

MINUTES
MANTI CITY COUNCIL MEETING
January 17th, 2018
6:30 P.M.

Mayor Korry Soper in chair and presiding. The roll call showed Council Members Gary Chidester, Darren Dyreng, Jason Maylett, Jason Vernon and Mary Wintch present, along with City Administrator Kent Barton. The Mayor welcomed all present and invited them to stand and join him in reciting the Pledge of Allegiance.

Mayor Soper invited Gary Keddington, to present the recently completed financial audit to the Council. Mr. Keddington, explained that the audit firm of Hinton & Burdick conducted the audit for the city and that their stated opinion is an “unmodified” or clean audit – meaning that there were no major issues of concern with the handling of the city’s finances. Keddington then went on to report, that in addition to a review of the city’s financial practices, the audit also looks in to compliance issues with Utah state code in areas such as reporting and open and public meetings. He then directed the Mayor and members of the Council to page 58 of the report wherein the audit noted “findings” of areas where improvements or corrections should be addressed. The findings included the following:

- Segregation of Duties. Auditors noted that separation of duties does not always occur as we only have two office staff members who cover for one another when the other is absent or away from the office. Keddington noted that he and Kent Barton had discussed the finding and agree that until additional clerical staff is added in the office, this will be an “on-going” finding, as is the case with most other cities of similar size.
- Budgetary Compliance. Under recent Utah Code regulations, cities of the 5th Class (which includes Manti City) are now required to provide monthly financial statements to the Mayor and Council, rather than quarterly as had been done in the past. Keddington noted that he and Kent Barton had discussed the finding with the auditors and that financial reports will now be presented to the Council each month.
- Utah Public Meeting Act. The minutes of Council Meetings must be posted to the Utah Public Notice Website within 3 days of approval and acceptance. Minutes of one of the meetings sampled did not occur within the required timeframe. Keddington said that he, Kent Barton and JoAnn Otten had discussed procedure changes to make sure all minutes are posted within the time required.
- Cash Management. The fiscal year-end Deposit and Investment Report was not submitted to the state as required. Keddington said that he, Kent Barton and Michelle Francks had discussed procedure changes to make sure all required reports are submitted as required.

Keddington invited the Council to look at the audit and contact him or Kent Barton if they should have any questions or concerns. After addressing a couple of questions from the Council, Keddington was excused to make an audit report in a neighboring community.

Mayor Soper then recognized Nicole Ristine and invited her to come forward. Ristine introduced herself and said that through her work with Utah Workforce Services, she had become acquainted with a couple from Davis County who founded a charity to provide used cars for single mothers who do not have transportation. Ristine showed a news clip to familiarize the Mayor and Council with the program, its founder, Earl DeWaal and some of the recipients who have benefited from the program. She then explained that she had contacted DeWaal and asked for permission to start a chapter in Sanpete County, which was subsequently granted. Ristine stated that she is looking for community assistance and is reaching out to Manti City for assistance with the following:

- Locked storage for 3-5 donated vehicles.
- An enclosed garage or shop where simple vehicular maintenance and repair work can be accomplished.
- A private room where occasional interviewing and teleconferencing can occur.

Ristine then entertained several questions from members of the Council, which gave her additional opportunity to explain the program and her vision for local implementation. The Mayor explained that office space for occasional use could likely be accomplished but space for parking and maintenance would require a review of city resources and further discussion. Ristine graciously thanked the Mayor and Council for their time and interest. She remarked that whatever the city might be able to do would be greatly appreciated.

The Mayor then asked Kent Barton to talk about the proposal to restrict parking along a section of North Main Street. Barton then explained that during a recent meeting with representatives of UDOT and the Sanpete County Sheriff's Office, concerning this year's traffic control plan for the Mormon Miracle Pageant, it was noted that permanent No Parking signage north of 400 North to 800 North would be helpful as motorists sometimes park in the area during major events including the Pageant and the Sanpete County Fair. Being that there is not sufficient borrow width, parking creates a safety and traffic hazard. UDOT officials said if the city creates an ordinance to prohibit parking in the area, they (UDOT) would place permanent signage. Some discussion ensued after which Mayor Soper said there was unanimous support from the Council to create such an ordinance. Kent Barton said he would get a draft ordinance ready for review and discussion at the Council's next meeting.

The Mayor then asked Kent Barton to address the question of appointment of a new Appeal Authority for the city. Barton then explained that due to the resignation of our previous Appeal Authority, Larry Lunnen, and after previous discussion with the Council, he had received the recommendation from Loren Thompson, a current member of the Sanpete County Planning Commission and a former Manti City Councilmember, to consider Leon Day of Fairview. Barton

said that Day is a surveyor by trade and longstanding member of the Sanpete County Planning Commission, which he (Day) currently chairs. He went on explain that he had contacted Mr. Day to gauge his interest prior to making a recommendation to the Council. Barton said that Mr. Day is willing to accept the appointment. Some discussion ensued after which Mayor Soper noted there was unanimous support to offer the appointment to Mr. Day, and asked Barton to contact him to formalize the appointment, which he agreed to do.

The Mayor then asked Kent Barton to present the latest financial statement. Barton directed councilmembers to the November, 2017 statement in the packet and then went on to review the revenue and expense budgets, noting that total revenues and expenses remain within the budgets set in June. Barton then answered several specific questions from the Council, after which the Mayor thanked him for the report.

Moving on to 'Continuing Business', Kent Barton referenced documents in the packet that he acquired from Springville and Lindon cities regarding commercial and historic zone building design standards. He then said he had shared this information with Jeff Killian and asked that the Planning Commission develop a proposed ordinance for recommendation to the council for consideration within the next 6 months. Some discussion ensued during which Councilmember Dyreng suggested that we shorten the time to develop the recommendation to 3 months. After more discussion there was a clear consensus that the Planning Commission should be pressured to develop a proposal as quickly as possible.

Seeing that there were no reports from Councilmembers, the Mayor reported on the recent Mayors' and Commissioners' meeting he attended and relayed a report from principals of the Sanpete County Food Bank made at the meeting. The Mayor noted that the food bank has acquired a cardboard baler, which has turned out to be a good source of revenue generation for the facility. The Mayor then shared a report of families served throughout the county specifically noting that many citizens of Manti are beneficiaries of the food bank's services.

The Mayor next distributed a proposed listing of Councilmember assignment and areas of responsibility for 2018. After going over the list, the Mayor asked members of the Council if they were agreeable with the assignments as presented, or if any changes were desired. All members of the Council expressed agreement and support for the assignments as designated by the Mayor. The councilmember assignments, which were accepted by the council, are as follows:

2018 MANTI CITY COUNCIL

PRIMARY ASSIGNMENTS

Primary Alternate

ROADS	Jason Vernon	<i>Mary Wintch</i>
WATER/SEWER	Gary Chidester	<i>Jason Maylett</i>
POWER	Darren Dyreng	<i>Jason Vernon</i>
PUBLIC SAFETY	Jason Maylett	<i>Gary Chidester</i>
ECONOMIC DEV/TOURISM	Mary Wintch	<i>Darren Dyreng</i>

SECONDARY AREAS OF RESPONSIBILITY

Primary Alternate

AIRPORT	Gary Chidester	<i>Darren Dyreng</i>
BEAUTIFICATION/TREE COMM.	Gary Chidester	<i>Jason Maylett</i>
CEMETERY	Darren Dyreng	<i>Mary Wintch</i>
LIBRARY	Mary Wintch	<i>Gary Chidester</i>
CITY BUILDING/EQUIPMENT	Jason Maylett	<i>Jason Vernon</i>
HISTORICAL PRESERVATION	Mary Wintch	<i>Jason Maylett</i>
IRRIGATION/CREEKS	Jason Maylett	<i>Jason Vernon</i>
PARKS & RECREATION	Jason Vernon	<i>Darren Dyreng</i>
YOUTH CITY COUNCIL	Jason Vernon	<i>Mary Wintch</i>
ZONING/ZAN DUTIES	Jason Maylett	<i>Gary Chidester</i>
PAGEANT	Darren Dyreng	<i>Mary Wintch</i>
HOLIDAY EVENTS	Mary Wintch	<i>Mayor and Council</i>

The Mayor then directed councilmembers to the draft version of the minutes from the previous Council Meeting and asked if councilmembers noted any corrections. Seeing that no changes or errors were noted, the Mayor called for a motion to accept the minutes of the January 3rd, 2018 Council Meeting as presented. Jason Maylett made the motion, which was seconded by Mary Wintch. Councilmembers voting “aye”: Gary Chidester, Darren Dyreng, Jason Maylett, Jason Vernon and Mary Wintch. Councilmembers voting “nay”: none.

The Mayor invited Administrator Kent Barton to make his report. First off, Barton referenced a memo in the packet concerning election turnout for the last 4 municipal elections. The total ballots cast in the elections held in 2011 and 2013, which were both conducted as polling booth elections, were 704 and 655 respectively. There was no election held in 2015 as all three Councilmembers on the ballot were running unopposed. Ballots cast in the recent 2017 election, which was entirely vote by mail format, totaled 775. Some discussion ensued and Councilmember Vernon asked the difference in cost for a polling booth versus mail-in election. Barton said the cost difference was less than \$100, but noted that the polling booth format required more of his and JoAnn Otten's time. Councilmember Dyreng said: "time is money". After more discussion the Mayor noted there was a clear consensus to move forward with the "vote by mail" for future municipal elections. Barton then continued his report to the Mayor and Council, noting the following:

- Met last week with Troy Olson the president and other officers of the Les Olson Company, as they were here in Manti to inspect the space they have recently leased in the City Complex building. He said Mr. Olson was very complimentary of the space and remarked: "we are very happy to have a presence in Manti and central Utah".
- Referenced letter in packet from Linda Gillmor, from the Governor's Office of Economic Development, saying that Manti's application for renewal of "Enterprise Zone Designation" had been approved for a five-year term retroactive to January 1, 2017.
- Asked members of the Council if any planned to attend the upcoming RWAU conference scheduled for February 28th – March 2nd.
- Barton then shared a short video clip by Joe Minnicozzi, principal of Urban3, a planning firm located in North Carolina. The video clip highlights the value of downtown development and the implications of different growth patterns on city coffers. Barton noted that while the examples in the video concentrate on larger cities, the same principles apply to smaller communities as well. He then remarked that the incredible growth forecast in Utah County over the next 30 years will certainly affect our county as well, and that we need to prepare for that growth by considering higher density options including multi-family dwellings in our community. He went on to remark that the Planning Commission is studying some of these issues, and he expects them to have some recommendations for the Council within the next several months.
- Stated that he had personnel, legal and property negotiation issues for discussion in closed session.

At 8:16 p.m., Mayor Soper called for a motion to move into closed session to discuss personnel, legal and property negotiation matters. Gary Chidester made that motion, which was seconded

by Mary Wintch. A roll call vote was taken with Councilmembers voting “aye”: Gary Chidester, Darren Dyreng, Jason Maylett, Jason Vernon and Mary Wintch. Councilmembers voting “nay”: none.

RETURNED TO REGULAR SESSION FOLLOWING CLOSED SESSION

The bills were then presented for payment. Following review by the Mayor and Council, Jason Vernon made the motion to pay the bills and adjourn. Gary Chidester seconded. Councilmembers voting “aye”: Gary Chidester, Darren Dyreng, Jason Maylett, Jason Vernon and Mary Wintch. Councilmembers voting “nay”: none.

The meeting adjourned at 9:19 p.m.

Korry L. Soper, Mayor

Kent Barton, Recorder/Administrator