City of Green River

460 East Main Street, Green River, Utah

City Council Minutes
Special Meeting
Thursday, August 23, 2012

ATTENDING: Mayor Pat Brady, Council Members Kathy Ryan, Kent Johnson, Penney Riches, Philip Engleman and Gary Riches; Employees Conae Black; Citizens Bob Scott

CONDUCTING: Mayor Pat Brady, the meeting began at 6:31 p.m.

ORDER OF BUSINESS:

1. Discuss/approve/deny bids on fencing. Kathy Ryan suggested not opening up the bids because a contractor looked at the project and felt the fence posts need to be replaced also. Kent Johnson said he would like to go forward with the project and if a post needs to be replaced then he will address that in a change order. Kathy Ryan requested the notice for the bid document to be read. Kent Johnson read the notice for bid document. Kent Johnson opened the bids. Double E Construction total bid was for $15,850. Southeast Fencing's total bid with additional options came in at $12,010. **MOTION**: Kent Johnson moved to accept the bid from Southeast Fencing. Philip Engleman seconded the motion. **VOTE**: Kathy Ryan, Kent Johnson, Penney Riches, Philip Engleman and Gary Riches voted aye. The motion carried.

2. Discuss/approve/deny hiring a vacuum truck to clean out sewer lines and lift stations. Philip Engleman said he spoke with Bryan Meadows about this a few days ago. He stated that the city's Vacuum Truck is small and not capable of meeting all of the needs so he feels it would be best to hire a company to clean out the sewer lines. Philip Engleman said this did not need to be on the agenda it just needs to be done. There was not any action taken.

3. Discuss Fire Department. There was not any discussion or action taken.

4. Discuss personnel policy. There was not any discussion or action taken.

5. Discuss/approve/deny future city employees. Gary Riches said the Council has talked about this several times. In talking this over with several other people he feels there should be one position for code enforcement and a separate position for animal control. He thought there would be enough duties to keep them both gainfully employed all year long. Philip Engleman asked Gary Riches if the animal control officer duties would also include grounds keeping and maybe crossing guard. Gary Riches said yes. Gary Riches said our animal control ordinance addressed dogs but not felines, skunks or raccoons. The animal control officer should be able to take care of canines, felines and rodents. He has been answering all calls for animal control and has maybe been getting one or two calls per week and it only takes about one hour to take care of the issue. So the city would not need a full time animal control officer but if you there were additional duties then throughout the summer months it would be full time. In the winter months they could take on the crossing guard and a Melon Days coordinator. Kent Johnson said he will be asking for another Melon Days coordinator. Gary Riches said some other duties would be putting up the Christmas lights, painting the curbs and helping Public Works with some of their responsibilities. Kent Johnson said another vehicle would need to be purchased. Philip Engleman said the city has a small truck that is not being used. Gary Riches a code enforcement officer is going to be a full time job just getting to know the codes and getting the necessary training. Philip Engleman said that is why he feels they should be in the office and be the Deputy Recorder also. Gary Riches agreed the code enforcement officer could take on whatever administrative duties necessary. He said someone suggested the code enforcement officer could be a building inspector also. Penney Riches said she understood that getting licensed for building inspections is time consuming and expensive. He also provided a copy of what Castle Dale's animal control fees and discussed that with the Council. He drafted a letter to the citizens that the city has ordinances in place and will be hiring a code enforcement officer and asked that they come into

compliance before they are forced to. He spoke with Dave Cunningham who is with the State Health Department about some specific properties in town and getting help with the clean up. They are interested but would like to solve the problem at our level if possible. Emery County Justice Court will hear all of our cases and they can issue citations and the money collected would to the County. Green River City would not be able to issue any citations without a judge and prosecuting attorney. He would like to get these two people hired as soon as possible. Penney Riches asked Gary Riches if the animal control officer was going to write citations. Gary Riches said yes. Penney Riches thought the Public Works crew could take care of the stray animals and the Code Enforcement Officer would issue citations. Bob Scott said the Mayor would have to appoint someone over code enforcement because right now the Mayor is the only one with that authority. Whoever is appointed to that position has to have the backing of the City Council. Gary Riches stated again that he would like to see two different positions. Penney Riches asked if there was enough money to hire two people. The answer was yes. There was more discussion on how to assign duties to the two new employees and if they should be part time or full time employees. Kent Johnson felt the personnel policy should be amended before anyone is hired. A safety committee needs to be in place, rules need to be in place and a chain of command needs to be established. Mayor Brady said other meetings need to be held to amend the personnel policy and establish rules and guidelines. It was decided to hold additional meetings on September 4, 2012 and September 20, 2012 beginning at 6:30 p.m. No action was taken.

MOTION: Kent Johnson moved to go into an Executive Session. Gary Riches seconded the motion. **VOTE**: Kathy Ryan, Kent Johnson, Penney Riches, Philip Engleman and Gary Riches voted aye. The motion carried.

6. Adjourn The meeting adjourned at 8:10 p.m.

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        Pat Brady, Mayor   Conae Black, City Recorder

Approved: _____