

APPROVED

**TOWN OF MANILA WORK SESSION
MANILA TOWN OFFICE
145 E HWY 43
THURSDAY, MAY 11, 2017 AT 5:30 PM
MINUTES**

MEETING CALLED TO ORDER: Mayor Gretchen Northcott called the meeting to order at 5:35 PM.

PRESENT: Mayor Gretchen Northcott, Council Member Randall Browning, Council Member Greg Scott, Council Member Alan Staggs, Marlena Connor, Town Clerk. Council Member Ross Catron was excused.

GUESTS: Mike Erikson with Utah Division of Forestry, Fire and State Lands

MIKE ERIKSON: FORESTRY COOPERATIVE AGREEMENT: Mike Erikson with Utah Division of Forestry, Fire and State Lands came to talk to the Town Council about a cooperative agreement that is good for 5 years, but the Town can chose to opt out at anytime. The agreement is for incase the town ever had a large fire and the state had to help with putting out any fire the state would send the town a bill. If the Town opts into the agreement it would make the town clear of any costs incurred. The plan costs \$708.00 per year, but can also be applied or paid as sweat equity. There is a \$20,000 Catastrophic wild land fire funds grant for the Town of Manila's Fire Department. The Town got an extension to use the grant that needs to be used as soon as possible. Council Member Randall Browning is hoping to talk to the Town of Dutch John and see if they are going to use the grant/fire truck from the state. If not it could be another viable prospect for the Town of Manila's Fire Department.

TOWN COUNCIL REPORTS AND ASSIGNMENTS:

GREG SCOTT: SAFETY COMMITTEE PROCEDURE MANUAL UPDATE: Council Member Greg Scott met up with the public works department and talked about putting a safety procedure together. Mayor Gretchen Northcott and Council Member Greg Scott set a meeting date for May 23, 2017 at 9:00 A.M.

RANDY BROWNING: PLANNING & ZONING UPDATE: Council Member Randall Browning gave an update on Planning & Zoning. Everything is going fairly well. Planning & Zoning have taken care of some issues, and have a few more issues with some residents building plans that are non compliant, but Planning and Zoning are working on it.

POLICY: PAYROLL ADMINISTRATION: Town Council decided to make changes to the policy. Mayor Gretchen Northcott will rewrite the policy and bring back to the Council for approval.

ADJOURNMENT: Council Member Greg Scott made a motion to adjourn the work session. Council Member Alan Staggs seconded the motion. All were in favor. The meeting was adjourned at 6:43 P.M.

Gretchen Northcott, Mayor

Marlena Connor, Town Clerk