

City of Green River

460 East Main Street, Green River, Utah

City Council Minutes
Regular Meeting
Tuesday, June 9, 2015

ATTENDING: Mayor Pat Brady, Council Members Kathy Ryan, Michael Silliman and Philip Engleman; Employees Julie Spadafora, Bryan Meadows; Citizens Brian Brooks, Travis Bacon, Mary Winters, Kim McFarlane, Maria Sykes, Katie Anderson, Samuel Bassett, Armando Rios, Pete Collard, Alice Masters, Bridget Meadows, Orion Stand-Gravois

ABSENT: Penney Riches, Gary Riches

CONDUCTING: Mayor Pat Brady, the meeting began at 7:10 p.m.

ORDER OF BUSINESS:

The Pledge of allegiance is directed by Philip Engleman.

1. Discuss/approve/deny consent agenda. Mayor Brady said the May 2015 Treasurer's report is not done and pulled that from the consent agenda. **MOTION:** Kathy Ryan moved to approve the consent agenda with corrections to the minutes. Michael Silliman seconded the motion. **VOTE:** Michael Silliman, Kathy Ryan and Philip Engleman voted aye. The motion carried.

Minutes for May 11, 2015 special meeting
April 2015 Recorder's financial report
May 2015 Treasurer's report
June 2015 Payment Approval report

2. Public Hearing. The purpose of the Public Hearing is for public comments on increasing or decreasing the 2014/2015 budget amounts and for the proposed 2015/2016 Budget. The meeting began at 7:12 p.m.

Mayor Brady stated the City of Green River is to the end of the 2015 fiscal year and it is necessary to amend the budget. This year the General Fund has an excess of \$483,759 that will be transferred over to the Capital Projects Fund. This excess is due to several reasons, one is the City Council has been conservative in their spending while continuing to make improvements. Another reason is the loss of two city employees and finally the last reason is revenue came in higher than planned or expected which is what we always hope for. The City Council has plans for water, sewer and drainage improvements for the 2016 fund year, front desk changes at the museum, improvements at the Shooting Sports Park and money towards planned trails projects. Other amendments were made as there was a need to increase or decrease some line items in the different departments. Additionally another \$50,000 will be transferred over to the museum fund to help offset that deficit and keep the city in compliance with the General Accounting Standards. For the 2015 fund year Capital Projects funded a new roof for the museum, the Shooting Sports Park did some ground work and money was spent towards the new fire house. The water department did some much needed improvements and some adjustments to the budget are necessary to account for those expenses. There were some small amendments needed in the sewer fund. There were also some areas in the museum fund where the budget needed to increase and decrease.

The 2016 fund year all of the Council requests were met. Some anticipated projects will be more planning and development for the trails, replacement of some street signs, chip sealing of some roads and some updates to the parks beside the projects previously stated. With the help of the Epicenter the city is anticipating another great year with special events. We will continue on with the July 4th and Melon Days celebrations. Tim Glenn is doing a great job as Director of the Museum and continues to make much needed improvements and added programs. The Community Activity Grants that the City will be awarding are \$1,000 to the

Special Olympics, \$500 to the MECCA Bicycle Club, \$500 to the PTSA, \$12,000 to the Medical Center, \$8,800 to PACT and \$5,250 to the Epicenter. The Council has decided to give the employees a 1.7% cost of living raise. Tracy Johnson has been offered the seasonal job for grounds maintenance. Kent Brewer will be receiving a raise from \$13.12 an hour to \$15.12 an hour. That is the report on the 2015 budget and the upcoming 2016 budget. Now it is open for public comment.

Samuel Bassett said he noticed a few things. There are a lot of departments that have buildings and grounds maintenance and utility expenses that are pretty high. Mayor Brady asked which departments. Samuel Bassett said in the General Fund under the Buildings and Grounds Department line 4425 and 4427. In the Fire Department line 5226, in the Animal Control Department line 5726. Mayor Brady asked him what was under Animal Control. Samuel Bassett said there was \$5,000 budgeted for buildings and grounds maintenance. Mayor Brady said that was in anticipation of getting a new Ordinance Officer and improving the building. He noticed that someone has ripped off the doors to the animal holding shed. Samuel Bassett said in the Buildings and Grounds Department there is \$10,000 budgeted in the buildings and grounds line item which doesn't make sense when there has only been \$1,600 spent thus far. The budget for the utilities in that department is \$25,000 seems high. Kathy Ryan said all of the street lights are paid from the Buildings and Grounds utilities. He is sure there is an explanation but was just wondering about it. Philip Engleman said we budgeted \$20,000 a year for the rental on the Back-hoe but have since discovered that will only be \$900 a year so that budget line item will need to change. Mayor Brady said the budget is only a projection. Philip Engleman said that budget amount was intended to either lease or buy a Back-hoe but the actual amount has changed. Kathy Ryan said it is tentative because we need to do more work. We have approved it as the tentative budget for now and we can always open it later to readjust for more fine tuning.

Maria Sykes asked if anything bad happens if you open the budget for something or do you just adjust it at the end of the year. Mayor Brady said no and this year we had over \$400,000 left over because we didn't spend everything that we had budgeted to spend. The same thing with the \$25,000, if we don't spend it then they can roll it over into something else. Maria Sykes asked if there was some kind of negative impact for not budgeting properly. Mayor Brady and Kathy Ryan said no. Mayor Brady said by State law the city has to keep a certain percentage in the General Fund. He thinks it is 21% of the total budget. The City cannot go over that or there are consequences. That is why we have to move it out and put it into the Capital Projects fund. With the money from the Capital Projects fund the city does big projects such as the new roof or a new vehicle.

Mayor Brady asked for further comments and there were none. The Public Hearing on the Budget closed at 7:21 p.m.

3. Discuss/approve/deny contract with Epicenter for Trails Planning and Development. Mayor Brady said this has already been discussed in the budget work session and he recommends that the City enter into this contract with the Epicenter. **MOTION:** Philip Engleman made a motion to approve the contract with the Epicenter for Trails Planning and Development. Kathy Ryan seconded the motion. **VOTE:** Michael Silliman, Kathy Ryan and Philip Engleman voted aye. The motion carried.

4. Discuss/approve/deny hiring Tracy Johnson for Grounds Maintenance. **MOTION:** Michael Silliman made a motion to hire Tracy Johnson for Grounds Maintenance. Philip Engleman seconded the motion. **VOTE:** Michael Silliman, Kathy Ryan and Philip Engleman voted aye. The motion carried.

5. Discuss/approve/deny a hiring selection committee for the newly posted jobs. Mayor Brady said he will serve on that committee and would also like to see Philip Engleman to be on that committee. He said that Kent Brewer has requested to be a part of the selection committee. He would like to see one more member of the City Council and someone else. He asked Kathy Ryan if she would serve on this committee. Kathy Ryan agreed to serve on the committee. Mayor Brady asked Travis Bacon who was present to the meeting if he would serve on this committee.

He agreed to serve. **MOTION:** Philip Engleman made a motion for Mayor Brady, Philip Engleman, Kathy Ryan, Kent Brewer and Travis Bacon to serve on a hiring selection committee for the newly posted jobs. Michael Silliman seconded the motion. **VOTE:** Michael Silliman, Kathy Ryan and Philip Engleman voted aye. The motion carried.

6. Discuss/approve/deny amendments to the 2015 Budget. **MOTION:** Kathy Ryan made a motion to approve the amendments to the 2015 Budget. Michael Silliman seconded the motion. **VOTE:** Michael Silliman, Kathy Ryan and Philip Engleman voted aye. The motion carried. The amendments are as follows:

General Fund

Description	Original Budget	Revised Budget
Budgeted Revenue:	903,430	1,417,124
Budgeted Expense:	903,430	1,417,124
Budget Totals:	0	0
Revenue:		
Intergovernmental revenue		
3333 - FRANCHISE DIST - EMERY TELCOM	1,500	1,900
Miscellaneous revenue		
3669 - SUNDRY REVENUE	500	2,000
3670 - DONATIONS	200	620
3671 - CREDIT CARD SERVICE FEES	200	680
3782 - SALE OF MATERIALS	0	1,000
3895 - RECOVERY OF LOSS	0	26,060
Contributions and transfers		
3810 - GEN FUND BAL TO BE APPROPRIATE	0	483,759
3898 - GRANTS FROM OTHER GOVT UNITS	55,000	55,075
Expenditures:		
General government		
Administrative		
4111 - Admin SALARIES AND WAGES	120,000	128,700
4112 - Admin COUNCILMEMBER NOMINAL FEE	1,200	1,100
4113 - Admin COST OF EMPLOYMENT	13,000	12,000
4114 - Admin RETIREMENT BENEFITS	14,000	17,500
4115 - Admin HEALTH INSURANCE BENEFITS	40,000	27,000
4122 - Admin PUBLIC NOTICES	500	700
4123 - Admin TRAVEL, MEALS & LODGING	13,000	12,000
4124 - Admin OFFICE SUPPLIES	30,000	21,240

4125 - Admin EQUIPMENT MAINTENANCE	2,000	500
4126 - Admin BUILDING & GROUNDS MAINTENANCE	5,000	3,500
4127 - Admin UTILITIES	6,000	6,750
4128 - Admin TELEPHONE	6,500	7,400
4129 - Admin RENTS, LEASES & PERMITS	0	1,200
4131 - Admin PROFESSIONAL SERVICES	30,000	83,400
4132 - Admin MAINTENANCE CONTRACTS	5,000	4,000
4133 - Admin DUES & MEMBERSHIPS	2,000	1,650
4134 - Admin G R CANAL CO WATER SHARES	2,000	2,330
4137 - Admin ECONOMIC DEVELOPMENT	18,000	17,500
4138 - Admin PROMOTIONAL ADVERTISING	5,000	0
4145 - Admin POSTAGE AND SHIPPING	4,500	2,300
4151 - Admin INSURANCE AND SURETY BONDS	63,000	62,100
4155 - Admin BANK SERVICE FEES	6,000	8,000
4156 - Admin GASCARD SERVICE FEES	250	225
4161 - Admin MISCELLANEOUS SUPPLIES	4,000	5,300
4164 - Admin BEAUTIFICATION COMM PROJECTS	0	45
4174 - Admin CAPITAL OUTLAY - EQUIPMENT	5,000	0
Buildings and grounds		
4411 - Bldg SALARIES AND WAGES	20,000	21,200
4413 - Bldg COST OF EMPLOYMENT	2,000	2,250
4414 - Bldg RETIREMENT BENEFITS	2,500	3,600
4415 - Bldg HEALTH INSURANCE BENEFITS	6,000	8,700
4424 - Bldg SHOP\OFFICE SUPPLIES	0	5,000
4425 - Bldg EQUIPMENT MAINTENANCE	500	600
4426 - Bldg BUILDING & GROUNDS MAINTENANCE	8,000	1,800
4427 - Bldg UTILITIES	2,500	2,200
4474 - Bldg CAPITAL OUTLAY - EQUIPMENT	30,000	0
Information Center		
4611 - Info SALARIES AND WAGES	24,000	16,200
4613 - Info COST OF EMPLOYMENT	2,000	1,500
4614 - Info RETIREMENT BENEFITS	1,000	800
Public safety		
Fire		
5213 - Fire COST OF EMPLOYMENT	1,000	1,200
5223 - Fire TRAVEL, MEALS AND LODGING	2,500	1,700
5224 - Fire OFFICE/CLEANING SUPPLIES	650	1,700
5225 - Fire EQUIPMENT MAINTENANCE	3,000	2,500
5226 - Fire BUILDING & GROUNDS MAINTENANCE	400	120
5227 - Fire UTILITIES	5,000	3,850

5228 - Fire TELEPHONE	300	600
5230 - Fire FUEL AND OIL	2,000	1,750
5236 - Fire VOLUNTEER FIREMEN NOMINAL FEE	7,500	6,100
5239 - Fire TRAINING AND CERTIFICATION	500	200
5241 - Fire SPECIAL DEPARTMENT SUPPLIES	500	1,300
Animal control		
5711 - Animal SALARIES AND WAGES	24,000	8,000
5713 - Animal COST OF EMPLOYMENT	2,500	1,000
5714 - Animal RETIREMENT BENEFITS	3,500	1,300
5715 - Animal HEALTH INSURANCE BENEFITS	3,500	1,000
5723 - Animal TRAVEL, MEALS AND LODGING	1,000	0
5728 - Animal TELEPHONE	800	300
5730 - Animal FUEL AND OIL (GASOLINE)	800	715
5739 - Animal TRAINING AND CERTIFICATION	800	0
5741 - Animal SPECIAL DEPARTMENT SUPPLIES	1,000	200
Highways		
6111 - Streets SALARIES AND WAGES	18,000	19,000
6113 - Streets COST OF EMPLOYMENT	2,500	2,000
6114 - Streets RETIREMENT BENEFITS	2,500	2,900
6115 - Streets HEALTH INSURANCE BENEFITS	7,500	7,200
6124 - Streets STREET SUPPLIES	1,500	3,500
6125 - Streets EQUIPMENT MAINTENANCE	4,000	2,500
6126 - Streets BUILDING & GROUNDS MAINTENANCE	30,000	2,000
6127 - Streets UTILITIES	20,000	19,000
6130 - Streets FUEL AND OIL	2,500	3,300
6141 - Streets SPECIAL DEPARTMENT SUPPLIES	6,000	0
6173 - Streets CAPITAL OUTLAY - IMPROVEMENTS	3,000	3,600
Airport		
6526 - Airport BUILDING & GROUNDS MAINTENANCE	1,000	340
6531 - Airport PROFESSIONAL SERVICES	500	0
6541 - Airport SPECIAL DEPARTMENT SUPPLIES	400	0
6573 - Airport CAPITAL OUTLAY - IMPROVEMENTS	0	34,200
Curb & Gutter		
6273 - Streets CAPITAL OUTLAY - IMPROVEMENTS	10,000	26,000
Parks		
7111 - Parks SALARIES AND WAGES	10,000	15,900
7113 - Parks EMPLOYEE BENEFITS	1,100	1,800

7114 - Parks RETIREMENT	1,120	1,700
7115 - Parks HEALTH INSURANCE BENEFITS	3,000	4,700
7122 - Parks PUBLIC NOTICES	110	0
7123 - Parks TRAVEL, MEALS AND LODGING	700	0
7124 - Parks REST ROOM SUPPLIES	700	1,200
7125 - Parks EQUIPMENT MAINTENANCE	8,000	6,000
7126 - Parks BUILDING & GROUNDS MAINTENANCE	15,000	11,400
7127 - Parks UTILITIES	5,000	4,400
7130 - Parks FUEL AND OIL	500	1,100
7141 - Parks SPECIAL DEPARTMENT SUPPLIES	600	900
7173 - Parks CAPITAL OUTLAY - IMPROVEMENTS	10,000	0

Transfers

9019 - TRANSFER TO CAPITAL PROJECT	0	483,759
9090 - TRANSFER TO MUSEUM FUND	100,000	150,000

Capital Projects Fund

Description	Original Budget	Revised Budget
Budgeted Revenue:	0	483809
Budgeted Expense:	2704500	121726
Budget Totals:	-2704500	362083

Change In Net Position

Revenue:

Interest

3661 - INTEREST EARNINGS	0	50
Total Interest	0	50

Contributions and transfers

3896 - TRANSFER FROM GENERAL FUND	0	483759
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Expenditures:

General government

Buildings and grounds

4063 - EMERGENCY SERVICES BUILDING	2700000	59291
4073 - MUSEUM IMPROVEMENTS	0	57955

Parks, recreation, and public property

Parks

4078 - SHOOTING SPORT PARK	4500	4480
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<u>Water Fund</u>	Original	Revised
Description	Budget	Budget
Budgeted Revenue:	402850	406550
Budgeted Expense:	386000	406550
Budget Totals:	16850	0
Income or Expense		
Income From Operations:		
Operating income		
3443 - WATER CONNECTION FEES	600	2400
3662 - PENALTIES	0	3500
3663 - RECONNECT FEES	100	150
3669 - MISCELLANEOUS	0	500
Operating expense		
4011 - SALARIES AND WAGES	74000	60000
4013 - COST OF EMPLOYMENT	8000	6500
4014 - RETIREMENT BENEFITS	8000	11000
4015 - HEALTH INSURANCE BENEFITS	34000	31700
4022 - PUBLIC NOTICES	100	250
4023 - TRAVEL, MEALS AND LODGING	2000	1025
4024 - WATER SUPPLIES	1000	800
4025 - VEHICLE & EQUIPMNT MAINTENANCE	1000	1600
4026 - DISTRIBUTION SYSTEM MAINT	30000	72000
4027 - UTILITIES	38000	39000
4028 - TELEPHONE	2100	3200
4030 - FUEL AND OIL	2500	2400
4031 - PROFESSIONAL SERVICES	3000	11325
4034 - WATER SAMPLE TESTS	4000	4155
4039 - TRAINING AND CERTIFICATION	1000	510
4041 - WATER TREATMENT CHEMICALS	15000	12815
4045 - POSTAGE AND SHIPPING	400	300
4065 - DEPRECIATION	145000	133000
Non-Operating Items:		
Non-operating income		
3474 - IMPACT FEE	2000	0
3661 - INTEREST EARNINGS	150	0
Non-operating expense		
4082 - DEBT INTEREST EXPENSE	16000	14070

Sewer Fund

Description	Original Budget	Revised Budget
Budgeted Revenue:	250000	345000
Budgeted Expense:	124800	107435
Budget Totals:	125200	237565

Income or Expense

Income From Operations:

Operating income

3669 - SUNDRY REVENUE	0	15000
3773 - SEWER SALES	250000	240000

Operating expense

4011 - SALARIES AND WAGES	28000	27000
4013 - COST OF EMPLOYMENT	3000	2700
4014 - RETIREMENT BENEFITS	3800	4625
4015 - HEALTH INSURANCE BENEFITS	15000	13500
4023 - TRAVEL, MEALS AND LODGING	300	50
4024 - SEWER SUPPLIES	400	300
4025 - EQUIPMENT MAINTENANCE	2000	4520
4026 - COLLECTION SYSTEM MAINTENANCE	15000	11140
4031 - PROFESSIONAL SERVICES	10000	600
4039 - TRAINING AND CERTIFICATION	300	0

Transfers in

3398 - GRANTS FROM OTHER GOV UNITS	0	90000
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Non-operating expense

4082 - DEBT INTEREST EXPENSE	25000	21000
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Description	Original Budget	Revised Budget
Budgeted Revenue:	222500	345300
Budgeted Expense:	246575	269330
Budget Totals:	-24075	75970

Income or Expense

Income From Operations:

Museum Fund

3669 - MUSEUM SUNDRY REVENUE	0	9800
3678 - MUSEUM ADMISSIONS	20000	40000
3781 - MUSEUM GIFT SHOP SALES	81000	122000
Operating expense		
4011 - SALARIES AND WAGES	82500	80000
4012 - CONTRACT LABOR	0	5500
4013 - COST OF EMPLOYMENT	5100	7000
4014 - RETIREMENT BENEFITS	4200	8400
4015 - HEALTH INSURANCE BENEFITS	10000	11400
4025 - EQUIPMENT MAINTENANCE	1000	2000
4026 - BUILDING & GROUNDS MAINTENANCE	13000	6000
4027 - UTILITIES	20000	25000
4028 - TELEPHONE	3100	3600
4030 - FUEL AND OIL	0	500
4031 - PROFESSIONAL SERVICES	500	5130
4033 - DUES & MEMBERSHIPS	150	0
4038 - PROMOTIONAL ADVERTISING	5500	8500
4039 - TRAINING AND CERTIFICATION	800	0
4041 - SPECIAL DEPARTMENT SUPPLIES	4500	10000
4045 - POSTAGE AND SHIPPING	25	300
4061 - MISCELLANEOUS SUPPLIES	200	0
Non-Operating Items:		
Non-operating income		
3691 - DONATIONS	6500	3000
3899 - GRANTS FROM OTHER GOVT UNITS	15000	19800
Transfers in		
3896 - GRANTS FROM OTHER OUTSIDE SOURCES	0	700
3897 - TRANSFER FROM GENERAL FUND	100000	150000

7. Discuss/approve/deny 2016 Budget. **MOTION:** Philip Engleman moved to approve the 2016 Budget. Kathy Ryan seconded the motion. **VOTE:** Michael Silliman, Kathy Ryan and Philip Engleman voted aye. The motion carried.

8. Department and employee reports. Michael Silliman said Little League will be starting up soon. He is planning on planting some more trees at the parks. Kathy Ryan reported that the GRIT clean-up day was successful. 33 people showed up to help which added up to over 100 hours of work. They worked on South Broadway and are planning an appreciation dinner this Friday at the park. GRIT has some benches that still need to be placed but she is waiting on Blue Stakes to mark utility lines first. Philip Engleman stated that Price River Water District came and helped out at the water treatment plant and everything is now back on schedule. He said the city will be leasing a new back-hoe for \$975 a year. Kathy Ryan asked if they deliver. Philip Engleman said yes, it will be coming directly from the factory. Mayor Brady said he saw the contract in the email and will print that up, sign it and send it off. This has already been approved through the budget. Mayor Brady read an email from Chris Lezama who is the Special Events Coordinator. He said he has connected with Karen Smith to get an idea of what is needed for the July 4th event. He asked the Council how many hamburger patties to buy and what he had to spend. He asked if the City Council would grill the hamburgers. He will connect with the churches on bringing side dishes, the Epicenter will lead the children's game, and he will ask PACT for patriotic songs, Michelle Corrigan to lead the children's bike parade and the community to participate in the pie baking contest. Flyers should be going up in the next couple of weeks. By the next City Council meeting Chris Lezama will have a report on work performed as well as a tentative list of upcoming events. The rocket competition is coming back again. He explained some of the activities that will happen with the rocket competition. Mayor Brady praised the rocket competition. Chris Lezama said he continues to work with Julie Zwahlen on Melon Days. Maria Sykes announced the "This is Green River exhibit" at the museum. Mayor Brady contacted Bill Rees yesterday and he was excited to hear that the Fire District will sponsor the assessment. He sent an application to him. Bill Rees will be contacting the EPA and let them know that we are getting this done. The city has been having phone conversations with Emery Refinery and that project is still in the works. The problem was since the price of oil dropped they had to go back to their financiers and prove to them that they were still a viable project. There is a uranium mill that is looking to come into the West Industrial Park. There are some good things happening and hopefully we will see some better employment in town. He spent some time today visiting with the Lt. Governor and the Director of the Governor's Office of Economic Development. A lot of these people are here in town because the Epicenter has been inviting them for quite a while. They started off at the Tamarisk Restaurant and the Lt. Governor went to Goblin Valley where a new trail just opened up there. He thanked GRIT for their recent clean-up project on Broadway. This was a Broom's on Broadway project and their slogan is "one street at a time."

9. Adjourn. The meeting adjourned at 7:39 p.m.

Pat Brady, Mayor

Conae Black, City Recorder

Approved: August 11, 2015