



**DELTA CITY COUNCIL  
REGULAR CITY COUNCIL MEETING**

Thursday, October 05, 2017  
Delta City Municipal Complex Council Chambers  
76 North 200 West  
Delta, Utah 84624-9440

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**PRESENT**

- Gayle K. Bunker, Mayor
- Robert W. Banks, Council Member
- Kiley J. Chase, Council Member
- J. Travis Keel, Council Member
- John W. Niles, Council Member
- Betty Jo Western, Council Member

**ADDITIONALLY PRESENT**

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| Gregory J. Schafer, Admin. Officer/Recorder  | 18 Barbara J. Clark, Chronicle-Progress, LLC |
| Todd F. Anderson, City Attorney              | 19 Kami Schena, Delta Citizen                |
| Dent R. Kirkland, Public Works Director      | 20 James D. Edwards, Delta Citizen           |
| Travis L. Stanworth, Asst. Public Works Dir. | 21 Mitchell V. Myers, Delta Citizen          |
| Randy C. Morris, Parks Maint. Supervisor     | 22 Christian Judd                            |
| Lynn B. Ashby, Fire Chief                    |  |

Mayor Bunker called the meeting to order at 7:00 p.m. He stated that notice of the time, place, and the agenda of the meeting had been posted at the City Municipal Complex, on the Utah Public Notice website, the Delta City website and had been provided to the Millard County Chronicle-Progress and to each member of the City Council at least two days prior to the meeting. Mayor Bunker conducted roll call. Council Member Keel offered the opening remarks. Mayor Bunker led those in attendance in the Pledge of Allegiance.

**MINUTES**

The minutes of the Regular City Council Meeting held September 21, 2017 were presented for approval. The minutes of the meeting were first reviewed without correction. It was then noted that the meeting date of the minutes was dated September 27 rather than September 21, 2017 which was the correct date. Council Member Chase MOVED to amend the date to September 21, 2017. The motion was SECONDED by Council Member Banks. Mayor Bunker asked if there were any questions or comments regarding the motion. There being none, he called for a vote. The motion passed with Council member Banks, Council Member Chase, Council Member Keel, Council Member Niles, and Council Member Western in favor.

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43 Council Member Chase MOVED to adopt the minutes of the Regular City Council Meeting held  
44 September 21, 2017. The motion was SECONDED by Council Member Banks. Mayor Bunker asked  
45 if there were any questions or comments regarding the motion. There being none, he called for  
46 a vote. The motion passed with Council member Banks, Council Member Chase, Council Member  
47 Keel, Council Member Niles, and Council Member Western in favor.

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49 **ACCOUNTS PAYABLE**

50 The Council reviewed the accounts payable, payroll and electronic transactions for the period  
51 ending October 5, 2017 in the amount of \$242,767.22. Council Member Banks MOVED to  
52 approve the payments disbursed dated October 5, 2017 in the amount of \$242,767.22. The  
53 motion was SECONDED by Council Member Niles. Mayor Bunker asked if there were any  
54 questions or comments regarding the motion. There being none, he called for a vote. The motion  
55 passed with Council Member Banks, Council member Chase, Council Member Keel, Council  
56 Member Niles, and Council Member Western in favor.

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58 **PUBLIC COMMENT PERIOD**

59 There were no public comments offered.

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61 **BUSINESS**

62 **Support Homeless Shelter**

63 Delta resident Mitchell Myers addressed the Council with his thoughts and considerations  
64 regarding what he and others perceive as an unseen but present need for a shelter for those who  
65 are homeless in our area. Kami Schena and James Edwards both briefly addressed the Council in  
66 support of the topic Mr. Myers brought forth for discussion. Members of the Council and Mayor  
67 Bunker noted that there was merit for consideration present, but noted that there would have  
68 to be a significant amount of inter-local cooperation between our City, Millard County, the  
69 community and likely other entities to provide for an undertaking of this nature to be viable and  
70 successful.

71  
72 **Further Discussion Concerning City Property on 50 N between 100 W and 50 W**

73 Mayor Bunker stated that at the last meeting of the Council it remained undecided if the City  
74 Council was favorable or not to selling the City property that lies beneath the former Deseret  
75 Industries building just north of the Fire Station and across the street from the City Park. Mayor  
76 Bunker offered his opinion that the cost and effort taken to cause for that structure to meet  
77 existing building codes would likely be costlier than any proposed purchaser of that property  
78 might anticipate. He is very concerned about a party beginning the work of renovation and  
79 abandoning the project part-way through because of monetary restrictions or some other  
80 inhibitor. Council Member Chase asked the party currently interested in buying the property,  
81 Christian Judd, if he had put forth any effort in determining what kind of renovation cost he might  
82 incur, costs to have an engineer determine the viability of the structure as it exists, etc. Mr. Chase  
83 stated that whether it be Mr. Judd or another party, improving the property and finding a

84 beneficial use for it would be good for our community. Council Member Niles held the concern  
85 that he is not sure if the City should decide to sell the property beneath that building now given  
86 the City has an outstanding offer upon the property too. The discussion shifted back to some of  
87 the thoughts Mr. Judd previously stated to the Council as he again noted his desire to run his  
88 academic book business from that location, reside in it also, what he would remove from the  
89 property that he did not find of use were he to acquire it, etc. He sought a price from the Council  
90 so that he could speak to the financial institutions he proposed to use to buy the property, and  
91 felt he needed to know what that figure would be before he could expend funds on an engineer's  
92 services to study the structural integrity and similar matters. The Council did not feel they could  
93 or would offer a price given a determination has not been made about selling the property or  
94 not. Regardless, Council Member Chase suggested, while it would be entirely of his own accord,  
95 that perhaps Mr. Judd should have the necessary inspections made so that Mr. Judd can  
96 determine for himself if he seriously wants to pursue this interest in the LDS Church property and  
97 the matter that it sits partially on City property is another matter in and of itself. City Attorney  
98 Anderson also made the point, that from his preliminary research, the part of the City  
99 property beneath the building might be a dedicated City road. If that were proven to be the case,  
100 it would require the roadway to be vacated and the title to said might have to be reverted to the  
101 party who dedicated it too. Council Member Banks suggested that perhaps Mr. Judd would be  
102 within his right to make a purchase proposal to the LDS Church contingent upon the resolution  
103 of the City property issue and whether the City would ultimately decide to sell it to Mr. Judd if  
104 that is a possibility. Attorney Anderson said that he will need to further research this matter and  
105 the legality and necessary maneuvers the City would have to take if they favored a sale of the  
106 property. Council Member Keel concurred and asked Attorney Anderson to bring back his  
107 findings to the Council at their next meeting. The Council then agreed to discuss the matter  
108 further when more facts are known.

109

#### 110 **Proposed Personnel Policies and Procedures Manual Progression Review**

111 City Recorder Schafer noted the memorandum he provided the Council and further inquired if  
112 the members had an opportunity to review the topics proposed for discussion that evening. He  
113 offered to the Council that the policies and procedures section was moving forward with revisions  
114 and corrections to match current practices to be retained, and that input from personnel, fellow  
115 department heads, Attorney Anderson, Mayor Bunker and the Council was very beneficial. He  
116 noted that the job descriptions were currently being reviewed by the employees in those  
117 positions and by the department heads. Mr. Schafer then suggested that the next section of  
118 project focus that would require significant feedback would be the wage and salary information  
119 component of the manual. Questions that he asked of the Council at this meeting were to seek  
120 direction on how to better define what constitutes a "part-time employee," and was further  
121 suggested to define "permanent part-time" and "seasonal (or temporary) part-time" and their  
122 eligibility for benefits, number of hours worked, etc. Attorney Anderson provided additional  
123 feedback as a resource on this item. The Council confirmed their desire to implement an  
124 employee evaluation program with this policy implementation. There was discussion held about  
125 the merit and benefit, including the morale of our personnel on the topic of having service and  
126 safety awards and perhaps a wellness program. Council Members Keel and Chase both offered

127 their commentary how such programs would be worthwhile and beneficial in the City's  
128 workplace environment. Council indicated that they had not had ample opportunity to provide  
129 answers to proposed policy questions asked of them at the time, and it was ultimately  
130 determined that in lieu of the regular City Council meeting being held October 19, 2017, that on  
131 October 26, 2017, the Council would hold a policy work session commencing at 5:00 p.m. The  
132 Council directed Mr. Schafer to find some sample employee evaluation programs, salary step and  
133 grade or graduated scale samples and any other related documents from other municipalities if  
134 possible to aid the Council in determining what type of compensation program wanted for  
135 inclusion in this proposed policy manual.

136

137 **Discuss the Status of the Christmas Lighted Parade**

138 Recorder Schafer stated that at the request of Mayor Bunker, he had addressed his fellow board members  
139 at the October Delta Area Chamber of Commerce (DACC) Board of Directors meeting on October 4, 2017  
140 about the City's concerns about what was up until last year a long-standing tradition for many years prior  
141 of having "Lighted Christmas Parade" on the Saturday following the Thanksgiving holiday that commenced  
142 at 400 West Main Street and proceeded to the Millard County Fairgrounds Exhibit building with a  
143 Christmas program to follow. The DACC Board was supportive of trying to determine whether this was an  
144 endeavor for the enjoyment of the community that is worth the effort of trying to continue with it or not.  
145 The Chamber staff was asked to cooperate with Mr. Schafer and send an electronic communication to all  
146 member businesses to gauge their commitment level. The Board discussed that given this event falls  
147 within what is deemed by many businesses to be their very best retail sales weekend of the year, that  
148 their interests may lie closer to the economic success of their business ventures than committing time to  
149 constructing and participating in a parade to entertain the community. The Chamber message requested  
150 responses be made to the City by October 18, 2017. The Council was advised that the Lighted Parade was  
151 noted in our monthly newsletter that accompanies the mailing of our utility service bills, that a survey was  
152 available for input through the City's Facebook page, is noted on our City website, etc. It was agreed that  
153 feedback would be shared with the Council when received from the business community and area  
154 residents.

155

156 **Public Works Activities**

157 Public Works Director Kirkland stated that in the interim time since the last Council meeting the  
158 Public Works Department had installed some additional sewer pipe as authorized by the Council  
159 on September 21, 2017. Personnel had also begun the process of preparing for the onset of the  
160 winter months in the City Park and at other City facilities and locations. Mr. Kirkland apprised the  
161 Council that earlier that day Mayor Bunker had attended another meeting of the Permanent  
162 Community Impact Fund Board (PCIFB) wherein their board was agreeable to changing their  
163 proposed loan and grant package back to the initial funding sought by the City; that being two  
164 \$30,000.00 grants, which will be matched by capital reserve funds of our Sewer Fund to work  
165 with our engineering firm in creating a Sewer System Master Plan and to line certain portions of  
166 collapsed, decayed or otherwise degraded sections of existing sewer lines along Delta's Main  
167 Street. Director Kirkland also updated the Council about the repair work that was undertaken to  
168 repair 300 South Street on the southeast side of the intersection where some time ago a semi-  
169 trailer used for hauling milk products tipped over because of its weight and damaging the  
170 shoulder of the roadway. City Attorney Anderson noted that a settlement had been reached with

171 the insurance company of the involved party and that the City should receive the restitution for  
172 the harm to the City property in the very near future.

173

174 **Other Business**

175 Mayor Bunker stated that he had contacted Tim J. Shefchick, Vice President of Development for  
176 BriMark Builders, LLC and indicated to him that it was the decision of the Council to not currently  
177 proceed with the consideration of conducting a motel/hotel feasibility study now. Mr. Shefchick  
178 told Mayor Bunker that he would check back later to see if the City's position had changed.

179

180 Mayor Bunker informed the Council that when he attended his monthly Executive Board Meeting  
181 of the Six County Association of Governments (SCAOG) in Ephraim, he was provided the  
182 opportunity to tour the campus of Snow College. He shared with the Council that he thought it  
183 was an impressive campus and appeared to be a very beneficial environment for higher  
184 education.

185

186 Recorder Schafer stated to the Council that it had been a desire for a time to have photographs  
187 taken of the City Council, and wondered if there remained any interest in this matter. He  
188 indicated that pictures would be desirable for historical purposes and to have photographs for  
189 use on the City website, display in the City building and such. The Council felt that it would be  
190 nice to have a photographer take pictures in the pre-sunset time prior to the beginning of the  
191 work session scheduled for Thursday evening, October 26, 2017. City personnel would arrange  
192 for this project.

193

194 Recorder Schafer inquired of the Council members their position on whether the City could  
195 discontinue its practice of billing itself for water usage, which requires administrative time to  
196 generate the bills, write the City a check to itself and then to cash its own check and to process  
197 the receipt of the payments when all our own water usage is metered and recorded like any other  
198 water connection to the City system. Discussion was held about whether this practice was  
199 necessary to seek and receive grant or loan monies through entities such as the Utah Department  
200 of Environmental Quality Drinking Water Board, etc. The Council agreed for Public Works Director  
201 Kirkland and Mr. Schafer to work together to garner answers to these questions, and to also  
202 confer with our auditor Mr. Holt and return this matter for discussion and/or approval later.

203

204 Mayor Bunker stated that Ronda Williams, representing the Hinckley chapter of the Lion's Club,  
205 had been in contact with him for a brief discussion about their annual demolition derby that has  
206 been held prior to the City's fireworks program each year for some time within the Millard County  
207 Fairground facilities. She questioned Mayor Bunker about his thoughts about the continuation of  
208 holding their derby in conjunction with our annual Independence Day activities or if it might be  
209 better held on a weekend date, for example, given that for the next few years this annual holiday  
210 falls within the week rather than the weekend.

211

212 Mayor Bunker asked if there were any comments, questions, or other items to be discussed,  
213 there were none. Council Member Western MOVED to adjourn the City Council meeting. The

214 motion was SECONDED by Council Member Keel. Mayor Bunker asked if there were any  
215 questions or comments regarding the motion. There being none, he called for a vote. The motion  
216 passed with Council Member Banks, Council Member Chase, Council Member Keel, Council  
217 Member Niles, and Council Member Western in favor.

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219 The meeting was adjourned at 8:50 p.m.

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GAYLE K. BUNKER  
MAYOR

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GREGORY J. SCHAFER, MMC  
ADMINISTRATIVE OFFICER/RECORDER

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222

223 **MINUTES APPROVED: MM/DD/2017**

Unapproved