

# MINUTES OF THE HUNTSVILLE TOWN COUNCIL MEETING

Thursday, June 16<sup>th</sup>, 2011

7:00 p.m.

Huntsville Town Hall

**Present:** Mayor James A. Truett  
Council Member Max Ferre'  
Council Member Laurie Allen  
Council Member Alan Clapperton  
Clerk/Recorder, Gail Ahlstrom  
Legal Council Jerald Engstrom  
Treasurer, Ramona Clapperton

**Excused:** Council Member Richard Sorensen

**Citizens:** Alan Westenskow      Jeff Holt      Greg Farley  
Marv Alsbaugh      Ron Gault      Glenn Deem  
Sam Good      Cameron Robbins      Zac McKinney

Mayor Truett called the meeting to order.

The Pledge of Allegiance was led by Boy Scout Sam Good.

Opening Ceremony was led by Boy Scout Zac McKinney.

Public comments:

Greg Farley wanted to give the council an update on the BBQ Competition that will take place in the Town Park in two weeks. He has seven professional teams signed up to compete and six back yard teams.

Greg Farley: Request for concert event at Town Park:

Greg Farley is here tonight to discuss an opportunity to hold a large concert in the park on Saturday, August 20<sup>th</sup>. Greg introduced Marv Alsphaugh with UCAN Events and Productions. Marv said his company helps put on events like this. They have a resume for doing large venues for 5-10,000 people. They provide stages and sound equipment. Marv estimated that there would be 4-5,000 people in attendance at this event. They plan to have live bands playing throughout the day. CM Allen asked where everyone would be parking. Marv stated that they have ideas to reroute parking and have people walk in. Locals would be given stickers to put on their cars. They plan to have some sort of containment on the two entrances into Town to control who is coming in. Mayor Truett asked how they would deal with the people going to the Bluff Marina using First Street. They won't be blocking off the two entrances into town just monitoring them. Another option would be to give people wrist bands and facilitate parking. The concert needs to be over by 9:30 p.m. They have several performers lined up already; Billy Dean is one of the acts willing to come. The artists have signed contracts stating that they will conform to language and body codes, and there is no smoking or drinking on stage.

Mayor Truett stated that there is no alcohol allowed in the park, how they will control people bringing coolers into the park and drinking alcohol. Mayor Truett asked what the Town will get out of this. Marv replied that Town residents will have an option to purchase discount tickets. Mr. Engstrom asked if they are working with W.C. Sheriff's Dept. to provide securing and help with parking. They will also need to bring in port-a-potties. Mayor Truett asked who is going to clean this up. CM Allen asked if there is any other benefit to the town, other than the discounted tickets. Marv assumed that he would be paying rental fees on the park. Prices of the tickets will range from \$8-\$20. Gail mentioned that both pavilions are reserved and paid for and have been for months, could they move this event to a different date. Marv replied no, their entertainers are all lined up for the 20<sup>th</sup>. Greg mentioned that one of the groups could be moved behind the Huntsville Barbecue building. Gail was asked to contact both groups to see if they would be willing to reschedule their reunions. Mayor Truett is worried about how big this event is, that many people will shut down the town, and he doesn't like the idea of monitoring the two entrances. Gail will contact the groups and then the Council, Greg, and Marv can sit down next week in a work session to finalize all the details.

Motion to adjourn Regular Council Meeting to hold Public Hearings:

**CM Ferre' made a motion to adjourn the regular council meeting to hold the public hearings.**

CM Allen seconded. All votes aye. Motion passed.

Public Hearing on amended Budget for fiscal year 2010-2011: (See Attachment #1)

Ramona presented the amended budget for fiscal year 2010-2011, ending June 30. There were no changes to the General Fund. In the Capital Projects Fund, Ramona marked the areas where there were amendments. Transfers from the General Fund were down from \$30,500 to \$7,000. There was also a decrease in the interest income. The Veteran's Monument brought in \$28,000, this project was not budgeted at all in the original budget. There was a budget increase from the presented budget last year of \$9,000. Ramona continued to explain that there were expenditures of \$58,000 this number is high due to the Veterans Monument and the development of the new area in the cemetery. There is an ending fund balance, of \$17,236 which will carry over into the 2011-2012 budget. In the Enterprise Fund, which is the water fund, the total operating revenue was up by \$12,900 from what was previously budgeted. The connection fees were down \$3,300 there was only one connection this year. There is a net income loss of \$50,300 which is \$21,400 more than what was budgeted before. This loss was due to no water connections. Depreciation was \$134,000 which really hurts the budget. Ramona suggested raising the culinary water rates to help the town re-coop some of the lost revenue, or more water connections.

Public Hearing on proposed Budget for fiscal year 2011-2012:

Ramona explained the proposed budget is higher than normal due to the CDBG grant the Town will be receiving this year. Ramona kept most of the categories about the same as last year's budget. J.P. Court fines and forfeitures are low. The General Fund expenditures will be the same as the revenue numbers. Ramona added a line item for debt service principal and interest of \$15,000 if the Town purchases the school property; she also added \$300,000 for land acquisition that goes along with the CDBG grant. \$30,000 was added to fund a dump truck for the cemetery. Mayor Truett mentioned that setting up smaller accounts specific to the 4<sup>th</sup> of July, B&C funds and First Street has helped Ramona with her accounting. Ramona remarked that the money received for these smaller accounts are included in this budget. In the Enterprise Fund, if things go as planned there should be an income of \$12,000 at the end of the year. Water and garbage revenue is included in this fund.

Ramona figured in matching funds for the overlay of First Street. Currently there is about \$7,000 in the 4<sup>th</sup> of July fund. Ramona didn't show any planned expenditures in the park, the town has spent a lot of money in the park the last couple of years, and it looks great. \$10,000 was budgeted for Town buildings and Capital Outlay equipment. There is an ending balance of \$4,595 which can be carried over into the next fiscal year.

Second Public Hearing to discuss the project determined to be applied for in the CDBG Small Cities Program in Program Year 2011: Mayor Truett mentioned that this is the second public hearing for the CDBG program. Mayor Truett stated that this hearing was called to allow all citizens to give input concerning the project that was awarded under the 2011 Community Development Block Grant Program. Huntsville Town has amended its capital investment plan and decided to apply for funds on behalf of land acquisition for the location of new town maintenance sheds. Mayor Truett introduced Gail Ahlstrom as Project Manager for the CDBG land acquisition grant. Mayor Truett explained that the Town was successful in the regional rating and ranking process and Huntsville Town was awarded \$261,000. The current town sheds are in very bad shape. The Town Council is looking at Cory Thompson's ¾ acre lot that is zoned commercial and fronts First Street. Matching funds from the town are \$39,000. The appraisal of the property is the next step and hopefully will be done next week. Mayor Truett opened the meeting up for public comment. **Mr. Engstrom** asked if the matching funds could be in-kind labor. Mayor Truett replied that the matching funds had to be cash. **Jeff Holt** asked what the town is going to do with the old sheds. Mayor Truett replied that first off the plan is to demolish the old sheds; they are in terrible shape and if left there would become a liability to the town. Mayor Truett stated that copies of the Town's Capital Investment Plan are available for review if anyone would like a copy.

Motion to close Public Hearing and re-convene to regular council meeting:

**CM Ferre' made a motion to close the public hearing and reconvene to the regular council meeting.** CM Clapperton seconded. All votes aye. Motion passed.

**\*Mayor Truett:**

Discussion and/or action on amended Budget for fiscal year 2010-2011:

**CM Clapperton made a motion to approve the amended budget for fiscal year 2010-2011, as presented.** CM Ferre' seconded. All votes aye.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Discussion and/or action on proposed Budget for fiscal year 2011-2012:

**CM Clapperton made a motion to approve the proposed budget for fiscal year 2011-2012, as presented.** CM Ferre' seconded. All votes aye. Mayor Truett thanked Ramona for all her efforts on working on this budget.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Discussion and/or action on project determined to be applied for in the CDBG 2011 program year:  
**CM Ferre' made a motion to accept the CDBG grant to pursue land acquisition for the location of new town maintenance sheds.** CM Allen seconded. All votes aye. Motion passed.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Appointment of Project Manager for CDBG project:  
**CM Ferre' made a motion to appoint Gail Ahlstrom as project manager for the CDBG Land Acquisition grant.** CM Clapperton seconded. All votes aye. Motion passed.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Discussion and/or action on proposed Uniform Property Policies Act of 1970, Notice of Exemption: (See Attachment #3) Mayor Truett read from the proposed Uniform Property Policies Act of 1970, Notice of Exemption. **CM Ferre' made a motion to adopt the Uniform Property Policies Act of 1970, Notice of Exemption, as presented.** CM Allen seconded. All votes aye. Motion passed.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Discussion and/or action on Resolution to approve lease/purchase agreement with Zion's Bank relative to the Valley School property: (See Attachment #4) Mayor Truett stated that Alan Westenskow met with the council tonight in a closed work session. He presented a couple different funding scenarios that the council could pick from in regards to the lease/purchase of the old Valley School property. The Town Council agreed Option 6: the total loan amount is \$328,250, the first two years of the loan will be interest only, after that time the interest rate of 3.63 will be locked in for five years, and it will be a 20 year loan. They are looking at a closing date of July 12, 2011. Mayor Truett read from the proposed Resolution for a lease/purchase agreement with Zion's Bank. There is no early pay off penalties. The first two years of payments will be \$12,000 a year, paid biannually. The hope is to sell off a lot or two and pay down the loan quickly. **CM Clapperton made a motion to adopt the resolution as read by the Mayor.** CM Ferre' seconded. All votes aye. Motion passed. The vote was Unanimous.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

**CM Ferre' made a motion that Mayor Truett be authorized to sign the contract, on behalf of the Town Council, with Zion's Bank in regards to the lease/purchase of the school property.** CM Allen seconded. All votes aye. Motion passed.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Mayor Truett thanked Jeff Holt for all the many hours he has dedicated to this project. He has worked on this land deal with CM Sorensen and the Mayor for over two years. Mr. Westenskow mentioned that Zion's Bank waiting to receive the final title report, environmental report, and additional language put in the agreement that would address the tax exempt rate. There will be a taxable rate and if the town doesn't use the property for tax exempt purposes the rates will go up.

Mr. Holt commented that the timing on this deal is perfect, land prices have dropped drastically in the past five years, making the purchased of this property affordable to the town. The interest rates are also at an all time low which is great. Mayor Truett asked Mr. Westenskow to thank Scott Anderson, President of Zion's Bank and property owner in Huntsville, on behalf of the Town, Scott has been very helpful and generous to the Town over the years.

Discussion and/or action on proposed Public Meeting Policy and Procedures: (See Attachment #5)  
 Mayor Truett mentioned that this item was tabled in the council's last meeting. Mayor Truett read from the proposed rules of order and procedure. **CM Ferre' made a motion to adopt the rules of order and procedure, as amended.** CM Allen seconded. All votes aye. Motion passed.

<b>Roll Call:</b>	Mayor Truett	<u>Yea</u>	CM Ferre'	<u>Yea</u>
	CM Allen	<u>Yea</u>	CM Clapperton	<u>Yea</u>
	CM Sorensen	<u>Excused</u>		

Department Reports:

Mayor Truett reported that Steve Shupe passed away this past Monday. Steve was a lifetime resident of the Town and will be missed. The Mayor asked the council to sign a letter of condenses that will be mailed to his wife, Joni. Mayor Truett asked the Council to remember Father Cummings in their prays, he is in the hospital with heart issues.

**\*Council Member Allen:**

Department Reports:

CM Allen reported that last Sunday there was an emergency water repair at cemetery. Western Landscaping did the repair and billed the town \$100. The Mayor commented that Dusty Poulson has been very generous to the town.

CM Allen reported that the person who was working with the town at Great Basin Engineering has retired. She has made contact with Great Basin and they are doing some research on the plans for the survey markers for the new area of the cemetery. CM Allen will meet with them next week to get the brass markers installed.

CM Allen spoke with Lonny Bailey about the town purchasing a used dump truck for the cemetery, he is concerned about the truck being undependable, he often digs graves late at night and needs something he can count on. CM Clapperton brought up the idea of purchasing a dump trailer instead; it could be used for a lot of different projects and at different locations.

CM Allen if the town employee would have to use their own truck to use the trailer? The answer was yes. She wondered if this will that be an issue if there is an accident.

CM Allen reported that she has called a couple different cemeteries to gather info on the pricing of their plots. She called Park City and their plots are cheaper than ours, but only residents can purchase plots. Huntsville's plots are typically higher for residents but were a lot lower for non-residents. Eden Cemetery is charging \$200 per resident and \$1,000 for non-resident. Other communities also limit the number of plots that could be purchased. Some cemeteries have a \$100 one-time fee for placing an above ground head stone.

CM Allen reported on the accounting for the Veteran's Monument. (See Attachment #5) The Town owes \$996 more, this is great news.

CM Allen brought up the issue of business licenses, who has to have a business license and when do they get them. Ron Gault stated the Town has a business license ordinance that addresses' this. Mayor Truett stated that if someone is charging for their services in the town, they need a business license. CM Allen had a local resident come do some work on her trees, she was astounded at the fee he charged and she found out that he is not licensed, insured or bonded. Gail stated she puts a notice in the town newsletter each year reminding the residents that if they are conducting a business in or from their home they need a license, but she has not aggressively pursued this, it has been an honor system. Gail has never issued a business license to any of the music teachers either. Mayor Truett suggested writing and mail out a letter and include a copy of the business license ordinance. CM Allen suggested putting an item in the newsletter again, before mailing out individual letters and singling people out. Mayor Truett agreed and asked CM Allen to put together a summary of when a business license is required and put it in the next newsletter, and then in a month or so individual letters could be mailed out.

**\*Council Member Clapperton:**

Department Reports:

CM Clapperton reported that the town received a \$30,000 a planning loan to study the town's culinary water system, from the Division of Environmental Quality. It is a 0% loan to be paid back over five years at \$6,000 per year. The council will need to decide whether to accept the loan offer or not. One of the first things the council asked Sunrise Engineering to do was find money for a study. CM Clapperton hasn't heard a word from Waterworks Engineering. Mayor Truett asked if Sunrise Engineering is going to charge the town \$30,000 just because that's the amount of the planning loan. CM Clapperton didn't think so. Mr. Engstrom mentioned the council needs to look at the cost vs. the benefit. If there isn't a benefit to the town, we don't want to take on a loan that needs to be paid back. Mayor Truett asked CM Clapperton to talk with Sunrise Engineering to get more clarification on this planning study. Sunrise was going to focus on the distribution end of the water plant, and Waterworks are focusing on the actual water treatment plant.

CM Clapperton reported that Dee Jette prepared the water quality report which will be included in the July newsletter; it's a state requirement that every water user receives this annual report. CM Clapperton said that Dave Pilkington is still excited about his new position as water plant operator; he feels that the council made a good choice hiring him.

CM Clapperton reported on the Big Foot Event, Dave Carver has asked CM Clapperton to see if he can get the Ogden Valley Newspaper to start publishing advertisements for this event. The newspaper hasn't been very helpful with the publications yet, they feel that it's still too early, the Big Foot Event isn't until September. The Mayor recommended having CM Clapperton contact Jeannie Wendell or Shanna Francis to see if they would start running the ads, the town will receive a portion of the profits from the breakfast.

**\*Council Member Ferre':**

Department Reports:

CM Ferre' reported that the crack sealing has been done. He is still waiting for bids to do a slurry on 7000 E. between First Street and 200 S.

CM Ferre' reported that he spent some time at the animal control talking with Chad Ferrin. CM Ferre' totally disagreed with some of the things that Chad is doing, so he started working with Betty Davis, the animal control person. If a dog is lying in the road, Chad wanted to pick it up and take it to the shelter. CM Ferre' isn't worried about sunning dogs; he would like to see the dogs that are chasing after cars, bikers, and runners picked up. The Animal shelter is saying they aren't getting enough money. They have two different funds the administration fund and the animal control officer's fund. Huntsville's fee is the smallest in the county.

CM Ferre' mentioned that on the 4<sup>th</sup> of July, Greg Farley is going to sell pork sandwiches. Greg is charging the town \$3 per sandwich; the town will provide drinks and chips to go with the sandwiches. CM Ferre' is worried that this price will be too high and people won't purchase the sandwiches. CM Ferre' is wondering if this is going to make a profit for the town. The South Fork Ward Boy Scouts will be running the hamburger and hotdog stand. CM Allen suggested asking Greg to bring his price down. Mayor Truett stated that any other food stands allowed in the park only takes away from the town's hamburger and hotdog stand, and takes money away from the town. CM Ferre' will get more clarification on the size of the buns Greg plans to use. Gail was asked to call Costco to see if they would donate chips, pop, or water.

**\*Council Member Sorensen: (Excused)**

Citizen Comments:

Glenn Deem asked if he could opt out of the recycling program. Gail will contact CM Sorensen and have him talk to Glenn.

New Business:

CM Allen asked about the basketball standard in front of Stuart Nunn's home. It is cemented in, and the basket faces the road, so the children are playing in the road. It is on town property. This will be an issue with the snow plows during the winter. CM Ferre' will talk to Velvet about this. If a car hits that pole, the town will be held liable.

Mayor Truett would like to cancel the July 7<sup>th</sup> Town Council meeting, but would like to schedule a joint Work Session with the Planning Commission on July 7<sup>th</sup>, in regards to the Valley School property.

Approval of Town Council minutes for meeting held on June 2<sup>nd</sup>, 2011:

CM Clapperton made a motion to approve the minutes as prepared. CM Ferre' seconded. All votes aye. Motion passed.

Meeting adjourned at 9:30 p.m.

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Gail Ahlstrom, Clerk/Recorder

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James A. Truett, Mayor