

Minutes
Levan Town Council Meeting
June 20, 2022
7:00 P.M.

1. Opening ceremonies:

The meeting was called to order at 7:01 PM by Mayor Bruce Rowley. 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 Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe.

Town Staff present: Heather Poulsen, Town Clerk and Jason Worwood, Utilities Manager (Jason left after the discussion items)

Others present: Rebecca Dopp (Times-News), Barrett Brooks, Nate Lowe, Garrick Hall, Jared Crump, and Chris Lewis (Juab Fire Warden)

2. Discussion Items:

- a. Chris Lewis Juab County Fire Warden spoke to the council about problems at the green dump. Once a year the green dump, for at least the last 3 years, has been lit on fire by an arson. It has usually occurred around midnight. The fire department would like the towns assistance on trying to control the problem. They suggested putting up surveillance cameras. The council agreed that something needed to be done but did not want to close the dump down. The council said they would look into putting up security cameras, plowing some of the grass to the north up, putting up signs, and trying to get word out to the public for support. They felt like putting something in the newsletters and possibly adding something on the utility bills could help with public support.

3. Action Items:

a. Business License approval:

1. Jesse and Madeline Boyd would like a business license to for a snow cone shack. The council would like Madeline to get a food handlers permit before issuing the business license. Councilmember Taryn Brooks made the motion to

approve a business license for Jesse and Madeline Boyd contingent on Madeline obtaining a food handlers permit. Councilmember Chris Webb seconded the motion. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

b. Youth Council:

Councilmember Amy Lowe made the motion to appoint Brandy Eldredge as the new Levan Town Youth Council advisor. Councilmember Ray Evans seconded the motion. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

c. The Mayor Bruce Rowley made the annual disclosure that it is the policy of Levan Town not to charge itself for its own utilities. He then read the information about the associated transfers:

NOTICE OF ENTERPRISE FUNDS TRANSFERS

Because it is the policy of Levan Town not to charge the General Fund for the Town's utility usage, these charges are transferred back to the General Fund from the respective Utility Fund. This information is for the 2021-2022 FY.

ELECTRIC FUND transfer to the General Fund:

\$8,404 This represents 2% of the fund's expenditures.

WATER FUND transfer to the General Fund:

\$12,282 This represents 11% of the fund's expenditures.

CABLE/INTERNET FUND transfer to the General Fund:

\$1,542 This represents 1% of the fund's expenditures.

GAS FUND transfer to General Fund:

\$1,573 This represents .89% of the fund's expenditures.

Councilmember Amy Lowe made the motion to accept the enterprise fund transfer. Councilmember Taryn Brooks seconded the motion. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

d. Councilmember Chris Webb made the motion, seconded by Councilmember Ray Evans, to adopt the FY 2022 Budget Amendments. The vote was as follows:

Mayor Bruce Rowley	Yes
Councilmember Ray Evans	Yes
Councilmember Taryn Brooks	Yes
Councilmember Chris Webb	Yes
Councilmember Amy Lowe	Yes

The FY 2022 Budget Amendment summary follows:

2022 AMENDED BUDGET- GENERAL FUND

REVENUE	<u>Original</u>	Amended
Taxes	\$ 152,750	\$152,750
Licenses and Permits	\$ 21,925	\$ 21,925
Class C Roads & Grants	\$ 225,750	\$ 126,203
Charges for Services	\$ 106,500	\$106,500
Fines	\$	\$
Interest	\$ 5,000	\$ 5,000
Misc. Revenue	\$ 19,200	\$ 19,200
Contributions and Transfers	<u>\$ 260,075</u>	<u>\$ 65,238</u>
REVENUE TOTAL	\$ 791,200	\$496,816

EXPENDITURES		
Administrative	\$ 299,325	\$197,868
Court	\$	\$
Sheriff and Animal Control	\$ 12,975	\$ 13,775
Ambulance	\$	\$
Streets	\$ 188,575	\$ 68,575
Garbage	\$ 93,900	\$ 95,400
Parks	\$ 143,775	\$ 80,798
Recreation	\$ 20,600	\$ 19,500
Youth Council	\$ 1,500	\$ 1,500
Cemetery	\$ 30,550	\$ 19,400
Transfers to Capital Projects		<u>\$</u>
EXPENDITURES TOTAL	\$ 791,200	\$496,816

**2022 AMENDED BUDGET- UTILITY FUNDS-(Only electric was amended.
The Others are for reference**

<u>WATER</u>	<u>Original</u>	Amended
Operating Income	\$ 187,000	\$ 187,000
Operating Expense	\$ (127,550)	\$ (127,550)
TOTAL OPERATING INCOME/EXPENSE	\$ 59,450	\$ 59,450
Less Depreciation	\$ (40,000)	\$ (40,000)
TOTAL INCOME/EXPENSE	\$ (19,450)	\$ (19,450)

<u>ELECTRIC</u>		
Operating Income	\$ 512,000	\$ 520,000
Operating Expense	\$ (454,700)	\$ (494,700)
TOTAL OPERATING INCOME/EXPENSE	\$ 57,300	\$ 25,300
Less Depreciation	\$ (47,000)	\$ (48,000)
TOTAL INCOME/EXPENSE	\$ 10,300	\$ (22,700)

<u>GAS</u>		
Operating Income	\$ 232,110	\$ 232,110
Operating Expense	\$ (213,075)	\$ (213,075)
TOTAL OPERATING INCOME/EXPENSE	\$ 19,035	\$ 19,035
Less Depreciation	\$ (20,000)	\$ (20,000)
TOTAL INCOME/EXPENSE	\$ (965)	\$ (965)

<u>CABLE & INTERNET</u>		
Operating Income	\$ 200,000	\$ 200,000
Operating Expense	\$ (164,970)	\$ (164,970)
TOTAL OPERATING INCOME/EXPENSE	\$ 35,030	\$ 35,030
Less Depreciation	\$ (8,000)	\$ (8,000)
TOTAL INCOME/EXPENSE	\$ 27,030	\$ 27,030

- e. Councilmember Ray Evans made the motion, seconded by Councilmember Taryn Brooks, to pass the resolution adopting the Certified Tax Rate and Revenue for Tax Year 2022 which does not raise property taxes. The vote was as follows:

Mayor Rowley	Yes
Councilmember Ray Evans	Yes
Councilmember Taryn Brooks	Yes
Councilmember Chris Webb	Yes
Councilmember Amy Lowe	Yes

- f. Councilmember Chris Webb made the motion, seconded by Councilmember Taryn Brooks, to adopt the FY 2023 Budget-Resolution 06202022-01.

The vote was as follows:

Mayor Bruce Rowley	Yes
Councilmember Ray Evans	Yes
Councilmember Taryn Brooks	Yes
Councilmember Chris Webb	Yes
Councilmember Amy Lowe	Yes

The FY 2023 Budget Summary follows:

2023 BUDGET - GENERAL FUND

REVENUE

Taxes	\$ 177,900
Licenses and Permits	\$ 14,770
Class C Roads & Grants	\$ 378,203
Charges for Services	\$ 110,500
Fines	\$
Interest	\$ 5,000
Misc. Revenue	\$ 17,400
Contributions and Transfers	<u>\$ 140,535</u>
REVENUE TOTAL	\$ 844,308

EXPENDITURES

Administrative	\$ 277,191
Court	\$
Sheriff and Animal Control	\$ 10,878
Ambulance	\$
Streets	\$ 191,900
Garbage	\$ 97,700
Parks	\$ 127,375
Recreation	\$ 22,800
Youth Council	\$ 2,500
Cemetery	\$ 36,300
Transfers to Capital Projects	<u>\$ 77,664</u>
EXPENDITURES TOTAL	\$ 844,308

2023 BUDGET - UTILITY FUNDS

WATER

Operating Income	\$ 222,200
Operating Expense	\$ <u>(126,493)</u>
TOTAL OPERATING INCOME/EXPENSE	\$ 95,707
Less Depreciation	\$ <u>(42,000)</u>
TOTAL INCOME/EXPENSE	\$ 53,707

ELECTRIC

Operating Income	\$ 554,000
Operating Expense	\$ <u>(494,993)</u>
TOTAL OPERATING INCOME/EXPENSE	\$ 59,007
Less Depreciation	\$ <u>(48,000)</u>
TOTAL INCOME/EXPENSE	\$ 11,007

GAS

Operating Income	\$ 235,500
Operating Expense	\$ <u>(223,850)</u>
TOTAL OPERATING INCOME/EXPENSE	\$ 11,650
Less Depreciation	\$ <u>(20,000)</u>
TOTAL INCOME/EXPENSE	\$ (8,350}

CABLE & INTERNET

Operating Income	\$ 222,200
Operating Expense	\$ <u>(198,100)</u>
TOTAL OPERATING INCOME/EXPENSE	\$ 24,100
Less Depreciation	\$ <u>(8,500)</u>
TOTAL INCOME/EXPENSE	\$ 15,600

g. Councilmember Taryn Brooks made the motion to pass Resolution No. 06202022-02 adopting the Miscellaneous Building Permit Fees. Councilmember Ray Evans seconded the motion. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

h. Councilmember Ray Evans made the motion to pass Resolution No. 06202022-03 adopting the New Home Building Permit Application Fee. Councilmember Taryn Brooks seconded the

motion. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

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

a. Mayor/Council Members:

Mayor Bruce Rowley reported that he was still working with the state on the water line replacement loan/grant and he would meet with them again in July.

b. Building Permits: Dylan wood was issued a building permit for a new roof.

c. Planning Commission: None

d. Committee: Amy Lowe and Chris Webb reported that they got a chair for the Levan Town's 24th of July Parade and Jessie Ann Wood will be the Grand Marshall.

Taryn Brooks reported that she was working on finding some funding for park projects.

e. Other: None

5. Council Business:

a. Approval of Minutes - May 11, 2022 - Regular Session

Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to approve the regular session minutes dated May 11, 2022. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

b. Approval of Claims

Councilmember Ray Evans made the motion, seconded by Councilmember Chris Webb, to approve the Claims dated 5/01/2022 to 5/31/2022. Mayor Bruce Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

c. Approval of Payroll Comparison Report

Councilmember Taryn Brooks made the motion, seconded by Councilmember Amy Lowe, to approve the Payroll Comparison Report dated 4/01/2022 to 5/31/2022. Mayor Brue Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

d. Approval of Final Cash Receipts Report

Councilmember Ray Evans made the motion, seconded by Councilmember Amy Lowe, to approve the Cash Receipts Report dated 4/1/2022 to 4/30/2022. Mayor Brue Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried.

e. Review of Tentative Cash Receipts Report

The council reviewed the Cash Receipts Report dated 5/01/2022 to 5/31/2022.

f. Budget Report Review

The council reviewed the budget report for 7/01/2021 to 5/31/2022.

g. Adjourn: Councilmember Taryn Brooks made the motion, seconded by Councilmember Ray Evans, to adjourn. Mayor Brue Rowley and Councilmembers Ray Evans, Taryn Brooks, Chris Webb, and Amy Lowe voted in favor. Motion carried. The meeting adjourned at 8:34 PM.

Heather Poulsen, Town Clerk