

City of Green River
460 East Main Street, Green River, Utah
City Council Minutes
Regular Meeting
Thursday, April 16, 2020

ATTENDING: Mayor Travis Bacon, Council Members Kathy Ryan, Michael Silliman, Larry Packer, Bo Harrison and Kent Nelson; Employees Conae Black, Bryan Meadows, Phillip Stubblefield, Kelsie Hart, Travis Newland; Citizens Stephanie Olsen, Ken Sah

CONDUCTING: Mayor Travis Bacon, the meeting began at 7:07 p.m.

ORDER OF BUSINESS:

Due to the Coronavirus restrictions this meeting was held electronically.

1. Call to order.

2. Discuss/approve/deny Resolution No. R01-2020, establishing conduct during electronic meetings. **MOTION:** Kathy Ryan made a motion to approve Resolution No. R01-2020. Kent Nelson seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

3. Discuss/approve/deny consent agenda. **MOTION:** Kathy Ryan made a motion to approve the consent agenda with corrections to the minutes. Michael Silliman seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

February 11, 2020 special meeting minutes

March 10, 2020 regular meeting minutes

February 2020 financial report

March 2020 Treasurer's report

April 2020 Payment Approval report

4. Discuss/approve/deny amendments to the CIB list to include the Canal Commons infrastructure needs. Conae Black said this is for the housing development that the city is partnering with the Epicenter on. The Epicenter submitted a Community Development Block Grant (CDBG) grant in for water, sewer, drainage infrastructure needs for this new housing development and were denied because they did not have all of their funding secured at that time. This grant application was due in January. Since the Epicenter is not eligible for Community Impact Board (CIB) funds they have asked if the city would partner with them on this. In order for them to apply for the funding CIB requires that the project be put on a list that is approved by the city, then taken to the county to prioritize and approve and finally to the Southeaster Utah Association of Governments (AOG) for approval before it can be submitted to CIB. Kent Nelson asked if this would affect any other projects. Conae Black explained that it would not affect any other projects. She also explained that CIB also will require letters of commitment from all other funding agencies before they will approve a grant. **MOTION:** Bo Harrison made a motion to approve adding the Canal Commons infrastructure funding request to the CIB list. Kathy Ryan seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

5. Discuss/approve/deny extending payments for delinquent utility accounts. Because of the need for personal hygiene at this time with COVID 19 Mayor Bacon felt it would not be a good idea to turn water off for delinquent utility accounts. During this Coronavirus pandemic there are people who are out of work or have reduced hours and are hurting financially. Bo Harrison asked how many delinquent accounts there were right now. Mayor Bacon said if the water were going to be shut off today there would be 54 accounts with the total dollar amount owed of a little over \$12,000. Mayor Bacon said he is not asking that the city forgive the amount owed but to defer it. He had a business owner ask if the city would defer their utility payment. Bo Harrison asked how

many of the 54 accounts businesses were. Conae Black said 2 and 1 trailer court. She said the city rarely shuts water off. The city works with them as much as possible in order to keep the water on. She then explained the process of how they go about that. She said if the Council would like to defer the payments then she would like to have some kind of criteria for the office to go by. Mayor Bacon suggested that the payments be deferred 60 days. Kathy Ryan stated she is having a hard time with deferring payments with people who are often on the shut off list. She feels that there needs to be some way that they should prove they are having a hardship. Bo Harrison felt that we could defer there payments for 60 days and then they need to have some kind of payment plan for six months or otherwise they get their water shut off. Kent Nelson felt if we determined who would be deferred or not then it becomes messy. Kathy Ryan agreed but said not to promote it. Conae Black said we currently discourage the customer to go onto a contract because it only helps them for that month only but for the next six months their payments are higher than they normally are. **MOTION:** Larry Packer made a motion to extend payments for delinquent utility accounts for 60 days. Bo Harrison seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

6. Discuss/approve/deny hiring new Museum Executive Director. Mayor Bacon said that Dolores Scherer is going to be an excellent addition for the museum. Larry Packer said both final candidates were superb and it was a hard decision but felt Dolores Scherer will do a great job. **MOTION:** Kathy Ryan made a motion to hire Dolores Scherer as the new Executive Director for the JWP Museum at a wage of \$42,000 a year. Kent Nelson seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

7. Discuss/approve/deny pay increase for Travis Newland. Mayor Bacon said that Travis Newland just completed his training and certifications for the sewer department and traditionally that would mean a \$1.00 an hour pay increase. Bryan Meadows said he only got a .50 cent an hour raise. Conae Black concurred with Bryan Meadows. Kent Nelson felt that Travis Newland is deserving of this raise but has concerns with giving raises in this current environment. Mayor Bacon said he understood the concern but a .50 cent raise would only be a little over \$1,000 for the year. Kent Nelson said he realizes that it is not much but it sends out a bad message to our citizens who are losing their jobs or not getting enough hours. Bo Harrison asked what kind of loss of revenue we have seen in the water department due to the motels not selling rooms. Conae Black said of course it is going to be down but we have not collected that data yet. **MOTION:** Kathy Ryan made a motion to table this for 60 days until we take a look at the data. Michael Silliman seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

8. Discussion on 2020 U.S. Census. Conae Black said she received a phone call from the State of Utah Census worker. The U.S. Census does not deliver the census survey to Post Office Boxes so they normally hand deliver them door to door. Of course with COVID 19 this has pushed back the door delivery. You can still fill out the information out online and it doesn't take very much time at all to complete the survey. Mayor Bacon stated the importance of the information that is collected.

9. Discuss/approve/deny Marketing Agreement with Utility Service Partners Private Label, Inc. Conae Black said this is the company that presented to the Council last month and summarized what those services were. **MOTION:** Bo Harrison made a motion to approve the marketing agreement with Utility Service Partners Private Label, Inc. Kathy Ryan seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried

10. Discuss/approve/deny Contract with Steve Tobin for IT services. Mayor Bacon thanked Phillip Stubblefield for the introduction to Steve Tobin. Conae Black said she has been struggling for some time trying to find IT services that is willing to come to Green River and help the city out. The City has been fortunate enough to call upon Robert Smith who has saved us many times.

There is not anyone local and many companies are not willing to service the city because of the travel time. Steve Tobin is willing to provide this service for \$75.00 an hour. She spoke with her son in law who is a computer science professional and he told her that is a very good rate. Steve Tobin's travel rate would be half of the \$75.00 which is \$37.50 an hour and will hook the city up with good used computer equipment for no cost to the city. **MOTION:** Kent Nelson made a motion to approve the contract with Steve Tobin for IT services. Michael Silliman seconded the motion. **VOTE:** Michael Silliman, Kent Nelson, Bo Harrison, Kathy Ryan and Larry Packer voted aye. The motion carried.

11. Department and employee reports. Mayor Bacon reported on the city's current finances with the CIVID 19 impact. He said the businesses are struggling and that will have an effect on the city's revenues. He is pleasantly surprised that at this point the city is not in very bad shape at all. The Property Tax, Resort Community Tax and State Collected Sales Tax are all looking really good at this point which is through the end of February. From those funding sources the city has received \$753,288 with a budget of \$870,000 and there is still four more months of reporting left in this fiscal year. This is a result of several different things. The Council has been very judicious with the tax payer's dollars and has appropriately used the funds. He commended Conae Black for her budgeting principals which have always been conservative and focused on making sure the city is in the black at all times. The businesses do report at different intervals and some of these numbers are money that was collected at an earlier time. He feels that the city will be just fine and knows that it has been really hard on the businesses and their employees. Kelsie Hart reported on activities at the museum during the month of April during COVID 19. They have been getting the museum ready to reopen when possible. They have been getting information out on social media. All events have been canceled or postponed. They are going forward with exhibits and event planning. **Conae Black asked for an accounting on who had taken the Open and Public Meetings Act training. Mayor Bacon, Council Members Kathy Ryan, Kent Nelson and Larry Packer have completed the training. Council Members Bo Harrison and Michael Silliman have not at this time and asked for the link to be resent to them.** She gave an update on the status of the Natural Gas line project. She said we still need to work on the budget and asked the Mayor and Council Members to schedule an appointment with her to go over their department budgets. The City's airport is receiving \$20,000 from the FAA from the CARES Act. The Airport Master Plan is moving along and near completion. She would like to initiate and Institutional water rate for churches, government agencies and non-profit organizations. Bryan Meadows reported that their focus this month was cleaning out the drainage lines and ditches. They have replaced three water meters and repaired a water leak. He got caught up on the paperwork. Sprinklers are now turned on at the museum and park. Kathy Ryan has petitioned Johansen and Tuttle Engineering to survey the cemetery. She reported on EMS and GRIT activities. The month of May is designated as a cleanup month. She has been working on a new reader board sign at City Hall. Phillip Stubblefield has his office set up. He has been dealing with citizen complaints. He has made contact with some citizens on cleanup efforts. He is working on ways to dispose of tires and vehicles. Kent Nelson reported on the expansion of the Spanish Trails project. Larry Packer backed up Kathy Ryan's report on the GRIT activities. Michael Silliman reported on the new mower for the park and the decision to keep the new mower. The new curb, gutter and sidewalk on Main Street will be happening soon. Bo Harrison said he attended the Planning Commission meeting and they are working on amendments to the sign ordinance. Mayor Bacon reported on the Requests for Information (RFI) through EDC Utah that the city has put in for. There has been a lot of COVID 19 helps out there that Better City has kept up on. Overall the local businesses revenues are down 80%. He has given this information to Senator Hinkins and Representative Watkins so they can have enough information to help rural Utah.

12. Adjourn. The meeting adjourned at 8:42 p.m.

Travis Bacon, Mayor
Approved: May 12, 2020

Conae Black, City Recorder