knowledge and expertise. Individuals to provide report with review and analysis of equipment and costs.
- Councilwoman Gaines strongly urged the committee to take into consideration the advantages and opportunity of keeping Right Hand Canyon road open during the winter.
- Councilwoman Allman recommended they dismiss the "Resolution" and move forward with an ad hoc committee.

Council member Linda Stetzenbach motioned to table resolution. Mayor will create ad hoc group to study and report to Council for next steps.

2nd: Mayor Swann

The vote was unanimous.

Adjournment:

Councilwoman Linda Stetzenbach motioned to adjourn

2nd: Councilwoman Allman

The vote was unanimous.