

## MINUTES OF A REGULAR COUNCIL MEETING

June 16, 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, Don Busenbark, Vince Reiley, and Cody Aland present. David Baird was absent. 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, Carolyn Wilcken, Finance Director/Recorder Kurt Mower, Deputy Recorder Lee Marret, Treasurer Randy Robb, Matt Yergenson, Melissa Yergenson, Hal Huff, Bart Miller, Annette Miller, Jenalee Moynier, Stephanie Carter, and Colleen Bowcut.

Opening prayer was given by Vince Reiley.

### **MINUTES**

A motion was made by Councilman Don Busenbark to approve the minutes of the regular meeting of May 19, 2020, as presented. Motion was seconded by Vince Reiley. Those voting Aye were, Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

A motion was made by Councilman Cody Aland to approve the minutes of the budget meeting of June 2, 2020, as presented. Motion was seconded by Dustin White. Those voting Aye were, Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

### **PUBLIC COMMENT PERIOD**

There were no public comments.

### **PUBLIC HEARING – ZONE CHANGE – SUMMER HILLS SUBDIVISION**

Bart and Annette Miller have requested to rezone Lots 101 through 119 in Summer Hills Subdivision from R-1-10 to PO-R. This public hearing has been scheduled to receive comments from the public. Mayor JR Bird opened the public hearing portion of the meeting. Colleen Bowcut asked if there would be any residential construction there. It was explained that this new zoning would require single family homes and duplexes would require conditional use which would need approval to do so. It was also explained that the plans at the present time are for professional office space to be constructed. There were no other comments. After review and discussion, a motion was made by Councilman Dustin White to move forward to change the zoning as requested. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

**PUBLIC HEARING – FINAL FY 2000-2021 BUDGET**

Finance Director/Recorder Kurt Mower went over the Final FY 2000-2021 budget. Mayor JR Bird opened the public hearing portion of the meeting. There were not comments. After review and discussion, a motion was made by Councilman Don Busenbark to approve the Final FY 2000-2021 budget as presented. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

**PUBLIC HEARING – FY 2019-2020 BUDGET REOPEN**

Finance Director/Recorder Kurt Mower explained that the FY 2019-2020 budget needs to be reopened to make adjustments. The revenues between sales tax and the various revenue sources are estimated to be down approximately \$250,000 of the original 2020 approved amended budget was \$7,330,050. It is proposed the budget be adjusted to \$7,081,350 due to the decrease in revenue. Also, expenses of the city are going to be well under the budgeted amount due to the changes that have taken place. Mayor JR Bird opened the public hearing portion of the meeting. There were not comments. After review and discussion, a motion was made by Councilman Cody Aland to approve the revised FY 019-2020 budget. Motion seconded by Councilman Dustin White. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

**RIBBON CELEBRATION ACTIVITY REQUEST**

Jenalee Moynier and Stephanie Carter from the UBTech came before Council seeking permission to promote small businesses in our community by having a ribbon activity. They will be tying orange ribbons around the community to signify appreciation to small businesses. They will be put up July 27 and taken down on July 30<sup>th</sup>. Roosevelt City members expressed their support of this effort. After review and discussion, a motion was made by Councilman Dustin White to approve this request. Motion seconded by Councilman Don Busenbark. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

**ROOSEVELT CITY FRAUD RISK ASSESSMENT PRESENTATION**

Finance Director/Recorder Kirk Mower presented the Fraud Risk Assessment that is required to be completed by Roosevelt City for the Utah State Auditors Office. This assessment is required to be done every four years. Kirk wanted to make sure Council was aware of this assessment and Roosevelt's results. The challenge is that the assessment questions apply to all cities, whether as large as Salt Lake City or as small as Altamont. Several of the questions were difficult because of limited personnel and budgets. Roosevelt City does have policies in place that substantially cover the stated concerns, while not being able to actually say we have the specifics in place, such as having a licensed CPA or having a bachelor's degree in accounting. Points are assigned to each question and the total points will determine the fraud risk of Roosevelt City as defined by the State Auditor.

**PURCHASE ORDERS**

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

3696	Duchesne County Water Conservancy Dist.	\$ 31,577.00
3729	J-U-B Engineering	35,366.88
3730	Farnsworth Excavation, LLC	36,160.99
3731	Staker & Parson Co.	198,259.40
	K & K Sanitation	75,528.74
	Moon Lake Electric	19,528.27
	PEHP	<u>49,620.00</u>

**TOTAL      \$446,041.28**

**STANDING COMMITTEE REPORTS**

Dustin White reported on attending the ULGT Board Meeting. Don Busenbark reported on attending a parks and recreation meeting yesterday. Cody Aland also attending the parks and rec meeting. Cody also reported on the trail system effort. Mayor JR Bird talked about the proposed gun range. Mayor also talked about cancelling the UBIC event this year due to funding issues brought on by the Covid-19 pandemic, but there will be other activities planned for that same time.

**CITY MANAGER REPORT**

Acting City Manager Ryan Clayburn reported that the airport compaction on the new runway underlay paving is slightly lower than required, but it will reduce the overlay cost by 5%. The 500 East sidewalk project is proceeding on schedule. Ryan also reported on our request for funding at the Community Impact Board. They approved funding at 50% grant and a 50% loan at .5% interest, which is an exceptional funding package. Ryan asked Council to look at the newly designed web page to make sure everything is correct.

**CLOSED SESSION**

A motion was made by Councilman Don Busenbark to go into a closed session to discuss a personnel matter and property matter and then convene back into a regular city council meeting. Motion seconded by Councilman Cody Aland. Those voting Aye were Dustin White, Don Busenbark, Vince Reiley, and Cody Aland. Motion was carried unanimously.

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

Meeting adjourned at 7:40 p.m.

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Roddy I. Bird Jr., Mayor

ATTEST: \_\_\_\_\_  
Kurt Mower, Recorder