



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

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

Gregory J. Schafer, Admin. Officer/Recorder	Barbara J. Clark, Chronicle-Progress, LLC
Todd F. Anderson, City Attorney	Kami Schena, Delta Citizen
Dent R. Kirkland, Public Works Director	James D. Edwards, Delta Citizen
Travis L. Stanworth, Asst. Public Works Dir.	Mitchell V. Myers, Delta Citizen
Randy C. Morris, Parks Maint. Supervisor	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.

Council Member Chase MOVED to adopt the minutes of the Regular City Council Meeting held 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.

ACCOUNTS PAYABLE

The Council reviewed the accounts payable, payroll and electronic transactions for the period ending October 5, 2017 in the amount of \$242,767.22. Council Member Banks MOVED to approve the payments disbursed dated October 5, 2017 in the amount of \$242,767.22. The motion was SECONDED by Council Member Niles. 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.

PUBLIC COMMENT PERIOD

There were no public comments offered.

BUSINESS

Support Homeless Shelter

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

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

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

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

Proposed Personnel Policies and Procedures Manual Progression Review

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

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

Discuss the Status of the Christmas Lighted Parade

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

Public Works Activities

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

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

Other Business

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

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

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

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

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

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

motion was SECONDED by Council Member Keel. 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.

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



GAYLE K. BUNKER
MAYOR

GREGORY J. SCHAFER, MMC
ADMINISTRATIVE OFFICER/RECORDER

MINUTES APPROVED: MM/DD/2017