

PANGUITCH CITY COUNCIL MINUTES

**OCTOBER 28, 2014
CITY COUNCIL - 6:30 P.M.**

**LIBRARY CONFERENCE ROOM
25 SOUTH 200 EAST
PANGUITCH, UTAH 84759**

Those present at the City Council meeting were Mayor Eric Houston, City Manager Lori Talbot, City Recorder Donna Osborn, Council Members, Lloyd Brinkerhoff, Rick Miller, Trudi Owens, Tim Smith, Kim Soper, and Attorney Barry Huntington.

Others present were Jolyn Smith, Marc Cram, Kevin Powers, Trevor Mays, Randy Yard, Becky Yard, Mack Oetting, Pat Oetting, Claudia Crump, Dianne Fullmer, Art Cooper, Steve Marshall, Lanny Talbot, Glenn Adams, Grant Olenslager, Sam Marshall, Yvonne Ricketts, Anne Anderson, and Kade Fullmer.

The meeting was called to order at 6:30 p.m.

OPENING CEREMONY

Trudi Owens conducted the opening ceremony.

ADOPTION OF THE AGENDA

Trudi Owens moved, seconded by Kim Soper to adopt the agenda as outlined. The motion passed with all in favor.

APPROVAL OF THE MINUTES

Lloyd Brinkerhoff moved, seconded by Tim Smith to approve the minutes. The motion passed with all in favor.

SIEMENS - MARK CRAM

Mark Cram, Kevin Powers, and Trevor Mays presented an update on the study of possible energy saving projects for Panguitch City. The preliminary audit and the investment grade audit have been completed. The projects selected for consideration by the City Council were as follows:

- Building lighting to include interior and exterior lamp upgrades
- Street lighting to replace the 186 lamps and fixtures with induction lamps and to purchase the 112 light poles now rented from Rocky Mountain Power
- City Office Building to replace the heating and cooling system with an energy efficient split system VRF which provides separate controls and 13 individual zones
- Unoccupied temperature setback at the BIC building and the shop

- Weatherization to seal all gaps and cracks in all city buildings.

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Kevin Powers explained the implementation costs, the projected savings, and the years to realize payback on each project. The terms discussed were a 19 year cash flow positive and a 15 year cash flow positive. The 19 year term option frees up about \$10,000.00 a year for working capital. The 15 year term option does not free up working capital, but saves the City about \$70,000.00.

The next steps in the process is to finalize the RMP assessment, interest rate discussion, third party review status, finance RFP which Siemens will do at the City's request, timeline going forward, and the approval process.

The Council recommended the full scope of the project and the 19 year cash flow positive option. Mark Cram will proceed and report back to the Council.

PUBLIC HEARING - ORDINANCE FOR ESTABLISHING A CAPITAL PROJECT FUND

Lloyd Brinkerhoff moved, seconded by Rick Miller to go into the public hearing for an ordinance for establishing a capital project fund at 7:00 p.m. The motion passed with all in favor.

Those present at the public hearing were Jolyn Smith, Marc Cram, Kevin Powers, Trevor Mays, Randy Yard, Becky Yard, Mack Oetting, Pat Oetting, Claudia Crump, Dianne Fullmer, Art Cooper, Steve Marshall, Lanny Talbot, Glenn Adams, Grant Olenslager, Sam Marshall, Yvonne Ricketts, Anne Anderson, and Kade Fullmer.

Mayor Eric Houston explained that the Council would like to put the money received from the sale of the swimming pool building to the Garfield County School District into a capital project fund instead of the city's general fund. This capital project fund could be set aside for a swimming pool.

Mack Oetting commented he is in favor of the capital project fund. He feels that the school district used the money for the maintenance of the pool for other uses. With a capital project fund, this would not be possible. There were no other comments.

Trudi Owens moved, seconded by Kim Soper to end the public hearing at 7:05 p.m. The motion passed with all in favor.

ADOPTION OF ORDINANCE 2014-5

Lloyd Brinkerhoff moved, seconded by Tim Smith to adopt Ordinance 2014-5 for establishing a capital project fund. The motion passed with all in favor.

AUDIT REPORT / FINANCIAL STATEMENT APPROVAL 2013/2014

The audit report and financial statement submitted by Kimball & Roberts called attention to one weakness in the audit of Panguitch City. This item was on page 57 of the report and showed a weakness in the justice court because of an inactive judge.

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Tim Smith moved, seconded by Rick Miller to accept the audit report and financial statement from Kimball & Roberts for 2013/2014. The motion passed with all in favor.

ANNEXATION

Kim Soper provided an informational packet on the annexation including a map to show the proposed boundaries and the water and sewer hookups that are currently outside the city limits. The packet also included a spread sheet showing owners, acres, and property values indicating those voting for or against the annexation. If no response was received from the property owners, they were considered to be against the annexation.

The annexation info sheet provided by Kim Soper shows percentages of property owners, acreage, and values to be in the majority, which allows the City to move forward with the annexation. The info sheet also outlines the procedure which must be followed to continue with the annexation.

The Council discussed the possible issues of annexation including the costs of extending water and sewer lines, flooding issues, water pressure, and feasibility of extending the city services to the annexed area.

Kim Soper moved, seconded by Trudi Owens to proceed with the annexation as proposed. Lloyd Brinkerhoff opposed the motion. Rick Miller, Tim Smith, Kim Soper and Trudi Owens voted in favor of the motion. The motion passed.

MARKING OF TOWN BLOCKS AND NEW PANGUITCH TOWN PLAT - LANNY TALBOT

Lanny Talbot explained that he worked for 28 years as a surveyor for the BLM. He has spent his spare time since 1985 surveying to tie in the old fence lines in Panguitch. The old fence lines are disappearing and the property lines have become inaccurate. Lanny Talbot has surveyed the whole town and is willing to donate the information showing the plats and the dimensions to the City on the condition that the city pay for monuments to mark each block at the cost of \$35.00 to \$50.00 per monument. Lanny Talbot would set the monuments for half of his normal fee. The project may have to be put out for bids.

The Council requested that Lanny Talbot work up a proposal to include the cost of the monuments and the labor to set them.

PENDING BUSINESS

There was no new pending business.

DEPARTMENT REPORTS

City Council meeting on Veterans Day:

Tim Smith moved, seconded by Rick Miller to cancel city council meeting on Veterans Day November 11, 2014 and to authorize the mayor to approve the bills to be paid. The motion passed with all in favor.

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Municipal Court Judge: City Manager Lori Talbot informed the Council that the procedure for hiring a new justice court judge is more complicated than was anticipated. The City is not allowed to accept applications for the municipal judge. All applications must be submitted online to the Utah Courts. A hiring committee of 5 will then be set up consisting of 2 representatives from the city and 2 representatives from the county (none of these can be elected officials) and a representative from the bar association. Two weeks must be allowed for public comment. The hiring committee will narrow the applicants to 3, 4, or 5. The mayor will select a new judge from these applicants. The selection must then be approved by the courts and the City Council. The judge needs to be hired before December 31, 2014 in order to be registered for the annual judge's training. The Council will need to have a special meeting to select the two city representatives in order to meet this deadline.

EXECUTIVE SESSION

The executive session was not necessary.

CURRENT BILLS The council reviewed the current bills to be paid.

Trudi Owens moved, seconded by Kim Soper to pay the current bills. The motion passed with all in favor.

ADJOURNMENT

Meeting adjourned at 8:40 p.m.

Eric Houston, Mayor

Donna Osborn, City Recorder