

City of Green River

460 East Main Street, Green River, Utah

City Council Minutes
Special Meeting
Tuesday, April 15, 2014

ATTENDING: Council Members Kathy Ryan, Michael Silliman, Penney Riches, Philip Engleman and Gary Riches; Employees Conae Black; Citizens, from Jones and DeMille Engineering Kendrick Thomas

ABSENT: Mayor Pat Brady

CONDUCTING: Mayor Pro Tempore Philip Engleman, the meeting began at 7:49 p.m.

ORDER OF BUSINESS:

1. Budget workshop. Mayor Brady had an excused absence. Mayor Brady stated in an email that Mike McCandless suggested the city budget \$10,000 in economic development that would be used to plan out a special assessment area for natural gas. Mayor Brady also said that the rest of his budget would be the same.

Kendrick Thomas asked if the city had a municipal building authority. Conae Black thought one already existed because of the loan structure for the medical center. She stated that loan was just paid off this current fiscal year. Kendrick Thomas said there are some advantages of having the grant for the new public safety building under the municipal building authority rather than the city. Conae Black said she would like to be advised on the municipal building authority. Kendrick Thomas said Jones and DeMille would study up on it. Conae Black felt that one was already created.

Kendrick Thomas left the meeting.

Conae Black said the best way to create a tentative budget would be for each member of the Council to submit their budget requests into her. She would take those requests and enter them into the budget system and after the requests were entered they could take a look and see the end results and make any necessary changes from there.

She stated that there would be a change in the CHEER funding. CHEER no longer qualifies for the CTC funding which was a \$10,000 grant with a \$10,000 match from the city. They have been able to secure funding from the Union Pacific Railroad that will replace those missing funds. She stated that she never knows what the plans are for CHEER so she doesn't exactly know how to budget for those expenses. That is one reason why the Administration department in the General Fund is showing an excess of expenditures in that budget due to CHEER's expenditures. You can always amend budgets and that can be corrected. Kathy Ryan asked if the city has approached CHEER to become independent of the city. Conae Black said city staff expressed that to them but does not know how the Council feels about it. Kathy Ryan stated that she would like to see CHEER become their own non-profit organization and not burden the city with their programs and budget.

Another unknown expense in the General Fund was exactly how much to budget for the Code Enforcement Officer. That budget seems to be coming along almost as we had planned for but has taken away some of the excess money we had to put away in the Capital Projects fund. The city paid off the loan for the medical center and transferred over a large sum of money into the museum fund to help with that deficit. As a result of all of this activity the General Fund will not have any leftover funds this year. Right now our General Fund is in the negative a little over \$5,000. The city has not been reimbursed for any of CHEER's grants as of yet. When that

reimbursement comes in that will cover the over expenditure in the general fund. It was brought up that the city was written up for not spending enough money out of the general fund last year. Conae Black explained that if that continues to happen year after year then the State will withhold our tax revenue until the city corrects the problem. The deficit amount in the museum fund was brought up. Penney Riches reminded the Council that she inherited that deficit. Kathy Ryan stated that Penney Riches has done a great job on bringing that deficit down. Conae Black said part of the problem was there was not enough general fund transferred over into the museum fund to subsidize that department.

Conae Black showed the Council where there was about \$900,000 saved up in the Capital Projects fund. She reinforced that the city will need to put in a substantial amount of money for the new public safety building. The city will also be able to use the ownership of the property as leverage when we submit a grant application into the Community Impact Board (CIB). When the city submits the grant we will ask for 70% grant and 30% loan but will probably get 50% grant and 50% loan. Another thing to consider is if we are awarded the money from CIB then the city needs to consider where that loan payment will be coming from which is probably the general fund. Another expense from the capital projects fund will be the museum roof replacement. She has received the estimate on that project which came in at \$98,000. Then there is the project the museum grounds project that Penney Riches has been working on for some time now. Penney Riches said that project will probably have to wait until more funds are available.

Conae Black said Mayor Brady has approached Johansen and Tuttle Engineering and Bryan Meadows about beginning the other CIB project right now but she felt the work load was too heavy and that project could wait until we finished some of these other projects. She stated that CIB will still have money available in October. That project has been put in the tentative 2015 budget.

Conae Black showed Kathy Ryan who is over the streets department where there was \$97,000 available in the C-Road fund. That gives her a little bit more money if she needed it. Some of that will probably be needed for the other CIB project. She asked if there was any new equipment that was needed.

The water and sewer funds are looking good. She didn't see a need to increase the rates. She knows that Water Quality is working on improving our sewer lagoons but we don't know what that will be as of today. Philip Engleman said he has decided not to go with the sewer lagoon bio domes. He explained that Water Quality was not really in favor of them and claimed they did not work near as well as Mr. Johnson said they did. He is working with Water Quality to drudge the sewer ponds. There was some discussion on maintenance and upgrades on the sewer lagoon system.

Conae Black showed where the solid waste fund has a negative of about \$48,000. Last year we the city ended up with a negative of \$23,000 but that negative balance has increased even more. That is even with the slight rate increase. She said one way to alleviate that burden would be for the public works department to not code as much of their time to solid waste. There are things that have to be done at the land fill. They need to check on it frequently because there are people who illegally dump out there. She knows that Chet Hunt has talked to Michael Silliman about better signs in both Spanish and English. Philip Engleman didn't feel that signs would help the problem. Conae Black said maintenance is necessary but felt there could be less time spent at the landfill. She said rates could be raised again but didn't think that would go over very well because our garbage rates are already higher than any other rates in our county. Another option would be to transfer over general fund money to help with the costs. Philip Engleman felt we couldn't charge for the use of the transfer station. One indication of that was the public filling up the dumpsters at the parks. To summarize the choices they are cut back on labor, raise the rates and transfer over general fund money or even all three of them.

Conae Black showed where the recreation fund was in the negative but stated that was from previous years. The current year is not in the negative. Gary Riches asked if the recreation fund was where Melon Days was budgeted. Conae Black said yes. She stated all community activity grants come from this fund. The city usually grants \$1,000 to the Special Olympics, \$500 to MECCA Bicycle Club and this year we could grant the PTSA money that they requested. PACT has requested \$14,000 to pay for their utilities and the Medical Center has requested \$12,000.

Conae Black stated that the last fiscal year the museum was \$304,500 in the negative and this year Penney Riches has decreased that negative amount so far to \$183,000. It is only through March and there is still three more months in this fiscal year to go. Hopefully the museum will be busy enough to offset the expenses. There is a newly hired employee at the museum but to offset that expense she suggested that JoAnn Chandler wages should come out of the general fund.

There was some discussion on the value of having representation from the City of Green River at the Emery County Economic Development meetings. Gary Riches said according to Keith Brady there is funding available from the Emery County Travel Bureau for an information sign.

A question came up from Penney Riches asking for more clarification on CHEER funding. Conae Black explained after this fiscal year the city's contributions will be the building for the youth programs, paying for the water, sewer and power to the Pirates Den, they are insured through the city's insurance and wages for city employees to administer the grants. She reminded them that the city receives about \$5,000 from the State of Utah Liquor Fund Allotment because of the CHEER programs. Otherwise that money would go to Emery County. Kathy Ryan stated that she would reinforce to CHEER the need to request their reimbursements in a timely matter. Conae Black stated that it has been frustrating to get all of the receipts for CHEER expenses mostly because these are reimbursable grants and the grantor do not reimburse unless you can show proof of purchase. The purchases have been made because they show up on the statements but the grantors do not reimburse from statements they need to see the receipt.

Conae Black stated that the possible employee consultant from Banasky Insurance called. His name is Doug Peterson who works with Arthur J. Gallagher Association. Amongst other things they consult for Human Resources and Attorneys. Doug Peterson said according to HB 333 there is a new law in place where they may or may not be able to provide any employee consulting to the city for free. She doesn't know if First West who stated they would provide those services to the city for free is aware of this or not. Doug Peterson asked what the criteria was for any newly hired employee or what the criteria was for employee's pay increases. Her answer to that is there are not any criteria in place. She just told him some of what goes on such as there is a lot of discussion and a lot of frustration and it would be nice to have some guidance on that. Philip Engleman said there wasn't any frustration for him. He thought it was pretty simple. Conae Black said to look in the Utah League of Cities and Towns handbook under employee compensation and read the first two paragraphs. She felt they hit the nail on the head with their comments. There are just too many laws in place for a volunteer group to try and implement an employee compensation plan. We might just need to start paying for those types of services. Doug Peterson said he would get back with me. There might be some things they could provide for free if not then he will let me know what the hourly rate will be.

Conae Black asked the City Council to come up with one more day to go over the tentative budget before the first meeting in May. It was decided to hold another meeting on April 23, 2014. She asked for their department budget requests to be in to her before the 23rd because it takes a while to input that information. Kathy Ryan stated that she wanted to keep her budget the same. She wants another \$3,000 to upgrade the street signs. All budget requests were submitted into Conae Black.

There was some discussion on some future projects and budget requests from each member of the Council such as museum displays, curb, gutter and drainage, improvements at the Shooting Sports Park and more money for Melon Days.

There was some discussion on a Personnel Director.

2. Adjourn. The meeting adjourned at 8:54 p.m.

Pat Brady, Mayor

Conae Black, City Recorder

Approved: _____