

**TOWN OF MANILA PUBLIC HEARING & REGULAR MEETING
TOWN MEETING ROOM
145 E HWY 43
JUNE 10TH, 2021, AT 5:30 P.M.**

MINUTES

PUBLIC HEARING FOR THE BUDGET

CALLED TO ORDER: Mayor Coombs called the public hearing to order at 5:34 P.M.

PRESENT: Mayor David Coombs, Council Members Randall Browning, Greg Scott, Gretchen Northcott, and Marlena Connor, Town Clerk.

GUESTS: Matt Tippetts, and Bob Ford

2020-2021 BUDGET REVISIONS: Council Member Northcott explained that the revisions need to be submitted by June 22, 2021, and the Town Clerk, Marlena has been projecting forward with the revisions being highlighted for the ease of seeing the updates.

2021-2022 BUDGET APPROVAL: Council Member Northcott told the council to focus on the column that says “annual budget” every year we look at what and how the numbers are allocated, raising and lowering numbers. There was \$50,000 that is in the sewer equipment line item that will be revised.

Council Member Northcott asked if there were any questions or concerns from the public. Mr. Tippetts said he appreciates the fiscal responsibility of the town council, and that it’s a challenge to do everything with limited resources. Council Member Northcott said that the town doesn’t have a large budget but they, have been trying to get some projects done such as buying the firetruck that was needed, and now focusing on storm drainage, updating the general plan, and updating Planning and Zoning Ordinances.

Mr. Ford said that the town is metering the sewer lagoons to get an idea of the town’s capacity, and that is proactive as well.

PUBLIC COMMENT: Commissioner Tippetts said he had a public comment regarding the budget. The county, in conjunction with the Trails Committee, applied for a Utah of Transportation grant for alternative transportation of a paved bike path. It will go on the Southside of the Highway from the main intersection in Manila to Lucerne Valley Marina. It will be 8-9 paved miles of a bike path. The state legislator allocated more money towards the program this year. The County and Trails Committee is in the running for an 80% grant 20% match. The trail will travel through 4 entities. It will go through the Town of Manila, Daggett County, Sweetwater County, and the National Recreation area.

Commissioner Tippetts said Daggett County is the applicant and the project will cost approximately 2 million dollars. Daggett County needs to come up with a 20% match of approximately \$400,000.00 and they are seeking participation from all the other entities as well. The Commission is asking the Manila Town Council to consider their request. The project could be ready as soon as 2022 and it could fall into the town’s next fiscal year.

Commissioner Tippetts said that Kurt Booher with the Forest Service is looking for funding for the path that runs down the NRA.

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Council Member Northcott asked if this is something the town could apply to the CIB to help with the funding. Commissioner Tippetts said the best way to go about asking the CIB for funding is to do it together and for the safety of the residents walking, jogging, and riding bikes on the highway. The bike path needs to be added to the CIB list in conjunction with Daggett County. Commissioner Tippetts will get numbers to the town clerk to add to put on the CIB list.

Council Member Northcott asked if there were any questions. There were no further questions or comments.

ADJOURNMENT: Council Member Scott moved to adjourn the meeting. Council Member Northcott seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the meeting at 5:56 P.M.

REGULAR MEETING

MEETING CALLED TO ORDER: Mayor Coombs called the meeting to order at 5:57 P.M.

PRESENT: Mayor David Coombs, Council Members Randall Browning, Greg Scott, Gretchen Northcott, and Marlena Connor, Town Clerk.

GUESTS: Matt Tippetts, and Bob Ford

EXCUSED: Bill Rylander

CONSENT CALENDAR: Council Member Northcott moved to approve the consent calendar consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis, and May 8th, 2021 minutes. Council Member Browning seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND SCOTT

DRY CREEK SUBDIVISION DEVELOPED BY DRY CREEK LEGACY, LLC (DCL) REVISED MYLARS:

3Z RANCH SUBDIVISION DEVELOPED BY MATT & EMILY TIPPETS REVISED MYLARS: Mayor Coombs explained that these mylars run in conjunction with one another, they have been revised from the previous mylars that had been approved. The revisions include the address and name change on both. Council Member Browning moved to approve the revised mylars for 3Z Ranch and Dry Creek Legacy. Council Member Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND SCOTT

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Mayor Coombs asked if Matt Tippetts or Bob Ford had any questions. Mr. Tippetts said that they appreciated the process even though there have been some minor setbacks, but always in the spirit of cooperation.

Council Member Northcott asked when Mr. Tippetts and Mr. Ford would be physically starting their project. Mr. Ford said they hope to break ground by the end of the week.

Aaron Averett explained how the process will go from this point. The town will need documentation of inspection of the material for gravel and road base to protect both the town and the developers. Mr. Ford said they know they want to get a compaction test to protect themselves, do they need to do both layers or just the top. Aaron said they want to do both to make sure they have the best compaction before moving on to the next layer. Mr. Ford asked if the town has an inspector to inspect certain things for the subdivision. Aaron explained that the way that will work will be through documentation i.e., forms, pictures, etc.

Mr. Ford asked if they have to have certification at every layer as they put the pipe down until they get ready to put the road base down. What are the requirements? What is the certification process? Aaron said a lot of that information will be found in the Geotech report. Mr. Ford & Mr. Tippetts should have their testing done, and as far as the water and sewer; the town should have the public works director go inspect the project at a minimum. Mayor Coombs said the public works director will be doing visual inspections for the water and sewer, and if needed, the town will seek out guidance or help.

Mr. Ford said they would do their due diligence to have everything documented on what they have done but would like to have real-time to work with the town in parallel. Aaron said that there are some codes for notification times like 72-hour notice of pipe being buried. When the developers' pressure tests the water line there should be documentation. Mr. Ford said he would like for the public works director to be there. Stacey Maxfield is the contractor for the subdivisions.

Aaron wanted to make sure everyone's expectations are the same. There should be a final walk-through.

The developers discussed how they could sell the parcels without having the infrastructure done, and the subdivision finished. Mayor Coombs said that there needs to be more conversation with the council. The town may require a bond.

2020-2021 BUDGET REVISION ADOPTION: Council Member Browning moved to approve the revisions for 2020-2021. Council Member Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND SCOTT

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CERTIFIED TAX RATE 2021 RESOLUTION AND ADOPTION: The certified tax rate went down to 0.001246 with a budget of \$87, 023. Council Member Northcott moved to adopt the certified tax rate and resolution. Council Member Browning seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND SCOTT

2021-2022 BUDGET ADOPTION: Council Member Browning moved to adopt the 2021-2022 budget. Council Member Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND SCOTT

SENIOR CENTER IMPROVEMENT UPDATE: Mayor Coombs explained to the council that we are putting the senior center improvements out to bid for the second time. The public hearing will be held on July 8th, 2021 to open any bids that may be received.

GENERAL PLAN UPDATE (RURAL COMMUNITY CONSULTANTS): The council members discussed the updates that need to take place in the General Plan. Mayor Coombs asked the Council Members to review the google document and add any comments that are needed. Mayor Coombs, Council Member Northcott, and Marlena Connor, Town Clerk, will have a meeting with Mike Hansen with Rural Community Consultants on June 16th, 2021 to discuss where we are at with the general plan.

CLARIFICATION ON APPROVED BUILDING PERMIT: Mayor Coombs asked Council Member Browning to clarify a motion made on a building permit that was approved by the Planning and Zoning Commission. Council Member Browning stated that he had made a motion to build a house and an unattached garage in conjunction with each other but the garage could not be completed before the home. Mayor Coombs explained that the ordinance requires the dwelling to be built first. Council Member Browning stated that they were going to rewrite the ordinance before the next meeting and planning and zoning will have a public hearing as well.

FIRE DEPARTMENT UPDATE: Council Member/Fire Chief Browning and Mayor Coombs attended the Local Service District meeting and discussed the need for an advisory committee. Council Member/Fire Chief Browning stated that the Local Service District is a few years away from being established with funding and other necessities.

The firefighters have one week left of red card training and will do the pack test after training is over. There are a few firefighters that will need to make up some hours if they missed any of the training. Council Member/Fire Chief Browning wants to use the rest of the money in the fire department budget to purchase a new chainsaw, a new K-12 rescue saw, gloves, flashlights, helmet lights, and lights that attach to uniforms.

Council Member/Fire Chief Browning said that the fire department does not have the equipment to go on any wildfires.

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ADJOURNMENT: Council Member Browning moved to adjourn the meeting. Council Member Northcott seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the meeting at 7:10 P.M.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCIL MEMBERS NORTHCOTT, BROWNING, AND SCOTT

David G. Coombs, Mayor

Marlena Connor, Town Clerk

APPROVED 07-08-2021