



**TOWN OF MANILA REGULAR MEETING  
MANILA MEETING ROOM  
145 E HWY 43  
JANUARY 13, 2022 AT 5:30 P.M.**

**MEETING CALLED TO ORDER:** Mayor Coombs called the meeting to order at 5:30 P.M.

**PRESENT:** Mayor David Coombs, Councilmembers Greg Scott, William Rylander, Gretchen Northcott (via Zoom), and Marlena Connor, Town Clerk.

**GUESTS:** Mark Wilson, Aaron Averett, Clint Roundy, Becky Bennett, and Brad Robbins.

**EXCUSED:** Councilmember Randall Browning

**CONSENT CALENDAR:** Councilmember William Rylander moved to approve the consent calendar consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis, and December 9, 2021, minutes. Councilmember Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**SUNRISE ENGINEERING WATER AND SEWER MASTER PLANS:** Aaron Averett told the council members that the town system is in good shape, and it can take quite a bit more growth before there is going to be an issue. There is a problem with the line that runs from Airport Road to Stateline Road. This is the section where there have been sewer backups in the past. This is considered a bottleneck for the town. One of the reasons is because it is so flat the issue is the slope and the size of the pipe. The analysis was run based on the peak flows dates such as the 4th of July, Labor Day, and Memorial Day weekends. If everyone flushed their toilets at the same time that will be where we will have a problem first. The sewer lagoons were analyzed and there is plenty of capacity. Aaron told the councilmembers If the town were to get funding for the Ylincheta subdivision the town would be able to have a sewer line at the bottom that would go to the lagoons and fix the bottle neck problem.

They are still working on the water cash flow analysis and the final cost estimates. The water system is in great shape. The engineer's suggestions are going to be to start replacing the oldest lines.

Aaron said that it is going to cost an additional 12 to 1500 dollars to put the right-of-ways on the GIS. Aaron suggested going to the county and finding all of the right of ways that need to be added to the GIS. Councilmember Scott moved to approve the additional funds to have the right of ways that Sunrise Engineering has up to this point. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**SUNRISE ENGINEERING SUBDIVISION ORDINANCE REVIEW:** Brad Robbins with Sunrise Engineering explained the new subdivision ordinance that they had written for the town. The new ordinance has gone through a 3-step process; development plan review, preliminary, and final. The applicant will have one year from the date of Town Council approval to record the final plat. Phasing subdivision projects



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had been added and will have to take place during the preliminary plat application. State code states that a minor subdivision is 10 lots or less and as long as there are no public utility improvements; they can be approved concurrently. Brad stated that the assurance bond needs to be done. Release of the insurance bond will be done on inspections at 90% of the cost. 10% is held back for one year to ensure that if anything fails the town can have it fixed.

**URS RETIREMENT POLICY:** Marlana, the Town Clerk explained that there had been a recent Utah Retirement Audit. The town didn't have anything in the retirement policy regarding elected officials and volunteer firefighters. Marlana updated the policy per Title 49 requirements. Town Council reviewed the policy and agreed with the changes. Councilmember Northcott moved to approve the revised retirement policy. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**MARK WILSON-SCENIC BYWAY:** Mark Wilson came to the council meeting to explain that he is a member of the Utah Byway Committee. We have a byway here known as the Flaming Gorge-Uintah National Scenic Byway designated in 1998. Scenic byways are characterized as exceptional driving experiences. The theme is wildlife through the ages (dinosaurs to moose and elk today). They want to become the pinnacle of the byway system, called the All-American Road. There are only a few of them throughout the country. This year Wyoming was approved for an All-American Road, and the Utah side wants to take the next step to make it one large "All-American Road".

They updated an 85-page corridor management plan. The plan talks about the intrinsic qualities; moose pond, salmon viewing, picnic areas, etc. There is a free audio tour of the entire highway that can be downloaded. Manila is an affected municipality that the byway runs through the town. The only thing it will affect is any proposed billboards outside of the town. The goal is to take the next step toward the All-American Road, they seek a resolution from the town adopting and supporting the 85-page updated plan as the guiding document for the byway. The Town of Manila signed an MOU several years ago. The members of the Utah Byway Committee are Uintah County, Daggett County, City of Vernal, Town of Manila, Dutch John, UDOT, State Parks, DWR, Intermountain Natural History Association, Simplot, BLM, BOR, and Fire Services. For the committee to go to the Utah legislature, they want the town to understand and adopt the corridor management plan.

Mr. Wilson said that he would be happy to send a draft resolution to the town to put on the February meeting agenda.

**ANNUAL MEETING SCHEDULE:** Councilmember Scott moved to approve the annual meeting schedule. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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



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**PUBLIC WORKS DIRECTOR JOB SALARY:** Mayor Coombs introduced Clint Roundy to the Town Council. Out of all of the applicants it came down to two individuals. Because of the experience that Clint has had with Provo City for 22 years, the town had offered Clint the position. Clint went over his previous experience with the council. The council had a few questions for Clint and was happy with the hiring committee's decision.

**FIRE DEPARTMENT UPDATE:** Fire Chief Browning said that the previous meeting went well. They have been working on safety, training, maintaining equipment and the building. The trucks are running well. There should be some certification changes soon, hopefully.

**ADJOURNMENT:** Councilmember Scott moved to adjourn the meeting. Councilmember Rylander seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the meeting at 7:01 P.M.

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David G. Coombs, Mayor

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Marlena Connor, Town Clerk

APPROVED 02-10-2022