

**Hildale City Council Meeting**  
320 East Newel Avenue, Hildale, Utah 84784  
Wednesday, March 7, 2018 6:00 P.M.

**Present:**

**Mayor:** Donia Jessop

**Council Members:** JVar Dutson, Jared Nicol, Maha Layton

**City Recorder:** Vincen Barlow

**City Treasurer:** John Barlow

**Staff:** Susie Barlow, Jim Peterson, David Boshard, Mariah La Corti, Andy Barlow, LaVern Fischer, and Michelle L. Chatwin

**Presenter:**

**Court Monitor:** Roger Carter (by phone)

**Public:** Kevin Pipkin, Brian Meldrum, Sara Barlow, Seth Cooke, Jeff Barlow, Paul Barlow, Lawrence Barlow, Mayor Joseph Allred, Vance Barlow, Brigham Holm, Alma Fischer,

**#1 Roll Call**

Mayor Jessop called the meeting to order at 6:04 P.M. Quorum present.

**#2 Approve of Minutes of Previous Meeting**

Maha Layton mentioned a few needed corrections.

**JVar Dutson moved to approve minutes of meeting held February 15, 2018 and February 27, 2018**

**Maha Layton seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#3 Public Comment**

Mayor Jessop invited the public to comment.

Joseph Allred: He expressed thanks for everyone.

**#4 Recognition of Service**

Mayor Jessop commended LaVern Fischer and Michelle Chatwin for their daily effort at Hildale City. Both employees have resigned with their last date being March 9, 2018. LaVern Fischer has served at Hildale City for 19 years. Michelle Chatwin has served for 4 years. Each of them was presented with a plaque of appreciation. Each board member expressed appreciation for LaVern and Michelle.

## **#5 Department Reports**

Building Department: Andy Barlow gave the report. Three or four permits were issued since the last meeting.

Utility Departments: David Boshard gave the report. He expressed appreciation for LaVern and Michelle. Some staff members attended the Rural Water training in St. George. There is some thought to change the way the head works are in the sewer system. The crew has been busy replacing meters with radio read meters. The water tanks have remained full with only two wells running. There is continued effort to treat the iron and manganese in the water. Some more work has been done on the Academy Avenue well.

Planning and Zoning: Jim Peterson gave the report. They have been working on the zoning ordinances. A zoning map was presented. Information was given regarding the zoned areas. Jim has been in communication with BLM regarding trails. He has been working on grant requests for trails within the city limits. Jeff Barlow was addressed and answered questions regarding Skunk Canyon trails within the city limits.

8:56 p.m. Mayor Jessop came back to this item and discussed a bond that will be on the ballot to get an auditorium, voc rehab center, cafeteria, fields, etc. needed for the school to grow. School Board and UEP have approved plans for the location. Dixie Tech is working on bringing a program out to work with the high school, to get certificates in IT, construction, plumbing etc. Health clinic is moving forward, U of U will be bringing special practitioners in and they will be able to accept AHCCCS and Medicaid. July 27-28 there will be a health fair. There is now a Facebook page for the City.

## **#6 Consideration and Possible Action on City Manager Position**

John Barlow presented flow charts showing the checks and balances within the city finances. JVar Dutson expressed concerns on why there is an issue. John explained that the City wants to separate authorizing, auditing, and signing checks. In the absence of a City Manager the Treasurer assumed his duties. John proposed #1 that he shed the title of City Treasurer and become City Manager and #2 that the treasurer no longer authorizes payments and Susie Barlow assume the title of City Treasurer in addition to billing clerk. JVar Dutson expressed his opinion against the proposal, he feels left out of the loop. Maha Layton explained that this will clear up the issue of responsibility by aligning duties. JVar Dutson requested that this action be tabled. John further expressed the need for checks and balances. Jared Nicol explained that we have been out of compliance according to the auditors. Mayor Allred discussed his opinion on the matter; he agreed that job descriptions need to be more specific. He made a suggestion of including a summary of the agenda item with the packet to assist City Council members understand the reason for the items on the agenda. Jared feels that two regular meetings a month would be more efficient, with an expectation to receive the packet for such the Friday before. Roger Carter gave input on the discussion. Maha referenced the training that the City Council members attended, and suggested that they support Mayor Jessop's opinion on the matter. Jared felt that individuals need to be held accountable for their assigned duties, and this will assist in

that. JVar Dutson requested this be moved to Executive session. Attorney Kesselring verified that Mayor Jessop gets a vote in this matter due to it involving her duties.

**Jared Nicol moved to approve the motion that it be Hildale City’s policy that any persons or governing body (City Manager, Mayor, and City Council) with authority to authorize payments do not sign checks, unless required by extenuating circumstances, in which case written explanations of such circumstances will be filed with City Recorder.**

**Maha Layton seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**JVar Dutson moved to table the motion that John Barlow be appointed to the position of City Manager with all the duties and responsibilities outlined in Hildale City (Ord. No. A-3, 6, 8-2-1971) to March 21, 2018.**

**Jared Nicol seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#7 Consideration and Possible Action on City Treasurer and Wages.**

**Jared moved to table the motion that Susie Barlow be appointed to the position of City Treasurer with all the duties and responsibilities in Utah Code 10-6-141; City Treasurer, with a wage increase from \$15/hr to \$17/hr.**

**Maha seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#8 Consideration and Possible Action on Accounts Payable Clerk Wage Increase.**

**Maha Layton moved to table the motion that Mary Ellen’s wages be increased from \$17.50/hr to \$19.50/hr to reflect the increased amount of responsibility and duties. JVar Dutson seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#9 Consideration and Possible Action on CIB Detention Bond Supplemental Funding.** Vincen Barlow presented. This would do Carling Street project and possibly Canyon Street, supplemental funds are available through CIB funding, it’s just a matter of requesting them which takes approximately 3 months. No action needed.

**#10 Consideration and Possible Action on Financing to Pay Engineering Fees.** Vincen Barlow presented. Engineers do not want to wait any longer to get paid. Vincen was seeking permission from the Council to look into financing options to pay them.

**JVar Dutson moved to authorize the staff to look into internal financing and external financing to pay for engineering fees relating to Water Detention Basins. Maha Layton seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#11 Consideration and Possible Action to Participate in Spring Clean-up Event.** Vincen Barlow presented.

**JVar Dutson moved to approve participation in the community spring clean-up event. Maha Layton seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#12 Consideration and Possible Action on signing Lot-Line Adjustments.**

Jim Peterson presented maps outlining the proposed lot-line adjustments. He has approved and signed the adjustments. Paperwork will be prepared by the UEP upon approval. Jeff Barlow addressed the Council and presented Google Maps images in explanation of the adjustments. Engineers take the plat, modify the lines and create an amended plat. Deeded owners will then sign. Council members questioned Jim Peterson regarding details. Jeff Barlow is asking the council to approve one fee per application rather than per adjustment. Attorney Kesselring said that legally the fee is for the petition, he further suggested that the council include waiving the requirement of a title report in the motion. Jim Peterson agreed that it makes sense to having only one fee per application. Jeff Barlow clarified the lots affected. Jim Peterson addressed the council regarding the lot split for Randy Barlow (Maha Layton disclosed he is her brother), there was discussion regarding road access for both parcels. There is not an amended plat ready to be recorded, that will be done upon approval. Alma Fischer addressed the board wondering why the water line is being hooked up to a warehouse. John explained that we are not talking about a water line approval. It was clarified that all of the land owners have agreed.

**Maha Layton moved to authorize the lot divisions for lots; HD-SHCR-10-13, HD-SHCR-10-16, HD-SHCR-10-17, 9-28, 9-29, 9-36, 9-24, 9-25, 9-26, 9-21, HD16, and HD6; strict requirements may be waived upon legal review.**

**JVar seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**Maha Layton moved to authorize the lot divisions for lot HD-SHCR-11-14 with the stipulation that UEP trust add their name to the petition and subject to verification that the fee has been paid, strict requirements may be waived upon legal review.**

**Jared seconded. Roll call vote:**

	YES	NO	ABSTAIN
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

**#13 Financial Report**

Presented by John Barlow. Maha Layton requested fixing an area next to the school if budget allows.

**#14 Closed Executive Session**

Not needed

**#15 Discussion of Pending or Contemplated Litigation, Claims and Demands**

Presented by Attorney Kesselring. He has a lot to review, will discuss more at work session in a few weeks.

**#16 Consideration and Possible Action on a Public Hearing on Animals in the Community.**

John Barlow presented; requested a public hearing be set to discuss. Mayor Allred addressed the Council; he explained these things are outlined by an Ordinance, suggested that the Council come up with a draft of an Ordinance for the public to give input on. Vance Barlow suggested the Ordinances currently in place be reviewed and changes be proposed to create a starting point for the discussion. Colorado City has arrangements with PAWS and Best Friends for unclaimed animals. Brian Meldrum suggested that the matter be put on Facebook for feedback. Jared Nicol suggested that there be contact with the Marshal Office as well. There will be a motion for a meeting after a plan.

**#17 Adjournment**

**JVar Dutson moved to adjourn.**

With no other business, meeting was adjourned at 9:08 P.M.

I verify that a copy of the notice and agenda was delivered to the Mayor and City Council members and posted at the City Hall, 320 E. Newel Avenue, Hildale, Utah and sent to the Utah State Public Meeting Notice coordinator.

Minutes were approved at the City Council Meeting on April 11, 2018.

*Vincen Barlow*

Vincen Barlow, City Recorder

