

MINUTES OF A REGULAR COUNCIL MEETING

August 7, 2018

The meeting was called to order at 5:30 p.m. by Mayor JR Bird.

A roll call was taken which showed council members Aaron Weight, Dustin White, David Labrum, and David Baird present. Joe Burdick was excused. Mayor JR Bird stated that the meeting was a regularly called meeting and that notice of the time, place and agenda of the meeting had been provided to the local news media, to each member of the governing body, and was posted on the city web page and the state public meetings web page.

Others present included City Manager Ryan Snow, City Recorder Carolyn Wilcken, Finance Director/Assistant City Manager John Zilles, Public Information Officer LeeNichole Marret, Hal Huff, Nichole Wilson, Peyton Wilson, Pyper Wilson, Park Burdick, Chris Anderton, Jed Maddocks, Preston Kadleck, Grant Charles, and Jeanette Johnson present.

Opening prayer was given by Dustin White.

MINUTES

A motion was made by Councilman David Labrum to approve the minutes of the regular meeting of July 17 2018, as presented. Motion was seconded by Councilman David Baird. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

PUBLIC COMMENT PERIOD

There were no comments made.

MASTER SITE PLAN – THE S.A.P. SHACK

Applicant did not appear.

CIB FINAL BOND RESOLUTION NO 2018-287 A RESOLUTION AUTHORIZING THE \$160,000 EXCISE TAX ROAD REVENUE BONDS

Mayor JR Bird explained that this is a public hearing to consider Resolution 2018-287 which authorizes a loan from the Community Impact Board to fund improvements to the road on 800 South and the northeast section of Roosevelt. The public was invited to respond with any comments or questions. There were no comments. After review and discussion, a motion was made by Councilman Aaron Weight to pass Resolution 2018-287, a resolution authorizing the \$160,000 excise tax road revenue bonds. Motion seconded by Councilman Dustin White. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously. Council is pleased with the progress being made with improving infrastructure in Roosevelt.

PERSONNEL POLICY UPDATE

City Manager Ryan Snow explained to Council the purpose for this addition to the personnel policy. This isn't a change in policy, it is a clarification of what we are currently doing. After review and discussion, a motion was made by Councilman Aaron Weight to adopt the recommended additions plus add wording indicating this section of the personnel manual complies with state code, as amended. Motion seconded by Councilman David Labrum. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

ANNEXATION PETITION PRESENTATION – WILLS PROPERTY

City Recorder Carolyn Wilcken presented Council with a Petition of Annexation for property owned by Rocky Wills and submitted by John Wills, to be known as the "Wills Annexation". After presentation, a motion was made by Councilman Aaron Weight to authorize proceeding with the annexation process of the Wills Annexation Petition. Motion seconded by Councilman David Labrum. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

GRAYHAWK LOOP UPDATE

City Manager Ryan Snow explained some recommendations of how we can better facilitate the process of property matters presented to Roosevelt City. There were three specific recommendations.

- 1) Building permits reviewed by a second person. Develop a flowchart to insure compliance with the most current code.
- 2) Mandatory training for P & Z Committee members to help better promote Roosevelt as business friendly while maintaining a consistent and independent review.
- 3) Update land use chapters to improve the usability of the code to help Council, P & Z, staff and the public to easily understand land use codes and restrictions.

Mayor Bird commented on the building permit process on the Grayhawk Loop construction. He addressed his concerns. After discussion, a motion was made by Councilman Aaron Weight to support staff proceeding with the process as already begun. Motion seconded by Councilman David Labrum. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

PURCHASE ORDERS

A motion was made by Councilman David Labrum to approve the following purchase orders. Motion seconded by Councilman Dustin White. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

75891	Condie Construction Co.	\$ 88,610.20
75892	Condie Construction Co.	101,547.58
75890	Maverick Construction	37,146.40
75884	Hube's Construction	55,645.00
75885	Hube's Construction	41,124.65

75894	L & L Motor Co.	25,380.00
75896	Civco Engineering, Inc.	29,012.00
75898	Jones & DeMille Engineering	30,000.00
75899	Ascent Aviation Group	18,653.82
75900	Ascent Aviation Group	27,266.16
	Visa Credit Card – June 2018	790.00
	L & L Motor Co.	37,000.00
	K & K Sanitation	66,349.03
	Condie Construction Co.	18,820.82
	Moon Lake Electric	21,412.44
	PEHP	<u>38,470.94</u>

TOTAL \$637,409.14

STANDING COMMITTEE REPORTS

Mayor Bird stated he attended an economic development meeting. Aaron Weight asked that we send an appreciation letter to Chad Mortensen for his work with UBIC.

CITY MANAGER REPORT

Ryan Snow reported we are proceeding on the sidewalk installation project by East Elementary. The main lines of the 800 South water and sewer are finished. October 15th is still the date secondary water will be terminated for the season.

CLOSED SESSION

A motion was made by Councilman David Baird to go into a closed session to property matters, then convene back into a regular city council meeting. Motion seconded by Councilman David Labrum. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

A motion was made by Councilman Aaron Weight to adjourn the meeting. Motion seconded by Councilman Dustin White. Those voting Aye were Aaron Weight, Dustin White, David Labrum, and David Baird. Motion carried unanimously.

Meeting adjourned at 7:20 p.m.

Roddy I. Bird Jr., Mayor

ATTEST:

Carolyn Wilcken, Recorder