

Town Council Meeting

Meeting minutes

August 8, 2024

7:00 P.M.

Welcome

Mayor Bruce Rowley expressed a warm welcome to everyone in attendance, acknowledging that the meeting is part of the regular session for the Town Council Meeting scheduled for Thursday, August 2024.

Present at Meeting: Mayor Bruce Rowley, Council Members: Rachel Goates, Chris Chipping, Ray Evans, Bre Aagard. Meeting Recorders Chantal Rowley and Christine Carrigan. Also present: Carol Bennett, Myrna Trauntvein (Times-News), Shay Morrison (R6), Barrett Brooks, Amelia Brooks, Derek Jensen, Alisalee Jensen

Invocation

Mayor Rowley offered the invocation, expressing gratitude for the gathering and praying for guidance in discussions that would suit the town and its residents.

Pledge of Allegiance

Ray Evans invited everyone standing to participate in the Pledge of Allegiance.

Local Building Authority – Agenda

None

No business was discussed under the Local Building Authority agenda.

Discussion Items

Youth Council Report

Mayor Rowley transitioned the meeting to the Youth Council's report regarding their recent visit to Space Camp at the Christie A McAuliff Space Center. Barrett Brooks described the event as featuring space simulations and emphasized teamwork through various intense scenarios and challenges, with additional input from Amelia Brooks and others from the youth delegation. The report was received positively with thanks from the council, and their involvement in a successful celebration on 24th July was acknowledged.

R6 Community Advisor Report - Shay Morrison

Shay Morrison, apologized for a lack of recent attendance due to previous commitments and. Shay provided updates on initiatives, including annual training and upcoming mini training focusing on budgeting and finance in September.

Regional Growth Summit

Shay Morrison indicated additional forthcoming events such as the ULCT Annual Convention and UAC Annual Convention, highlighting important resources for county and city officials.

Mini Training

Plans to implement staff-specific budgeting and finance mini-training sessions were communicated by Shay Morrison to supplement ongoing large-scale projects.

CDBG "How to Apply" Workshop

Shay Morrison reiterated that the workshop, mandatory for those applying for CDBG funding, will outline application processes and criteria, noting Levan Town does not need to do the additional community income surveys.

ULCT Annual Convention

Shay Morrison shared details about the ULCT Annual Convention scheduled from the 4th to 5th of September. Significance for elected officials and new pathways for addressing local tasks was mentioned.

UAC Annual Convention

Occurring on September 12th, Shay Morrison relayed that although county-focused, engagement in UAC Convention events could be beneficial for those involved in broader governance activities.

OPMA Tip of the Month

Shay Morrison delivered insights about the Open and Public Meetings Act, emphasizing that meeting recordings must be complete, unedited, and marked with date, time, and location for transparency purposes.

Purchasing Policy Update

The Council discussed spending allowances set at earlier, lower levels versus present-day requirements for business efficiency. Discussion encompassed potential updates in policy and necessary feedback for further deliberation.

Long & Short-Term Gas, Electric Meter Shut Offs

An exploration into creating distinct policies and fees for short-term and long-term meter shut-offs was discussed.

East Mobile Home Park Business License

The Clerk provided an update on the Eastern Mobile Home Park business license application. The trailer park is not meeting compliance such as a condemned trailer relocation and required engineered electric plans but is still in the process of obtaining a passing inspection.

Activities Committee Chairman

The Council praised the success of the 24th July celebration and proposed establishing an Activities Committee to streamline events coordination. An offer from Mackenzie Stowell to lead future annual celebrations was highlighted, alongside discussions of possible responsibilities and benefits.

New Levan Fire Chief -Derek Jensen

Derek Jensen introduced himself to the Council and explained that the Current Levan Fire Chief, Jared Rosquist is retiring from his position. Derek would like to take over the position of Fire Chief in Levan. He asked for a letter of recommendation from the Town. The Council agreed to write the letter of recommendation and forward it to the Juab County Board.

Action Items

Long & Short-Term Gas, Electric Meter Shut Offs

The item was tabled for further consideration to allow everyone time to reflect and devise practical solutions.

Activities Committee Chairman

Attendees weighed the prospects of firmly appointing an unpaid volunteer as Activities Committee Chair, with Linda Hanks expressing interest in orchestrating additional communities' activities such as Halloween Trunk or Treat and the Christmas lighting. The council was receptive to expanding collaborations to enhance local engagements and provision of public projects.

Mayor/Councilmember/Department/Committee Reports

Mayor/Council Member Reports

In the mayor's update, it was reported that surveys for park developments are underway, including planned modifications to the ball diamond area for participant safety. Community-driven interest in the rodeo arena condition was recognized, pondering investments in tools and equipment necessary for comprehensive maintenance.

Office Issued Permits Report - Business License - Brenda Bronson

Planning Commission Report

Rachel Goates noted there was no Planning Commission Meeting in August.

Committee Reports

Other Reports

Regularly continued departmental operations were noted and the hiring of a new person in the office.

Council Business

Approval of Minutes for June 25, 2024, Budget Hearing & Special Meeting & July 11, 2024, Regular Meeting

"Motioned to approve the minutes for June 25, 2024, Budget Hearing and July 11, 2024, Regular Meeting." Made by: Ray Evans. Seconded by: Chris Chipping. All in favor. Motion passed.

Approval of Claims (7-1-2024 to 7-31-2024)

Approval of Payroll Comparison Report (6-1-2024 to 7-31-2024)

Approval of Final Cash Receipts Report (6-1-2024 to 6-30-2024)

Review of Tentative Cash Receipts Report (7-1-2024 to 7-31-2024)

Review of Budget Report (7-1-2024 to 7-31-2024)

"Motioned to approve the claims, payroll comparison, and final cash receipts report dated 6-1-2024 to 6-30-2024, along with review reports of tentative cash receipts and budget." Made by: Rachel Goates. Seconded by: Ray Evans. All in favor. Motion passed.

Public Comments

Convene into Executive Session

Not entered during this meeting.

Adjourn

“Motioned to adjourn the meeting.” Made by: Ray Evans. Seconded by: Bre Aagard. All in favor. Motion passed.

Meeting adjourned at 8:00 p.m.

Christine Carrigan, Clerk