



**DELTA CITY COUNCIL**  
**REGULAR CITY COUNCIL MEETING**

Wednesday, December 5, 2018  
Delta City Municipal Complex Council Chambers  
76 North 200 West  
Delta, Utah 84624-9440

PRESENT

John W. Niles, Mayor  
Robert W. Banks, Council Member  
Brett C. Bunker, Council Member  
Kiley J. Chase, Council Member

Nicholas W. Killpack, Council Member  
Betty Jo Western, Council Member

OTHERS PRESENT

Lora A. Fitch, Deputy Recorder  
Todd F. Anderson, City Attorney  
Dent R. Kirkland, Public Works Director  
Travis L. Stanworth, Asst. Public Works  
Director  
Justin B. Ashby, Field Supervisor  
Bridgette D. King, Administrative Assistant  
Jody T. Anderson, City Treasurer

Rebecca Peterson, Parks Maintenance Asst.  
Lynn Ashby, Fire Chief  
Deborah B. Greathouse, Head Librarian  
Sam Jacobson, Chronicle-Progress, LLC  
Zach Leavitt, Six County AOG  
Katherine Morrell, Economic Development  
Corporation of Utah  
Sue Peterson, Delta Citizen

Mayor Niles 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 Delta City website, on the Utah Public Notice website, had been provided to the Millard County Chronicle-Progress, LLC and to each member of the City Council at least two days prior to the meeting. Mayor Niles conducted roll call. Council Member Western offered the opening remarks and then Mayor Niles led those in attendance in the Pledge of Allegiance.

**MINUTES**

The minutes of the Regular City Council Meeting held November 7, 2018 were presented for approval. Council Member Chase MOVED to adopt the minutes of the Regular City Council Meeting held November 7, 2018 as presented. The motion was SECONDED by Council Member Western. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack and Council Member Western in favor.

### **ACCOUNTS PAYABLE**

The Council reviewed the accounts payable, payroll and electronic transactions for the period ending December 5, 2018 in the amount of \$166,122.11. Council Member Killpack MOVED to approve the payments disbursed dated December 5, 2018 in the amount of \$166,122.11. The motion was SECONDED by Council Member Bunker. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack, and Council Member Western in favor.

### **PUBLIC COMMENT PERIOD**

There was no public comment.

### **BUSINESS**

#### **Additional Planning Resources from Six County AOG**

Zach Leavitt, the Regional Planner from Six County AOG came before the Council to introduce himself and explain that he is a planner, along with Travis Keel, to assist communities in general plan updates, capital asset inventories, and capital improvement plans. Mr. Leavitt asked the Council if they were still interested in a general plan update. Council Members indicated that they are. Mr. Leavitt reviewed the four main options for updating a general plan: hire a consultant, write it yourself, getting university assistance, or hire it out to a general contractor. Mr. Leavitt provided the Council with a general outline of how updating a general plan works. Council Member Killpack asked Mr. Leavitt about university assistance and how different it would be from that of a consultant. Mr. Leavitt explained that the university assistance might be a little easier to understand and less complex, but it is still good quality. Mr. Leavitt explained that once the Council decides which option they would like to pursue, they would direct the Planning and Zoning Commission to begin the process, and Dr. Clay would be able to guide the assistance from there. The Mayor and Council thanked Mr. Leavitt for his time.

#### **Approve General Plan Consultant**

Public Works Director Kirkland came before the Council to recommend that they consider hiring Brigham Young University and Dr. Michael Clay to do the general plan. Mr. Kirkland explained that Six County had recommended BYU and Dr. Clay as an option when they had discussed working on a general plan. Mr. Kirkland explained that he had contacted Mona and Manti and they had both had great reviews for BYU and Dr. Clay's work on general plans. Mr. Kirkland further explained that Dr. Clay would like to start in January if the Council approves. The price for the general plan from BYU and Dr. Clay should be \$15,000 dollars and Six Counties had estimated that a general plan through a consultant would cost around \$45,000 dollars. Mr. Kirkland explained that the City had originally planned to go to the CIB (Community Impact Board) to try to get half of the funding. It would not be necessary to do so if the City were to use BYU, but the

City could still seek out half of the funding. City Attorney Anderson stated that after discussing the issue with Public Works Director Kirkland, this would meet the requirements of the Delta City Purchasing Policy regarding professional services.

Council Member Banks MOVED to approve the BYU team as the general plan consultants. The motion was SECONDED by Council Member Western. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack, and Council Member Western in favor.

#### **Economic Development Corporation of Utah Membership**

Council Member Killpack explained that Economic Development Corporation of Utah (EDCUtah) is an outfit that gets a community prepared to contact and encourage a company to move into their community. Council Member Killpack stated that he thought it would help Delta City to bring in more employers and jobs to the area. Katherine Morrell reviewed the services that EDCUtah provides and how it assists communities with property improvement and project management, community preparedness, development ready communities, commuting patterns, planning, and marketing materials. Ms. Morrell explained that membership with EDCUtah is based on the size of the community and Delta would be considered a small community and would cost approximately \$970.00. Ms. Morrell broke down what the Small Community Package entailed and also presented the option of possibly partnering with Scott Barney at the County level. Bunker asked if the membership dues are annual. Ms. Morrell clarified that in addition to research services, there are also quarterly and annual meetings. Mayor Niles thanked Katherine Morrell for her time.

#### **Wellness Program Options**

City Treasurer Anderson informed the Council that she had sent out RFPs to all of the local gym memberships. The current pool pass is popular with employees' kids, but not so much with adults. The Millard County Recreation Center offers a punch or annual pass and price-wise they are about the same, but the annual pass would be easier to track. Ms. Anderson suggested continuing with the pool pass and offered the option of getting a gym membership that the adults may use more often and will have the cost of it deducted from their payroll. Ms. Anderson continued that when employees were polled, 10 responded and 7.5 of them preferred Reef Fitness. Council Member Chase asked for clarification on the group rates. City Treasurer Anderson explained that the group rates would not make membership mandatory, employees would have the option of whether or not they wanted the gym membership and many of them would like to keep the pool pass and get a gym membership. Council Member Chase MOVED to continue with membership with the West Millard Swimming Pool with an annual pass and make

an agreement with Reef Fitness with the rate \$25 a single, \$30 per couple \$35 for a family of 4. The motion was SECONDED by Council Member Bunker. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack, and Council Member Western in favor.

**Set Work Meeting for Wastewater Master Plan**

Mayor Niles informed the Council that Sunrise would like to meet with them for a work meeting to discuss the wastewater master plan before the second City Council Meeting in January. Mayor Niles suggested having the meeting at 6:00 p.m. on January 16, 2019. Council Member Chase MOVED to schedule a work meeting for the wastewater masterplan for January 16, 2019 at 6 p.m. The motion was SECONDED by Council Member Western. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack and Council Member Western in favor.

**Approval of New Librarian**

Mayor Niles suggested that the Council approve Michelle Lovejoy as the new Head Librarian. Mayor Niles reviewed the interviewers and interviewees and then explained there had been some difficulties selecting a librarian and there had been some problems regarding wage, hours, and a possible assistant. There was a discussion about the interviewees and qualifications. Council Members debated how to proceed with the hiring of a new librarian. Council Member Killpack MOVED to approved the appointment of Michelle Lovejoy as the new Head Librarian. The motion was SECONDED by Council Member Bunker. Mayor Niles 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 Bunker, Council Member Chase, and Council Member Killpack in favor and Council Member Banks and Council Member Western opposed.

**Resolution 18-430: Extension of Franchise Agreement**

City Attorney Anderson presented the resolution that had been discussed at the previous Council Meeting regarding the extension of Centracom Interactive's franchise agreement and noted that it should be numbered 18-430 rather than 18-429. The Council discussed that they had already approved the extension of the agreement and that it just needed to be approved as a resolution. Council Member Chase MOVED to approve Resolution 18-430: Extension of Franchise Agreement. The motion was SECONDED by Council Member Western. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a roll call. The motion passed with Council Member Banks, Council Member Bunker, Council Member Chase, Council Member Killpack, and Council Member Western in favor.

**Public Works Updates**

Public Works Director Dent Kirkland informed the Council that in the interim since the last meeting the Public Works Department has worked on servicing equipment, working on Christmas, and crack sealing roads. Mr. Kirkland informed the Council that he and Mayor Niles had a conference call with the FAA (Federal Aviation Agency) and the City's engineers with ADG (Airport Development Group) to discuss where we were at as far as the airport project and it will not be ready to bid in January, it will be pushed back to February. Part of the airport development project should be taken care of this year.

**Closed Session**

Council Member Chase MOVED to enter closed session to discuss the character and competence of an individual. The motion was SECONDED by Council Member Banks. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack and Council Member Western in favor. The Council entered closed session at 8:30 p.m.

Council Member Chase MOVED to exit closed session to discuss the character and competence of an individual. The motion was SECONDED by Council Member Banks. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack and Council Member Western in favor. The Council returned to open session at 9:01 p.m.

**Approval of Severance Offer**

Council Member Killpack MOVED to approve medical termination for Recorder Gregory Schafer effective December 31, 2018. The motion was SECONDED by Council Member Western. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack, and Council Member Western in favor.

Council Member Killpack MOVED to offer Recorder Schafer, as part of his medical termination, a severance package in the amount of \$25,000.00 with the stipulation that he be willing to consult with the City staff on any Recorder-type issues over the next year. The motion was SECONDED by Council Member Bunker. Mayor Niles 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 Bunker, Council Member Chase, Council Member Killpack, and Council Member Western in favor.

**Other Business**


Mayor Niles informed the Council that the City had received an insurance rebate back in the amount of \$4,008.00. Mayor Niles asked that it be given back to the full-time employees as a medical rebate, since they pay in part for their insurance. The Council Members agreed.

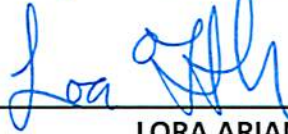
City Attorney Anderson asked when the next Policy Work Session will be. Council Members agreed to have it on Wednesday, December 12 at 5:00 p.m.

Council Member Bunker MOVED to adjourn the City Council Meeting. The motion was SECONDED by Council Member Chase. Mayor Niles 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 Bunker, Council Member Chase, and Council Member Killpack in favor and Council Member Western absent.

The meeting was adjourned at 9:09 p.m.



  
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JOHN WESLEY NILES  
MAYOR

  
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LORA ARIANNE FITCH  
DEPUTY RECORDER

MINUTES APPROVED: 01/02/2019