

## MINUTES OF A REGULAR COUNCIL MEETING

March 17, 2020

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

A roll call was taken which showed council members Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland 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 Acting City Manager Ryan Clayburn, City Recorder Carolyn Wilcken, Kirby Wolfinger, Dusty Anderton, Mason Miles, Troy Ostler, and Keith Farnsworth.

Opening prayer was given by Don Busenbark.

### **MINUTES**

A motion was made by Councilman Don Busenbark to approve the minutes of the regular meeting of February 18, 2020, as presented. Motion was seconded by Councilman John Aland. Those voting Aye were, Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

### **PUBLIC COMMENT PERIOD**

Councilman David Baird reported that a citizen had contacted him and asked him to bring before the Council the suggestion of putting a resolution in place declaring Roosevelt City as a sanctuary city for gun rights to be in line with what Uintah County has done.

### **PUBLIC HEARING – ORDINANCE 2020-435 – AMENDING CITY CODE TITLE 2 CHAPTER 4: ADMINISTRATION AND PERSONNEL, CITY MANAGER**

This public hearing has been cancelled.

### **AIRPORT FAA CONTRACT CHANGE ORDER #3**

Acting City Manager Ryan Clayburn explained the purpose of this change order. If approved, this will authorize improving the infield grade work to allow for grass to be planted. It is estimated to cost \$44,000. After review and discussion, a motion was made by Councilman Don Busenbark to approve Airport FAA Contract Change Order #3. Motion seconded by Councilman Dustin White. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

### **APPOINTMENT/REAPPOINTMENT OF CITY COMMITTEE MEMBERS**

Mayor JR Bird recommended that Council accept the following reappointments:

**Economic Development Committee**

Jim Marshall  
Yankton Johnson  
Adam Kessler  
Jerry Sleight

**Arts, Parks and Recreation Committee**

Amy Snow  
Steve Winters  
Kasey Anderson  
Preston Kadleck  
Rhett Gilley

After review and discussion, a motion was made by Councilman Dustin White to accept the recommendation of Mayor Bird for reappointment to the Economic Development Committee and to the Arts, Parks, and Recreation Committee. Motion seconded by Councilman Vince Reiley. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

**VEHICLE ALLOWANCE POLICY**

Council has been reviewing a proposed Vehicle Allowance Policy. Acting City Manager Ryan Clayburn explained that the suggested changes have been included in this most recent draft. After review and discussion, a motion was made by Councilman Vince Reiley to approve this policy with the understanding that the City Recorder/Finance Director will be included on the list of those able to participate in this. Motion seconded by Councilman Don Busenbark. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously. This will go into effect in July 31, 2020.

**BID AWARD – 500 EAST SIDEWALK PROJECT**

Troy Ostler from Civco Engineering, recommended the bid for the 500 East Sidewalk Project to be awarded to Farnsworth Excavation in the amount of \$176,571.83, which was the low bid. This project encompasses 800 South from Lagoon to 500 South on the east side of the street. A motion was made by Councilman Dustin White to award the bid to Farnsworth Excavation. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion carried unanimously.

**CITY RECORDER/FINANCE DIRECTOR POSITION SELECTION**

Interviews have been conducted for the City Recorder position. The Interview Committee have recommended Kurt Mower for this position. This position also includes Finance Director responsibilities, which has not been included the past. After review and discussion, a motion was made by Councilman Don Busenbark to accept the Mayor's appointment of Kirk Mower to the position of City Recorder/Finance Director. Motion seconded by Councilman David Baird. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

**PURCHASE ORDERS**

A motion was made by Councilman Dustin White to approve the following purchase orders. Motion seconded by Councilman Vince Reiley. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion carried unanimously.

2960	Duchesne County Water Conservancy Dist.	\$ 26,194.28
2910	Ascent Aviation Group, Inc.	16,918.26
2911	Ascent Aviation Group, Inc.	22,823.36
	Staker Parson dba Burdick Materials	43,833.00
	PEHP (Public Employee Health Plan)	47,620.00
	K & K Sanitation	73,528.74
	Moon Lake Electric	<u>14,501.29</u>

**TOTAL      \$245,418.93**

**STANDING COMMITTEE REPORTS**

Don Busenbark reported on attending the Arts, Parks, & Recreation meeting and the various activities that are being planned. He also reported on attending the last Planning and Zoning meeting as well as a conversation with the Duchesne County School District representative on Centennial Park maintenance. Dustin White reported on being involved in a Utah League of Cities and Towns meeting. David Baird reported on attending a city staff safety meeting. Vince Reiley stated that there needs to be more detailed planning with operation of the Airport. He also explained details of handling the Covid-19 Corona Virus.

**CITY MANAGER REPORT**

Acting City Manager Ryan Clayburn reported on receiving an award from Rural Water for Outstanding Wastewater provider due to the Stonegate water project.

A motion was made by Councilman David Baird to adjourn the meeting. Motion seconded by Councilman Dustin White. Those voting Aye were Dustin White, David Baird, Don Busenbark, Vince Reiley, and Cody Aland. Motion carried unanimously.

Meeting adjourned at 7:15 p.m.

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Roddy I. Bird Jr., Mayor

ATTEST:

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Carolyn Wilcken, Recorder