

City of Green River

460 East Main Street, Green River, Utah

City Council Minutes
Special Meeting
Tuesday, May 22, 2012

ATTENDING: Mayor Pat Brady, Council Members Kathy Ryan, Kent Johnson, Penney Riches, Philip Engleman and Gary Riches; Employees Conae Black; Citizens Jack Forinash and Lindsay Toman

CONDUCTING: Mayor Pat Brady, the meeting began at 6:07 p.m.

ORDER OF BUSINESS:

Budget Work Session

Jack Forinash and Lindsay Toman, Managers for the newly restructured PACT organization, presented a budget request to the City of Green River. The request was for in kind coverage of the utility bills for the community center and Epicenter was is about \$15,200, in kind coverage of the community center and Epicenter's audit and insurance expenses which total \$7,850. Last year the city paid for the utility bills and an additional \$4,000 for senior meals and after school kids programs. The PACT has been able to secure other sources of funding for these programs. It is more difficult to get grantors to support administrative expenses. If PACT receives the city support then they can use that as leverage for other grants. Kent Johnson asked if any fund raisers have been considered. Jack Forinash said they will continue to hold the Christmas Bazaar every year and do not want to continue to tax the town for donations so they will seek outside sources. There were other suggestions from Kent Johnson and ideas from the management team for raising funds. Kent Johnson asked if precautions were being done to prevent high costs to the utility bills. The management team explained what they have been doing. There was discussion on the age of the building and perhaps finding money to improve on the windows and doors to cut down on heating and cooling costs. Kent Johnson suggested that perhaps in the future the city could help with those expenses. Jack Forinash said if there is anything that PACT can assist the city with just let them know and they will help. Kathy Ryan said the Epicenter survey all of the street signs. This survey included specifics such as the conditions of the signs.

Philip Engleman asked to budget for a new HVAC unit at City Hall. Conae Black said she added \$15,000 into the working budget under Buildings and Grounds in the General Fund for that purpose. Kathy Ryan would like to budget for some street equipment, a dump truck, snow plow and loader. Conae Black suggested putting that expense into the C Road fund. Kathy Ryan would also like to purchase a grinder to grind down sidewalks that have become a trip hazard. This may cost about \$500 to purchase. Conae Black suggested that purchase to come out of the General Fund in the Streets department. With the cost only being \$500 it is not a capital outlay expense and it can be taken out of special department supplies. Kathy Ryan said another idea would be to rent a big grinder for a month to get all of the big jobs done and purchase a smaller one for all of the small jobs. Conae Black and Kathy Ryan talked about updating street signs. Kathy Ryan said there are a lot of signs that need attention. She decided to divide the town into sections and phase out the project. She would also like to redo the city billboard signs. She asked one sign company to give her a quote and was told if the city installed the signs then it would cost about \$2,000 a sign and there are two signs and the life of the sign would be about three years. Conae Black suggested leasing out part of each sign. Conae Black said Philip Engleman submitted in his budget requests for the water and sewer departments. There were not any big projects so it was just the general operations and maintenance of those departments. She said the only thing that she did not get from Philip Engleman was the budget for Buildings and Grounds. She added in the HVAC unit already and asked if there was anything else that he would like to adjust. Philip Engleman said no.

Conae Black explained some of the duties and responsibilities that she does which is not related to her position as City Recorder such as grant writing, writing plans and various other

tasks. She had a difficult time meeting all of the CIB grant requirements for the sewer lagoon updates that Water Quality is requiring the city to comply with and continue to do her duties as City Recorder. Gary Riches asked what the council could do to help her and Bryan Meadows. She requested the City Council consider hiring a deputy recorder. She has included wages and cost of employment into the working budget for a deputy recorder and a code enforcement officer and she would like to see both of those positions filled. Perhaps Bryan Meadows is so busy that he doesn't have the time to complete reports. Philip Engleman said the public works crew has been doing a lot of grounds maintenance work that the contractor should be doing. Conae Black said there have been complaints on the bathrooms. They are not being cleaned well. There was talk of not renewing the contract and perhaps hiring a seasonal employee. Conae Black said the public works crew is very unhappy with their wages. One reason is the grounds maintenance employee who makes \$20,000 a year to work two days a week and they do half of the work. The City Council said the public works crew has a right to be upset about that. The subject came back to the deputy recorder position. Conae Black said she had approached both Loni Meadows and Karen Smith about taking becoming a deputy recorder and neither one wanted that job. She spoke with Annalee Thayne about the new position also and explained that it would be a full time job that would require her to attend all City meetings and a lot of training. Annalee said she could not physically do that. Conae Black said she gets a disability check and she works for her dad so if she didn't have this position it wouldn't break her. The Council said there would not be a position for Annalee if she was not able to take on the deputy recorder tasks. Conae Black said one of the tasks that the city treasurer is doing right now to make a part time position for her is payroll and that responsibility could be given to the deputy recorder and the city treasurer's hours reduced. Penney Riches asked Conae Black that if a full time deputy recorder was hired could she also enforce the codes and take on that responsibility. Conae Black said yes but did not want to do animal control. The council said the public works crew could take on that task. Conae Black asked the council if they were given more titles such as public works crew member and animal control officer did they get more money. Both Kent Johnson and Philip Engleman said no.

Penney Riches said she needed some money for weed control. She explained that Roy Pfander had requested an upgrade to his seed spraying equipment and it would cost about \$2,300. The museum may need a new HVAC unit, cost unknown. It needs the parking lot patched and the floors redone. She thought this may cost about \$6,000. She would like to put in a camera and alarm system which could cost about \$9,350. She would like to move the gift shop budget back up to \$70,000 and advertising to \$4,000. The nonprofit would like \$9,000. She said the roof at the museum should last a couple of years and when it is replaced it should cost around \$66,000. She said the roof repairman told her the roof cannot be repaired any more. She would like to set money aside some money for that. She mentioned the need to put in another outside exit to the museum from downstairs and that the Museum nonprofit would like to find some money to put in a double layer and add onto the museum which would include another outside entrance from downstairs. Conae Black said that sounds like a capital project and it should be budgeted for there. There has been some money budgeted for a new stairwell in capital projects before. It has also been designed by an engineer. She is willing to redesign the outside watering system to use the water directly from the river but she needs help with that.

Conae Black said she put into the budget under the General Fund a suggestion for a full time code enforcement officer at \$14.00 an hour. Gary Riches did not feel like a full time code enforcement officer. Mayor Brady said he would like to see a code enforcement officer hired right away. Conae Black showed him the fire department budget and that she had budgeted for the new public safety building in Capital Projects.

Kent Johnson said wants the Solid Waste Fund to stay the same. He would like to budget \$10,000 for curb and gutters to finish out some projects. He increased his Parks and Recreation budget to \$42,000. He wants to replace some fencing and remove rocks. He would like to budget \$20,000 in Capital Projects for drainage. He wants to do some drainage on South Broadway. Kathy Ryan brought up the drainage problem on Green River Blvd. just off of her property. She would like to see that taken care of. He put \$3,500 into his budget to finish up the trap houses and other things at the Shooting Sports Park. Conae Black said it was not a big enough project to put in the Capital Projects fund and wanted it put into the Parks and Recreation department of the General Fund. He increased the budget for Melon Days this year.

Conae Black said she included wages for a Deputy Recorder in the General Fund under the administration department. This is for a full time position at \$12.00 an hour. Mayor Brady

asked about the budget for the archives. Conae Black said the wages for the archive employee is budgeted in the museum fund but nothing else. She said that grant money can be obtained for supplies. Penney Riches said the archives has just established some fees and should be generating some money so the city should budget some money for supplies. Mayor Brady said last year the city gave the CHEER organization \$10,000 with a match from the State for \$10,000. Penney Riches asked what this organization is doing for the city. Mayor Brady said Green river City is now recognized as a Communities That Care organization that encompasses professionals from Emery County. This organizations goal is to create a healthy environment and encourage respect. They advocate for the organization at many community functions. They are trying to find alternative activities so children will not turn to drugs and alcohol. He is asking for another \$10,000 again for the 2013 budget year.

Mayor Brady said the airport has underground fuel storage tanks and under State requirements it needs to have an AB Operator who maintain and report to the State on the tanks. This is a new State law. Some members of the Council suggested taking out the fuel tanks. Gary Riches asked if the code enforcement officer could be an airport AB Operator. Mayor Brady said yes anyone can if they work for the city or lease the airport.

The meeting adjourned at 8:31 p.m.

Pat Brady, Mayor

Conae Black, City Recorder

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