

NOTICE AND AGENDA

January 7, 2020

When you get right down to the root of the meaning of the word succeed, you find it simply means to follow through. - F. W. Nichol

Notice is hereby given that the Roosevelt City Council will hold its regular Council Meeting on Tuesday, January 7, 2020, at the Roosevelt Municipal Building, 255 South State Street, Roosevelt, Utah, which meeting shall begin promptly at 5:30 p.m.

The agenda will be as follows:

- 1. Call to Order
- 2. Swear In Newly Elected City Council Members Page
- 3. Roll Call
- 4. Opening Ceremony (*Prayer and Pledge of Allegiance*)
- 5. Minutes..... 1-3
- 6. Public Comment Period (*The comment period is limited to 15 minutes. Any person wishing to comment shall limit their comments to three (3) minutes. Any person wishing to comment during the comment period shall request recognition by the Mayor. Upon recognition, the citizen shall approach the front and state his/her name and address for the record. All comments shall be directed to the Mayor or entire Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate with the Mayor, City Council or City Staff; however, the Mayor, City Council or City Staff may respond within the 15-minute period. During this time, citizens may address the Council on any subject.*)
- 7. Public Hearings (as needed)
- 8. Appointments
 - A. Appointment and Swearing in of Housing Authority Board Member
 - B. Recorder/Treasurer Job Description and Appointment Discussion
- 9. Purchase Orders and Quarterly Financial Review
- 10. Reports from Standing Committees
- 11. Report from City Manager
- 12. Standing Agenda Items
 - A. Pending Discussion Items (*discussed previously, but final action not yet taken*)
 - 1. Chapter by chapter detail review of city code
- 13. Closed Session (as needed)
- 14. Adjourn

MINUTES OF A REGULAR COUNCIL MEETING

December 17, 2019

The meeting was called to order at 5:30 p.m. by Mayor JR Bird.

A roll call was taken which showed council members Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird present. Mayor JR Bird stated that the meeting was a regularly called meeting and that notice of the time, place and agenda of the meeting had been provided to the local news media, to each member of the governing body, and was posted on the city web page and the state public meetings web page.

Others present included City Manager Ryan Snow, City Recorder Carolyn Wilcken, Acting City Manager Ryan Clayburn, Acting Finance Director/Assistant City Manager Randy Robb, Kirby Wolfinger, Aaron Brown, Hal Huff, Dusty Anderton, Ron Winterton, Cody Aland, Vince Reiley, Mark Kettle, Brett Kettle, and James Costello.

Opening prayer was given by JR Bird.

MINUTES

A motion was made by Councilman Dustin White to approve the minutes of the regular meeting of November 19, 2019, after revision. Motion was seconded by Councilman David Labrum. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion was carried unanimously.

PUBLIC COMMENT PERIOD

Kim Sylvester of JUB Engineers reported that the runway is now open at the airport. The project is in a winter shutdown and the taxiway will be finished in the spring.

K & K SANITATION THANK YOU PRESENTATION

Brett Kettle of K & K Sanitation, came before Council to thank the Mayor and Council for the good working relationship between their company and Roosevelt City.

K & K SANITATION WASTE COLLECTION AGREEMENT REVIEW

Council reviewed the latest draft of the proposed agreement with K & K Sanitation. After review and discussion, a motion was made by Councilman David Labrum to approve the agreement as presented. Motion seconded by Councilman David Baird. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion was carried unanimously.

UINTAH BASIN MEDICAL CENTER NAMING AND PROMOTIONAL AGREEMENT OF AQUATICS CENTER INDOOR POOL

Jim Marshall from UBMC, presented a visual of the sign they would like for the Aquatics Center in recognition of their donation. After review and discussion, a motion was made by Councilman Aaron Weight to approve the agreement recognizing the donation from the UBMC. Motion

seconded by Councilman Joe Burdick. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion was carried unanimously.

APPROVE COUNCIL CALENDAR FOR 2020

Council reviewed the proposed calendar for 2020. After review and discussion, a motion was made by Councilman David Baird to approve the proposed calendar for 2020. Motion seconded by Councilman Aaron Weight. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion was carried unanimously.

VEHICLE ALLOWANCE POLICY DISCUSSION

This matter will be discussed at a later meeting.

PARKS & REC BUDGET DISCUSSION

Mayor JR Bird is requesting consideration for funding the Winterfest event this year. Since the Basin Arts Council had funding from the City and is no longer an active entity, he asked Council if they would agree to use these funds for the three subcommittees of the Arts, Parks and Recreation Committee. Councilman Weight suggested the funds be run through the city's accounting system.

MOSQUITO ABATEMENT BUDGET APPROVAL

Council has received the Duchesne County Mosquito Abatement Budget for 2020 for review. A motion was made by Councilman David Baird to approve the Mayor to sign the 2020 Duchesne County Mosquito Abatement budget. Motion seconded by Councilman Aaron Weight. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion was carried unanimously.

DECISION ON CITY MANAGER EMPLOYMENT BROKER

The committee to choose an employment broker to screen potential City Manager applicants has decided on their recommendation. Of the three entities under consideration, they are recommending the James Mercer Group at a combined total cost of \$24,500. After review and discussion, a motion was made by Councilman Aaron Weight to accept the Mercer Group to be hired to recommend qualified applicants for the position of city manager. Motion seconded by Councilman Dustin White. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion was carried unanimously.

RECOGNITION OF CITY MANAGER ACCOMPLISHMENTS

Tonight is the last meeting for current City Manager Ryan Snow. He has accepted another position elsewhere. Council wished to recognize the many accomplishments Ryan has made during his time as City Manager. Mayor JR Bird expressed appreciation for all the work Ryan has done the last 4½ years and recognizes all the improvement to the city. Citizen Hal Huff expressed his appreciation for all Ryan has accomplished, especially in seeking funding for

various projects. Councilman Joe Burdick stated that he appreciated Ryan’s dedication to improving the city and his way of organizing the employees to do their best. Councilman Aaron Weight agreed with everything Joe Burdick stated and appreciation for his excellent leadership. Councilman David Baird expressed thanks for all the time Ryan spent being available to assist David in his understanding his council responsibilities. Councilman Dustin White stated he was impressed with Ryan’s motivation for improving the city. Councilman David Labrum explained that he has worked with several previous managers and is impressed with Ryan ‘s accomplishments. Utah State Senator Ron Winterton expressed appreciation for the administration and efforts of Mayor and Council on behalf of Roosevelt.

PURCHASE ORDERS

A motion was made by Councilman David Labrum to approve the following purchase orders. Motion seconded by Councilman Dustin White. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

	Staker & Parson	\$705,856.55
2411	Duchesne Co. Water Conservancy	27,360.29
2444	Horrocks Engineers	18,326.00
	K & K Sanitation	72,379.66
	Moon Lake Electric	14,522.36
	PEHP	50,000.00
2445	Horrocks Engineers	<u>21,994.50</u>
	TOTAL	<u>\$928,273.76</u>

STANDING COMMITTEE REPORTS

Dustin White reported on attending a Utah League of Cities and Towns Board meeting.

CITY MANAGER REPORT

Acting City Manager Ryan Clayburn expressed appreciation for Council support. Ryan stated the department heads and employees are working well together.

A motion was made by Councilman Aaron Weight to adjourn the meeting. Motion seconded by Councilman David Baird. Those voting Aye were Aaron Weight, Joe Burdick, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

Meeting adjourned at 7:15 p.m.

ATTEST:

Roddy I. Bird Jr., Mayor

Carolyn Wilcken, Recorder