



HILDALE CITY

P.O. BOX 840490 320 E. NEWEL AVE. HILDALE, UTAH 84784 PHONE: 435-874-2323 FAX: 435-874-2603

Hildale City, Utah
Council Meeting Informational Packet
June 20, 2018



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HILDALE CITY

Established 1963

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NOTICE AND AGENDA

NOTICE IS HEREBY GIVEN TO THE HILDALE CITY COUNCIL AND THE PUBLIC, THAT THE HILDALE CITY COUNCIL WILL HOLD A COUNCIL MEETING ON WEDNESDAY THE 20th DAY OF JUNE, 2018 AT HILDALE CITY HALL, 320 EAST, NEWEL AVENUE, WHICH MEETING SHALL BEGIN AT 6:00 P.M. MDT.

THE AGENDA SHALL BE AS FOLLOWS:

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. DECLARATION OF ABSTENTIONS & CONFLICTS
4. PUBLIC COMMENT
5. APPROVAL OF MINUTES FROM 5/22/2018, 5/24/2018, 6/6/2018 AND 6/13/2018 MEETINGS
6. CLOSED EXECUTIVE SESSION FOR DISCUSSION OF PENDING OR CONTEMPLATED LITIGATION, CLAIMS, AND DEMANDS
7. CONSIDERATION AND POSSIBLE ACTION OF SIGNING LEASE OR BUYOUT OF LEASE ON LOT #38
8. CLOSED EXECUTIVE SESSION
9. CONSIDERATION AND POSSIBLE ACTION ON APPOINTMENT OF PLANNING COMMISSION MEMBERS
10. CLOSED EXECUTIVE SESSION FOR DISCUSSION ABOUT I.T. SECURITY
11. IGA CLASS
12. DISCUSSION AND POSSIBLE ACTION ON CHANGING MEETING TIME
13. ADJOURNMENT

Agenda items and any variables thereto are set for consideration, discussion, approval or other action. The City Council may, by motion, recess into executive session which is not open to the public, to receive legal advice from the City attorney(s) on any agenda item, or regarding sensitive personnel issues, or concerning negotiations for the purchase, sale or lease of real property. Council Members may be attending by telephone. Agenda may be subject to change up to 24 hours prior to the meeting. Individuals needing special accommodations should notify the City Recorder at 435-874-2323 at least three days prior to the meeting.

Hildale City Council Work Meeting

320 East Newel Avenue, Hildale, Utah 84784

Tuesday May 22, 2018

Present:

Mayor: Donia Jessop

Council Members: Maha Layton, Jared Nicol, JVar Dutson, Stacy Seay, Lawrence Barlow

City Recorder: Vincen Barlow

City Manager: John Barlow

Staff: Mariah La Corti, Christian Kesselring, Dean Cooke, Nathaniel Barlow, Weston Barlow, Leonard Black,

Public: Joan Barlow, Brian Jessop, Mayor Allred, Vance Barlow

1. Call to Order

Mayor Jessop called the meeting to order at 4:35 p.m. Vincen called roll. Quorum present.

2. Public Comment

None

3. Prioritizing Hildale City Strategic Plan

John Barlow presented. He presented a list of items that need to be taken care of and asked the council to prioritize each of them individually.

Regarding insurance, presently the City is not insured and is uninsurable. It will be a 3-4 month process to get an assessment. The concern is, are we okay with having uninsured officers until we can get insured, or do we temporarily want to hand policing over to the county. The new chief hired by Colorado City is not aware of the budgetary or insurance constraints as of yet. Internal policies and procedures has a big impact on insurance; how they look and are implemented. This is necessary but very time consuming. General liability insurance will be very pricey, but is also very necessary.

There is currently 4 pending litigation cases.

Apple Valley is in the process of annexing right up to our border. We need to move forward if we do not want to be locked in on growth.

Fiber Optic contract is presently unclear, we have a proposed contract in place to explain things further. We need to research tax consequences, what we own, what benefit it will provide to the community, etc. This will take up a lot of staff time.

Regarding employee benefits, Colorado City is doing a lot of the research on this. These will be done in correlation with Colorado City.

Business licenses procedure needs revamped, this may take 2-3 weeks.

City Ordinance overhaul; depending on the ordinance, it may take a week or two per ordinance. Six month timeframe to prioritize which ones need overhauled.

Culinary water: our system is dated. The entire process of how we are handing our culinary water can be revisited. This could potentially be handled by the utility department.

Developing a tourism plan: there is reason to believe tourism will increase a lot in the next few years.

Big Plains Junction takes you to Gooseberry Mesa and Rockville. If Hildale wants an opinion on this we need to take action, even though this is not affecting Hildale directly. It may bring tourism traffic to the area.

Asset Management: this is an information systems tool. We need this to provide better understanding and reporting of everything that Hildale owns.

Auditor's training needs to take priority. Auditors will come out once a week and we will drop anything that is not absolutely critical to accept the training.

Hildale City Cemetery: this is important because of the way people will view how the city treats their deceased. Staff will need a week or so to look into regulations, and a week to get staff trained properly to be in compliance.

Transient lodging, Airbnbs, glamping, etc.: we need to have a policy in place as to how many, regulations, etc. There is a certain amount of risk associated with these activities. Health and safety problems are going unnoticed and documented.

Utility on-line payments: this has been budgeted and paid for. Staff will need approximately a week of training.

Leadership in parks and recreation: it may be good to have a parks department and have a department head to take care of them. This will involve a lot of research and may or may not involve Colorado City.

Physical and Cyber security of Hildale City administration: there are a few concerns, this should be an item on the executive session on the next council meeting.

Manholes/Wastewater Infrastructure.: this needs to be done by the Utility Business Manager, Hildale City council should consider that any health and safety issues may be worth directing Hildale City staff to take an active role in.

Updated website: some information such as staff can be updated right away. Everything else needs an overhaul.

Maxwell Park acquisition and renovation: our current lease with BLM is expired.

Roads: In order to do employee benefits the city took money out of capital improvement projects. This will affect business owners. Staff needs to figure out where funds will be available for improving roads, time to research grants, etc.

Hildale City Council Work Meeting – May 22, 2018

Street lights: Garkane has a program for LED lights. This is not a priority at the moment.

Chief Barlow has concerns about the fire department operating because of lack of volunteers. This is something that staff will need to help with, research, look for money, insurance, etc.

Emergency response plan: if Hildale were to have an emergency we need to know how to respond.

Payroll services: it is worth investigation to determine if Hildale should be doing it ourselves rather than Colorado City.

Industrial lot sales: anything that is not in litigation can be reviewed.

Council Chamber equipment: we would like to get tablets to save on paper usage.

Due to time constraints, the meeting was suspended at 6:05 p.m.

The work session was reconvened at 9:11 p.m.

4. Discussion on Fireworks for the 4th of July

Jvar was approached by “Uncle Tom” who has been in charge of the Fireworks for the 4th of July celebration in the past, to see if Hildale would be willing to help at all monetarily. There is nothing budgeted for such. Chief Kevin told Tom that he is not interested in the Fire Department getting involved. If Hildale cannot donate monetary funds, perhaps we can have the fire department help. Lawrence explained his knowledge of fireworks licensing, and suggested that we get the facts before requiring anything of the Fire Department. Vance informed the council that in Arizona it is specifically excluded from all insurances unless a special one is purchased. Historically, it has been handled by a private licensed individual(s) because of the liability. Brian Jessop used to be the Fire Marshal, when he was there they gave a permit, for an emergency response if something went wrong, but required a liability insurance be provided.

5. Discussion on Garkane Rates

Jvar presented. There needs to be a letter drafted by the City of Hildale to Garkane informing them that we want to be a “Class A customer” to get better rates. Christian and John were asked to take this task on. There is a public hearing in Hatch on the 4th of June. John suggested that he be allowed time to do research and prepare before approaching this.

6. Discussion on Strategic Plan

Chief of Police needed to be discussed. Insurance may be the deciding factor. Vance addressed the Board with information on the Colorado City insurance. When they were dropped they spent two years getting back onto a decent insurance. It cost them quite a bit, but they hired a Nationwide Broker to find adequate insurance for them. Prices are not as bad as they thought they would be, but they are not cheap. They have 7 policies at approximately \$50,000.00 each. It was a big job for the staff to put everything together; he wouldn't be surprised if it takes at least a month to get a solid quote.

Jared moved the discussion on; he feels that the Marshals office is important, and he will fight to make sure we are doing everything we can to make the Marshals office stay here, intact and move forward.

Although no action can be taken tonight, the council needs to make a choice before Colorado City gets into a contract. Lawrence feels that the risk is calculated, even though it is a ticking time bomb. John explained that the risk that exists will not be mitigated within the next two months, but the risks can be overcome by making sure officers are well rested, trained, experienced, have the necessary equipment, and have policies and procedures in place. Mayor Allred feels like the mitigation can start with a new chief. He thinks that disbanding the Marshal department is a bad idea; he feels that if we voluntarily give up the Police Department it will not erase the risk. Mayor Jessop asked if the Chief understands the risk, Mayor Allred and Vance feel that he does, they spent a long time with Mark discussing everything. Lawrence spoke his opinion against disbanding the department listing many reasons why.

Stacy suggested looking into an umbrella policy, and possibly seeing if the one Colorado City has can cross state lines since it is the same officers.

The council all agree that the Marshal Office should be maintained. Budgetarily, we are getting a really good deal on Law Enforcement right now.

Colorado City would like to do a combined Press Release, staff put a draft together and emailed it to the council members.

7. Discussion on Employee Benefits

JVar encouraged staff to hustle along. Lawrence informed the council of a life insurance policy available for officers.

With no other business, meeting was adjourned at 9:57 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 _____.

Vincen Barlow, City Recorder

Hildale City Council Meeting

320 East Newel Avenue, Hildale, Utah 84784

Tuesday, May 22, 2018

Present:

Mayor: Donia Jessop

Council Members: Stacy Seay, JVar Dutson, Jared Nicol, Maha Layton, Lawrence Barlow

City Recorder: Vincen Barlow

City Manager: John Barlow

Staff: Christian Kesselring, Nathaniel Barlow, Weston Barlow, Dean Cooke, Leonard Black, David Boshard, Mariah La Corti

Public: Joan Barlow, Mayor Allred, Vance Barlow, Brian Jessop

1. Call to Order

Mayor Jessop called the meeting to order at 6:06 p.m. Vincen called roll. Quorum present.

2. Pledge of Allegiance

Jared Nicol led the crowd in the pledge of allegiance.

3. Public Comment

None

4. Public Hearing on Proposed FY2019 Budget

Vincen thoroughly explained the budget adoption procedure.

John Barlow presented. In preparation for the budget, John and Vance met with each of the department heads. He explained that things on the budget are categorized into people, operations, and capital improvements. John feels that a city's priorities can be seen by reviewing the budget. He proceeded to walk the council through the proposed budget, with a line by line explanation. Councilmembers were provided a packet with last year's budget for reference.

When estimating the budget, numbers as conservative as possible are used. Prior year actual is audited numbers for FY2017, current year anticipated is what is anticipated to be received by the end of FY2018, and future year anticipated is what is conservatively budgeted for in FY2019.

John said that due to the changes happening in the community it is likely that the budget will need to be reviewed monthly, possibly with more, budget hearings and amendments.

The County gives the City the amount for the property tax. There is a dispute as to whether Hildale can collect the taxes on the 911 center which is physically located in Arizona. Research needs to be done on this.

John anticipates applying for and receiving a grant from the County.

JVar questioned a lot about roads. Stacy pointed out the State code which states that the municipality government has sole maintenance of the class “C” streets.

The county is very interested in bringing tourism to Hildale and has given information on a number of grants we can apply for and likely receive. Maha made it clear that grant deadlines need to be prioritized to assure we do not miss out on anything.

Industrial lot revenues were not budgeted for because there are no projected sales. Those funds have been assigned to improve infrastructure near the industrial lot.

There was some discussion on fire department services, revenue and expenses.

The UEP owns Cottonwood Park. If they would like to pay Hildale to maintain it that would be a revenue, then the expenses for such would be an expense. This was put on the budget in case the city decides to make a contract with the UEP. John discussed this possibility with the director of Public Works and City Manager of Colorado City who feel that this endeavor should be solely Hildale, they see no reason to be involved at this time.

There was a long discussion and explanation on the anticipated moving of funds from the capital project and general funds. In order to balance the anticipated expenses this year, the funds would have to be reallocated from another fund. It is up to the council to set the budget priorities. There was concern about if those funds were previously committed to anything (i.e. The Industrial Park); the previous administration may have made a verbal contract.

Discussion on compensation began. John feels that whatever you are willing to give to an employee, you will get in return. The National average amount for Health Insurance was budgeted in. John will work with Vance to come up with a proposal and as many options as possible for the council to approve regarding healthcare. Compensation is partly where the funds would be reallocated to, based on the council’s priorities. Maha expressed her feeling that hiring people that will invest in Hildale will bring in the revenue to cover the expense of paying them. A long discussion proceeded back and forth between the council members regarding compensation. Jared pointed out that the City has a budget that they have to stick with. Lawrence gave input that this amount is not set in stone, it is having the capacity in the budget to allow the raises if earned. John clarified that the changes in salary would be immediately recommended. It is his opinion that you will get what you pay for. JVar stated that he will not approve anything until we have the revenues to match. Jared recommended that we have a tier oriented plan for raises.

A detailed explanation on the Judgment Resolution fund was given. Colorado City pays 55%. The remaining is split two ways between Hildale City and Utilities. Mayor Allred informed the council that the court monitor was only \$4,000 last month, so there is hope that this amount will continue to decrease.

The Risk Management fund is paid into to offset some legal risk. For now, this entire amount goes to Colorado City to resolve some settlement costs that Colorado City fronted. If we continue to pay the amount we are, we have three more years of this.

IGA's specify what Hildale pays regarding police. Mayor Allred explained that in past years if Hildale cannot pay the amount outlined in the IGA, they have discussed lower amounts. Calls taken by the police office are often proportionately 2/3 Colorado City, 1/3 Hildale, in relation to the population. Discussion was had regarding the Chief of Police appointment. Mayor Allred outlined the requests made by the individual to be appointed. Weston added that we will need a line item included for the Abbott Building charges.

For transparency, John explained that if he did not know what a grant was, he took it off of the budget. If a Director applies for a grant, a budget hearing can be held to make the correction.

When asked, Vance clarified that the Arizona Strip Landfill is owned by Colorado City and Fredonia. Hildale collects all of the utilities, including solid waste as a convenience to the customers. Hildale pays the landfill a fee for their services; they pay us a percentage for doing the billing/collecting the funds.

Jared referenced his concerns with compensation. He would like to look into repayment to the capital improvement fund if we proceed with the reallocation. He would further like to look into when the salaries go into effect and to have a procedure in place as to how raises happen.

Capital improvements is money that is set aside over a timeframe to purchase new equipment or land. There was not anything on this line item in the proposed budget, JVar requested we put some funds there.

Community Outreach Department is completely revenue based. The Outreach Department thus far is a huge success.

For Utility Department funds John will sit down with the Utility Department to come up with more specific numbers. A meeting will be held next Tuesday to approve a final budget for Utilities.

Mayor Jessop opened the floor to the Public for questions or comments. Mayor Allred mentioned a discrepancy for the energy & use tax. Utilities use in the community is down a lot, he thinks the anticipated amount should be reduced. As far as zoning & subdivision fees, he thinks the anticipated number is dreamy, but we need an offsetting expense to match it if it is there. There was an error in the spreadsheet on the Community Outreach Department that will be corrected.

JVar Dutson moved to close the Public Hearing.

Lawrence Barlow seconded. Roll call vote:

	YES	NO	ABSTAIN
Lawrence Barlow	X		
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

5. Consideration and possible action on Proposed FY 2019 budget.

Jvar Dutson moved to approve the preliminary FY2019 budget numbers with the requested changes.

Maha Layton seconded. Roll call vote:

	YES	NO	ABSTAIN
Lawrence Barlow	X		
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

6. Consideration and Possible action on Ratifying Contract for Fiber Optic

This item was tabled.

7. Consideration and Possible Action on Memorandum of understanding with Washington County School District for Facility Use

The school district is offering use of their facilities, as they are available, but in return will require that we sign a memorandum of understanding. Council was provided a copy of the memorandum to review. The insurance that we have does cover what they want.

Jvar Dutson moved to accept the memorandum of understanding as facilitated in the agreement.

Maha Layton seconded. Roll call vote:

	YES	NO	ABSTAIN
Lawrence Barlow	X		
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

With no other business, meeting was adjourned at 9:11 P.M. and the work session was reconvened.

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 _____.

Vincen Barlow, City Recorder

Pending Minutes - Subject to Approval

Special Hildale City Council Meeting

320 East Newel Avenue, Hildale, Utah 84784

Thursday, May 24, 2018

Present:

Mayor: Donia Jessop

Council Members: Stacy Seay, JVar Dutson, Jared Nicol, Maha Layton, Lawrence Barlow

City Recorder: Vincen Barlow

City Staff: Christian Kesselring, Andy Barlow, Mariah La Corti

Court Monitor: Roger Carter

Public: Joan Barlow, Vance Barlow, Mayor Allred, Sarah Barlow, Mark Askerlund, Brian Jessop (this list is incomplete)

#1 Call to Order

Mayor Jessop called the meeting to order at 6:00 P.M. Jared led everyone in the pledge of allegiance. Vincen called roll. Quorum present.

#2 Consideration and possible action on appointing Hildale City Police Chief

Mayor Jessop asked Mayor Allred to give his opinion on why Hildale should appoint Mark Askerlund. There were originally eight applicants for this position, none of which had the qualifications they were looking for. Mark Askerlund was actually recruited because of his qualifications. In Colorado City they are looking for someone who has the right balance of strictness and compassion and they think Mark brings that.

Lawrence asked for an overview of the IGA between the Colorado City Marshal Office and Hildale City Police. Mayor Allred said that there is a contract for Police services. Hildale pays them a certain amount and they have Officers licensed in both states. He suggested that we sit down with Mark Askerlund and see if he has any recommendations regarding the IGA. Mayor Jessop would like to make sure that Mr. Askerlund is allowed to run the police department without political interference.

Lawrence asked what Hildale's contribution to the new chiefs pay would be. Christian clarified that the policing IGA formula is a flat annual amount plus a percentage of the sales tax base, which is billed to us monthly from Colorado City. A short discussion about this took place.

Roger Carter addressed the board about the recruitment process.

Mark Askerland introduced himself. He has been in law enforcement for 33 years. He retired from there in 2006 as a lieutenant in special investigations. He got back into it in 2008 helping Cottonwood Heights build up their force. He retired from their police department last year.

Mr. Askerlund would like to get out in the community and meet and learn from the citizens themselves. He feels that the best thing he can do as the chief of police is to provide a level of Hildale City Council – **May 24, 2018**

police service that is unbiased and fair. He would like to immediately build relationships with the surrounding agencies so that they can be called on in our time of need.

JVar expressed excitement to Mr. Askerlund for wanting to be vested in the community. If after the three year contract expires Mr. Askerlund would like to stay, JVar would like to make that option available. Mr. Askerlund appreciated JVar's comments and explained why they decided on a three year contract, but that amount of time does not need to be set in stone.

Maha asked what Hildale can do to support him moving forward. Mr. Askerlund asks that we support him in making the tough decisions that will have to be made.

Jared really appreciates the fact that Mr. Askerlund built Cottonwood Heights up from ground level, because that is where we are right now. He knows that a lot can be done in three years, and reiterated that the contract can be open ended.

Mayor Jessop pushed really hard to keep our policing here instead of going to County. She is grateful for that and that we now get to move forward with this.

Jared Nicol moved to appoint Mark Askerlund as the Chief of Police for Hildale City.

Maha Layton seconded. Roll call vote:

	YES	NO	ABSTAIN
Lawrence Barlow	X		
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		

Motion carried.

With no other business, meeting was adjourned at 6:25 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 _____.

Vincen Barlow, City Recorder

Hildale City Council Meeting

320 East Newel Avenue, Hildale, Utah 84784

Wednesday June 6, 2018

Present:

Mayor: Donia Jessop

Council Members: Jared Nicol, Stacy Seay, JVar Dutson, Maha Layton, Lawrence Barlow

City Recorder: Vincen Barlow

City Manager: John Barlow

Staff: Leonard Black, Jim Peterson, Nathaniel Barlow, Susie Barlow, Officer Horsley, Officer Barlow, Chief Askerlund, Weston Barlow, Christian Kesselring, Roxanne Barlow, Mariah La Corti

Court Monitor: Roger Carter

Public: Joseph Allred, Joan Barlow, Arvin Black, Eric Velander, Jeff Barlow, Jennifer Barlow, Thomas Holm, Harvey Dockstader, Mary Lou Mabbitt (this list may be incomplete)

#1 Call to Order

Mayor Jessop called the meeting to order at 6:00 p.m. Roll was taken. Quorum present. Lawrence Barlow came at 6:17.

#2. Pledge of Allegiance

Jared led those in attendance in the pledge of allegiance.

#3. Approval of Minutes from 05/09/2018 and 05/16/2018

A few corrections were noted.

Maha Layton moved to approve the minutes of the 5/9/18 and 5/16/18 council meetings.

JVar Dutson seconded. Roll call vote:

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

Motion carried.

#4. Public Comment

None

#5. Department Reports

Public Works:

Dean Cooke provided a report in the packet. There was a public works meeting this morning.

JVar asked why we cannot get help from UDOT. Mayor Jessop explained that there is no more funding left for this year.

Building Department:

Andy was out of town on training.

Police Department:

Chief Askerlund presented. In May they processed 6 trespassing cases, 11 vandalisms, 22 hazardous calls, 32 traffic stops, 16 sexual assault cases 1/3 of which were recent. 2 arrests were made. There is concern on social media about animals being hurt in our community. There are two animals that have been shot in the last two days. There have been cases of animal cruelty that were found out about third party from an organization that rescues animals.

The new Officers are nearing the end of their training so that they can be dual certified. It is a slow process.

Another resurgence in the community is fraud and scam cases. They generally come over the phone and request money for various made up reasons. The police would like to conduct a seminar for the community and bring in experts that deal with these types of scams to educate the public.

JVar asked how Chief Askerlund's relationship with the Officers has been. He said that there is a good department in place with good personnel; we just need to move it forward. When the new Officers get dual certified, it will take a lot of overtime away.

Maha asked if he has had a chance to assess his equipment and if they have everything they need. There have been two new necessary vehicles ordered. A few little things could be helpful, such as re-branding the vehicles to make them uniform. The new police station will be a considerable expense to the community.

Jared informed Chief Askerlund that it has been nice to see he and the Officers out and about. Chief Askerlund feels that is part of how you build the relationship.

Planning and Zoning:

Jim Peterson presented. He provided a handout to the packet containing a proposed Short Creek Zoning Map and Ordinance. He got the message that it needs more understandable regulations and detail. There are 20 or 30 people that have contributed to it. He has heard about some land use things in the community, but nothing has been brought up to him to bring before the council.

Utility Department:

Weston Barlow presented. The Utility Board met on May 29, 2018 and the minutes of such were provided in the packet. He went over the action items. He informed the council that when they were flushing the Academy Well, a teenager turned the valve off during the night, which led to the pump overheating. A trade has been coordinated with Spring Ranch for a new pump. The vac truck has been very useful, they are grateful for it.

Jared asked about the meeting on the 12th. Weston informed him it is a public work session, followed by a public hearing for the budget. Jared asked for an update on David Boshard.

Weston informed him that David Boshard resigned effective immediately. The opening for his position has been posted.

UEP:

Jeff Barlow presented. Cottonwood Park is getting in order for the 4th of July. Playgrounds were installed today. He wanted to make sure that the Officers were aware that their presence there is welcome and wanted.

At the last UEP Board meeting the topic of community beautification came up. They have decided to start on the Hildale side with the 100 homes that they still have deeds for. They will give people 30 days to remove fences that are out of compliance and clean-up, if they do not do it, the UEP will step in and do so along with painting the exterior of all houses, finished or unfinished. The UEP has authorized \$3,000.00 per house, to be added onto the cost of the current agreement. He invited anybody with a problem or concerns to attend their public meetings which are held the first Saturday of each month at 1:00 p.m.

JVar has had at least 5 phone calls in the last week about the gentleman with the car lot on Utah Ave. Jeff indicated that it would be easier for the trust to resolve the issue because of Hildale City's lack of a current Zoning Ordinance. Jeff will take action on this and report back the next meeting.

At the last Board meeting they authorized some improvements at the Johnson Park (not official name). The Board directed him to work out the deed issue, remove the concrete basements, and put in a grass area with sidewalks and a picnic table. In the future there might be a splash pad and playground equipment.

Maha asked him to express gratitude to the Board for their dedication to the community.

Community Outreach Department:

Roxanne Barlow presented. We are halfway through the softball/t-ball league and it has been very successful. The Farmer's Market has 11 interested vendors, and they anticipate more growth. When the Johnson Park is finished they would like to relocate there. They are working on putting more youth programs together.

City Management Report:

John Barlow presented. CIB Bond closure went smooth. Engineering for Utah Avenue SRTS project is started. Jobs for Accounts Payable Clerk and Utility Business Manager are posted on-line; he encouraged everybody to spread the word. We will review a closing date for these

positions at the next council meeting. Roger Carter invited John and Vance out to lunch to meet all of the other City Managers in Washington County. John has been putting a lot of time into the budget to put the modifications that were requested.

Jared asked if a meeting could be scheduled with Chief Barlow to discuss volunteer recruiting. A meeting will be scheduled. Chief Barlow asked John to let the council know that he wished he could be here, but he cannot because of the EMT class he is teaching. Lawrence asked Mayor Jessop if she had made acquaintance with the Hildale City Fire Chief. This needs to be addressed.

Parks:

Nathaniel Barlow presented. There has been a lot of people getting water in the last month. He has put in drains so that they are not standing in water and it has helped a lot. There has been two instances of vandalism within the last two weeks. The police department has done investigation on each of these. He has had to adjust the watering to keep the grass looking nice. We need different bases for the softball field. He has encountered a number of lost individuals searching for the Water Canyon trail. Office Barlow said he has encountered a number of the same. We need a sign pointing individuals in the right direction. Mayor Jessop thanked him for his efforts.

#6. Discussion on 4th of July Fireworks

Jvar invited Tom Holm to present. Tom addressed the council, he has a high explosives license. He has full authority to buy, transport, and store explosives. This is why he volunteered to get the fireworks back in 2012 and he has been doing it ever since. He would like to pass the torch off to the Fire Department and work with the city to make that happen. Each year he has requested Fire Department involvement and been laughed off. The Fire Department refused to be involved. Many people in the community have donated very generously. Last year donations came close to \$10,000.00 for the 4th of July and New Year's. He has been able to acquire a pretty good amount of fireworks from the supplier, to be able to put on shows rivaling larger towns. This year with the changes happening in Hildale City, he is asking for help. They require a 1 million dollar general liability insurance and Tom would like to get out from under that.

Jvar checked with Hurricane and Kanab and the fireworks are ran by their Fire Department.

The Budget that is being prepared now is for 2019. In order to provide benefits to city employees we will have to reach into funds that were set aside for capital improvements. The same thing would have to happen for an event like this. John gave his opinion that approx 1/3 of all the residents in this valley live in Hildale and we get about 1/3 of the tax, therefore if Hildale City were to make a contribution it should be approximately 1/3. Colorado City council has not been approached, but they feel it is pointless.

City budgets prohibit spur of the moment spending such as this. For this year we may have to do research, and try for next year.

Tom is placing the order for the fireworks on Monday in order to get them here by the 4th. Maha wanted to clarify that no matter what happens, Hildale is supportive.

#7. Approval of Minutes and Ratification of Action Items from 04/24/2018 Utility Board Meeting

JVar Dutson moved to approve the minutes and ratify the action items from the 04/24/2018 Utility Board Meeting.

Maha Layton seconded. Roll call vote:

	YES	NO	ABSTAIN
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#8. Consideration and Possible Action on Appointment of Hildale/Colorado City Utility Board Member

Mayor Jessop has asked Stacy Seay to take on this responsibility and she agreed.

Lawrence Barlow moved to appoint Stacy Seay as a Hildale representative for the Utility Board

Maha Layton seconded. Roll call vote:

	YES	NO	ABSTAIN
Stacy Seay			X
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#9. Consideration and Possible Action on Awarding CIB Project Bid

Mayor Jessop presented. There were three bids submitted, JNJ, Interstate Rock, and Feller Enterprises. Feller Enterprises came in the lowest at \$482,911.00 for bid projects #1 and #2 (Carling and Canyon, respectively street detention ponds).

John, Vincen and Mayor Jessop just got back from Salt Lake City yesterday where they closed on the bonds. Now that we have the funds available we can award the bid. We will hold off on awarding project #3 to see how the project develops (if funds will be available).

Maha asked for a breakdown on what was a grant and what was a loan. Of the 750,000 only \$350,000 was a grant and will not need paid back. Debt service per year is approx. \$30,000.00 including interest.

JVar wanted it on the record that he is against awarding #3 and wants it reevaluated.

There was discussion on how the project will be engineered. John would like to apply for another SRTS for a walkway on a corner where a child has already lost their life.

Jared Nicol moved to award the bid and authorize the Mayor to sign the contract labeled Hildale City-Flood Control Project, the agreement between Hildale City and Feller Enterprises, LLC and the Notice to Proceed.

Maha Layton seconded. Roll call vote:

	YES	NO	ABSTAIN
Stacy Seay	X		
JVar Dutson			X
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#10. Consideration and Possible Action on Appointing Deputy Recorder

Mayor Jessop presented. Mariah has taken on many of the responsibilities of the Deputy Recorder. Therefore, in the interest of the City, she needs to get certified as a recorder. In order to do that, there has to be a motion by the city council to appoint her into the position of a Deputy Recorder. She can then work towards getting her certification. With the appointment she will be able to sign as the Deputy Recorder if the City Recorder is not available.

Lawrence Barlow moved to appoint Mariah La Corti as Hildale City Deputy Recorder.

JVar Dutson seconded. Roll call vote:

	YES	NO	ABSTAIN
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#11. Consideration and Possible Action to Pay Bills and Approve Check Register

John Barlow presented. He went over the check register in detail with the council and answered their questions. There was discussion on the Fire Department IGA and buildings. Weston answered a few utility related questions.

**Lawrence Barlow moved to approve paying the bills as funds become available and approve the check register as presented.
Maha Layton seconded. Roll call vote:**

	YES	NO	ABSTAIN
Stacy Seay	X		
JVar Dutson		X	
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#12. Consideration and Approval of Public Entity Resolution

Mayor Jessop presented. The State of Utah is requiring an update on who has access to the cities PTIF Fund. In order to be in compliance, they are requiring each entity to submit a city council approved resolution from outlining those authorized to have access to the fund.

John explained what the PTIF fund is.

**JVar Dutson moved to approve the public entity resolution as written.
Maha Layton seconded. Roll call vote:**

	YES	NO	ABSTAIN
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#13. Discussion on Employee Hospital Benefits Program

JVar asked Mayor Allred to give any updates they have. Mayor Allred addressed the board. They have quotes and are fairly certain on the way they want to go with it. At this point they are thinking of the town covering the employee, and if the employee wants their family covered they will have to pay for that. They are thinking it will be around \$25,000.00 a month. It should be on the Colorado City agenda next Monday, after they have made a decision, Hildale will address it. Vance and John have worked closely to make sure that Hildale is budgeting for the anticipated cost amount.

#14. Discussion on Insurance

JVar wanted discussion on general liability insurance. According to the prioritization schedule, John would begin working on this in July after taking care of the other matters.

Lawrence asked if the staff would like assistance from the council, John invited any help. Colorado City was able to secure insurance from Lockton Insurance (name may be incorrect) and Vance has provided us their information. Mayor Allred thinks we may be able to get insurance through them.

#15. Discussion and Possible Action on Expanding Roles and Responsibilities of IT Department

This item was tabled.

#16. Discussion and Possible Action on Date for Swearing-In Ceremony for Chief Askerlund

Mayor Jessop presented. After discussion, Chief Askerlund said that next Wednesday, June 13, 2018 at 5pm is good for him.

Maha Layton moved to post the notice of a swearing-in ceremony for Chief Askerlund on June 13, 2018 at 5pm.

Stacy Seay seconded. Roll call vote:

	YES	NO	ABSTAIN
Stacy Seay	X		
JVar Dutson	X		
Maha Layton	X		
Jared Nicol	X		
Lawrence Barlow	X		

Motion carried.

#17. Closed Executive Session

Not needed. Christian will put a report together for the council members outlining where we are at on everything.

#18. Discussion of Pending or Contemplated Litigation, Claims and Demands

Not needed.

With no other business, meeting was adjourned at 8:13 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 _____.

Vincen Barlow, City Recorder

Hildale City Council Meeting

320 East Newel Avenue, Hildale, Utah 84784

Wednesday June 13, 2018

Present:

Mayor: Donia Jessop

Council Members: Stacy Seay, JVar Dutson, Jared Nicol, Maha Layton, Lawrence Barlow

City Recorder: Vincen Barlow

City Manager: John Barlow

Staff: Christian Kesselring, Weston Barlow, Ralph Johnson Jr, Officer Cox, Officer Barlow, Mariah La Corti

Public: Joan Barlow

#1 Call to Order

The meeting was called to order at 6:00 p.m.. Roll was taken. Quorum present.

#2 Pledge of Allegiance

Jared led the Pledge of Allegiance

#3 Declarations of Abstentions & Conflicts

None

#4 Public Comment

None

#5 Budget Work Session

Mayor Jessop asked John Barlow to present. John presented the budget to the council and explained each change made.

This year specifically there will likely be more budget hearings throughout the year. John sat down with each Department Head and asked them what they would like to budget for, and reflected that in the budget. This budget does not mean that we cannot research a grant, if a grant is received, we can do a budget session and adjust the budget. The Police Department will be seeking grants for remodeling.

Professional & technical ideas will be presented to the council regarding software to track assets. If it is decided that it is a good idea, there will be a space for it.

Police Department: Hildale's portion of the Policing expenses may increase, the budget is increased to reflect an increased amount on the chance that the Council decides to increase our contribution. Chief Askerlund put together a budget and provided it to the City Managers, they split that amount up based off of the number of calls for each side.

Mayor Allred addressed the Board regarding the Police building and maintenance agreement with Hildale.

Public works increased because of the creation of new positions and salary increases.

Benefits were budgeted at \$500.00 per employee in each department.

The extra amount put into public works and police came from the appropriation from capital projects fund.

John gave the Board a brief review of the happenings at the Utility Board meeting from June 12, 2018. JVar asked for a report on what Hildale administration offers the Utility Department before the hearing to approve the budget.

JVar asked why John is projecting more revenue this year. John explained that there are quite a few ideas for the coming year. If they never happen, that is fine, we just have to have it in the budget for if we get the money. We just have to make sure we are not spending more than we are getting.

Lawrence asked to be enlightened on what impact, if any, the budget has on bonding or insurance. John will need to look it up and do more research. Lawrence is concerned that an overinflated budget may affect grants.

Mayor Allred asked for clarification on zoning and subdivision fees line item. He informed the council that John administratively made the decision that Hildale City will no longer be paying half of Jim Petersons pay as he will no longer be used for planning and zoning. John did a cost/benefit analysis and determined that what we are getting is not what we were paying for. There is a community development agreement contract that outlines the percentage each side pays. Hildale is not trying to change the agreement, just trying to make a personnel change. Mayor Allred clarified that Colorado City does not have a problem with the decision.

Mayor Allred has had a conversation with Jim Peterson and he will be working with Colorado City a few days a week and that will be the extent of his work, he will not work for Hildale. Colorado City will not be billing Hildale because of the mutual agreement.

Mayor Allred warned the council that Jim did have projects in the works that will not proceed if his duties are not filled. Jared stated that he would like more representation on the Planning Commission.

Before the final budget John will provide the council a graph as a visual to better show the big changes to the budget. John explained a few line item adjustments that may be made.

Hildale will have to start thinking about how to operationally get back to the baseline and figure out how to repay the monies used this year.

Maha met with Roger Carter and he mentioned a grant for Development and Planning from Five County and she wanted to be involved in any meetings related to it. The council agreed that general plan needs to be reprioritized.

Maha asked if Hildale is involved in Twin City Water Works/UEP lawsuit over the ownership of the water assets in the community. Christian explained that there is a memorandum of understanding between the two, but Hildale is not necessary involved at this time.

Maha would appreciate an IGA training with both cities involved. John offered to put together a work session.

Councilman Barlow requested a change of time for the meetings; it will be put on the agenda.

Maha would like to put together a meeting with each Department for a tour of the facility, to find out what is going on in each Department. All councilmembers agreed that this is a good idea and would like to do so individually or in pairs of two.

#6 Discussion and Possible Action on Expanding Roles and Responsibilities of I.T. Department

John presented. He referred to the prioritization plan and cyber security and updating the website are high up on the list. He provided the council with a memorandum informing the council of the current state of the IT Department. Leonard Black is not interested in a full-time position with the City due to personal reasons, his business is expanding and he just does not have the time. Hildale has I.T. risks, security risks, and no contingency plan. Stacy asked about backing up the servers. IT is currently being done only possibly semi-annually.

He proposed that we expand the I.T. position to include the business licenses and hire someone to do more than I.T. Or, the second option is to keep doing what we are doing; it is operational but not ideal.

JVar informed John that he has spoken with a few much larger cities with much larger budgets and they only have part-time or on-call I.T. support. He cannot see where we have it in the budget to hire someone for a full-time position. Maha requested an explanation as to how this affects the budget. John explained that it does not, it is already budgeted for when combining I.T. pay and the salary previously paid to Heber White. In comparison to last year's budget, we are not adding positions, the total number of employees is not going up, we are simply clarifying roles and responsibilities.

Mariah and Vincen were both asked their opinions on the position, and they feel the I.T. person would be well utilized. It would allow them more time to focus on their duties rather than trying to figure out I.T. stuff.

Lawrence has observed over the years that without network security there is no limit to liability. Network maintenance requires ongoing involvement. He feels that it is a big deal restructuring the roles, duties and responsibilities.

Jared pointed out that Leonard was not being used to his full capacity. He was being used for limited I.T. basics. John explained that the previous administration had different priorities and that by the time he took this position, Leonard had requested either a raise or to go to a contract basis. Mayor Allred explained that Colorado City uses Leonard on-call as needed, at the rate of around \$37 per hour. The Town of Colorado City feels comfortable with their agreement with him.

Lawrence asked about this positions working relationship with Colorado City. Mayor Allred declared that Colorado City management has issues with Brian Meldrum having access to their I.T. property.

JVar asked if anybody has talked to Leonard. John has spoken with him extensively and he has read the memos and approves of the decision. Maha and Mayor Allred both discussed conversation that they have had with Leonard and his desire to get away from doing I.T. for the City. He started his own business and is ready to move on. He is invested and cares, but is ready for something different. However, he did not want to leave the cities without I.T. Leonard is willing and capable of doing everything. The difference is the cost for such.

Jared expressed frustration in not understanding why there was an emergency hire, and why we were not utilizing Leonard to his full capacity. John compared having a full-time I.T. individual to having insurance. You pay for it and don't know the benefit of it until you need it. The risks that exist now existed in January, but, they were not made a priority by the previous administration. Stacy stated that she thinks security is very important. Systems need to be protected and up-to-date. If it is already in the budget she would like to have somebody full time. Maha is also in full support of this decision. Council members went back and forth for quite some time.

Lawrence Barlow moved to expand the roles and responsibilities of the I.T. Department to include licensing & regulations and grants & funding resources. Stacy Seay seconded. Roll call vote:

	YES	NO	ABSTAIN
Lawrence Barlow	X		
Stacy Seay	X		
JVar Dutson		X	
Maha Layton	X		
Jared Nicol		X	

Motion carried.

7. Consideration to do a Special Hire of I.T. Person

This item was tabled. The position will be posted and stay open for 7 days. Leonard will be invited to apply and come address the council.

Lawrence highly recommended that a discussion be had with Colorado City due to the nature of the infrastructure.

With no other business, meeting was adjourned at 8:02 P.M.

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Minutes were approved at the City Council Meeting on _____.

Vincen Barlow, City Recorder