

Minutes
Levan Town Council Meeting
December 15, 2021
7:00 P.M.

1. Opening ceremonies:

The meeting was called to order at 7:01 PM by Mayor Corey Christensen. All present were welcomed. The invocation was offered by Councilmember Taryn Brooks. The Pledge of Allegiance was led by Councilmember Ray Evans.

Town Officials present: Mayor Corey Christensen and Councilmembers Bruce Rowley, Ray Evans, and Taryn Brooks. Councilmember Jesse Richmond was absent.

Town Staff present: Town Clerk Elizabeth Hone

Others present: Rebecca Dopp (Times-News), and Barrett Brooks

2. Discussion Items:

- a. Greg Ogden – Audit Report 2021: Mr. Ogden, town auditor, attended the meeting via Zoom video conferencing because he was self-quarantining at home because he had been exposed to Covid. He reported to the council that the audit had gone very well. There were no management findings, no issues to report and no problems with the audit. He commended the staff for doing an excellent job in following all the compliance requirements.

He then went over some of the key financial points for the year that are found specifically on pages 15, 16, 17, and 23 of the audit report. He explained the difference between the assets and liabilities is the net position. The total net position increased as a whole by \$608,574. The unrestricted net position increased by \$241,235. It was his opinion that the town has a very healthy balance. He then reviewed with the council numbers the business-type activities which include water, electric, natural gas, and cable and the governmental activities which include general government, public safety, streets and highways, and parks and recreation. General revenues include property taxes, sales tax, unrestricted investment earnings, and miscellaneous.

Mr. Ogden said that Levan has enough revenue to cover the cost of the expenses in both the business-type activities and the governmental-type activities. Another key number the council should look at each year is the net operating income of each of the business-type activities. These departments are bringing in enough to pay for these services the town provides and also cover the cost of depreciation.

Mr. Ogden said that he commended the town for being brave enough to charge rates that are sufficient to pay for these services the town provides to the citizens and also to cover the cost of depreciation which hopefully means that the town will have enough money on hand when those systems break down. He explained that not every town he audits has the courage to do this.

Mr. Ogden also expressed appreciation to Town Clerk Elizabeth Hone and Treasurer Stephanie Wood for being great to work with and for calling with questions because this meant to him that they want to get it right and to do the job they've been hired to do and do it well.

The council members thanked Mr. Ogden for his efforts in helping the town and congratulated the town staff on a job well done.

- b.** The council reviewed the events that would take place at the January 12th Town Council Meeting. The outgoing elected officials would receive recognitions of appreciation, the new officials would be sworn in during the Oath of Office Ceremony, and there would be a reception held after the meeting so that town citizens, family, and friends can visit with the outgoing elected officials and the ones that will be serving the town going forward.
- c.** A date for the annual/biennial council training was discussed. It will be held on January 19, 2021.
- d.** The procedure to fill a council vacancy was gone over since that situation will occur when Bruce Rowley assumes the office of Mayor. Basically, vacancies are filled by appointment of the council. At least two weeks' notice must be given to the public that the vacancy exists. Interested parties are invited to apply for the position. The vacancy is filled by majority vote of the remaining council in a public meeting.

3. Action Items:

- a. The Calendar Dates for the Town Council Regular Sessions and the Planning Commission meetings. Councilmember Taryn Brooks made the motion, seconded by Councilmember Bruce Rowley to approve the calendar dates for 2022. All council members present were in favor. Motion carried. The calendar dates are as follows:

2022 Meeting Dates

Town Council Mtg. 7:00 pm	Planning Com. Mtg. 7:00 pm
January 12	January 5
February 9	February 2
March 9	March 2
April 13	April 6
May 11	May 4
June 22	June 1
July 13	July 6
August 17	August 3
September 14	September 7
October 12	October 5
November 9	November 2
December 14	December 8 (Thursday)

- b. Resolution No. 12152021-01 which sets a Compensation rate for the Town Planning Commissions was adopted. Councilmember Taryn Brooks made the motion, seconded by Councilmember Bruce Rowley, to adopt Resolution No. 12152021-01. The vote was as follows:

Corey Christensen	Yes
Bruce Rowley	Yes
Ray Evans	Yes
Jesse Richmond	Absent
Taryn Brooks	Yes

Motion carried.

4. Mayor/Council Member/Department/Committee Reports:

a. Mayor/Council Members:

Councilmember Bruce Rowley reported that he has been communicating with Travis Rosquist and Jason Worwood of the Utilities Department about a Dump Truck. He and they are considering the option of buying a new truck for about \$125,000 and keeping the old one for plowing the roads. They will be gathering more information.

b. Planning Commission:

Office issued permits report:

Building permit:

Steve Burton – 12x16 Agricultural building

Business license:

None

c. Committee: None

d. Other: None

5. Council Business:

a. Approval of Minutes:

November 10, 2021 – Work Session

Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to approve the minutes from the work session dated November 10, 2021. All council members present were in favor. Motion carried.

November 10, 2021 – Public Hearing – Land Use Ordinances

Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to approve the minutes from the public hearing dated November 10, 2021. All council members present were in favor. Motion carried.

November 10, 2021 – Public Hearing – CDBG First Public Hearing

Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to approve the minutes from the public hearing dated November 10, 2021. All council members present were in favor. Motion carried.

November 10, 2021 – Regular Town Council Session

Councilmember Bruce Rowley made the motion, seconded by Councilmember Ray Evans, to approve the minutes from the regular session dated November 10, 2021. All council members present were in favor. Motion carried.

November 22, 2021 – Special Work Session

Councilmember Ray Evans made the motion, seconded by Councilmember Bruce Rowley, to approve the minutes from the special work session dated November 22, 2021. All council members present were in favor. Motion carried.

b. Approval of Claims

Councilmember Taryn Brooks made the motion, seconded by Councilmember Bruce Rowley, to approve the Claims dated 11/01/2021 to 11/30/2021. All council members present were in favor. Motion carried.

c. Approval of Payroll Comparison Report

Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to approve the Payroll Comparison Report dated 10/01/2021 to 11/30/2021. All council members present were in favor. Motion carried.

d. Approval of Final Cash Receipts Report

Councilmember Bruce Rowley made the motion, seconded by Councilmember Ray Evans, to approve the Cash Receipts Report dated 10/1/2021 to 10/31/2021. All council members present were in favor. Motion carried.

e. Review of Tentative Cash Receipts Report

The council reviewed the Cash Receipts Report dated 11/01/2021 to 11/30/2021.

f. Budget Report Review

The council reviewed the budget report for 7/01/2021 to 11/30/2021.

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- 6. Adjourn:** Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to adjourn. All council members present were in favor. The meeting adjourned at 7:40 PM.

Elizabeth Hone, Town Clerk