



**TOWN OF MANILA PUBLIC HEARING & REGULAR MEETING  
MANILA MEETING ROOM  
145 E HWY 43  
JUNE 9, 2022 AT 5:30 P.M.**

**PUBLIC HEARING CALLED TO ORDER:** Mayor Coombs called the public hearing to order at 5:33 P.M.

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

**GUESTS:** Jeff McCarty with Sunrise Engineering, Clint Roundy, Mike & Susan Sullivan, and Kent Bond attended the public hearing.

**2021-2022 BUDGET REVISIONS:** Mayor Coombs had asked the public and the council if they had any questions about the budget revisions. The council said they thought it all looked good. There were no questions or comments.

**2022-2023 BUDGET FINAL:** Mayor Coombs asked if the council and the public had any questions regarding the 2022-2023 budget. Mr. Bond asked where he could receive a copy of the budget. Marlena Connor, Town Clerk told Mr. Bond that if he came to the office to request a copy of the budget, she would get him one. There were no further questions or comments.

**ORDINANCE 22-06-09 ELECTED OFFICIAL'S COMPENSATION:** Mayor Coombs explained that this is an ordinance for the elected official's compensation, and asked if anyone had any questions. There were no questions or comments.

**EASEMENT VACATION REVIEW AT 40 E GLADES WAY:** Mayor Coombs said that there has been additional information about this easement that had recently come about. The Public Works Director, Clint Roundy went to the property to investigate the easement and he had recommended to the mayor not to vacate the easement. Mayor Coombs asked if there were any questions or comments. There were not any questions or comments.

**ADJOURNED:** Councilmember Browning moved to adjourn the meeting. Councilmember Rylander seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the public hearing at 5:39 P.M.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCILMEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

**REGULAR MEETING CALLED TO ORDER:** Mayor Coombs called the regular meeting to order at 5:40 P.M.

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

**GUESTS:** Jeff McCarty with Sunrise Engineering, Clint Roundy, Mike & Susan Sullivan, and Kent Bond.

**EXCUSED:** All council members were present.



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**PUBLIC COMMENT:** There was no public comment.

**BUSINESS:**

**CONSENT CALENDAR:**

Councilmember Scott moved to approve the consent calendar consisting of payroll hours, budget worksheet, invoice register, transaction register, revenue analysis, and previous minutes. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCILMEMBERS NORTHCOTT, BROWNING, SCOTT, AND RYLANDER

**MIKE & SUSAN SULLIVAN:** This topic was discussed at the May 12, 2022 meeting where Mike and Susan Sullivan attended the meeting with questions in regards to additional charges for water and sewer impact and connection fees.

Mayor Coombs had explained that since they had not connected to the system in 5 years since they originally paid for the fees, there had been many changes such as an adopted impact fee ordinance, and connection fee resolutions. Mayor Coombs asked that the council consider refunding half of the additional fees that were charged on May 12, 2022.

Mayor Coombs asked the Sullivans if they were in agreement with this solution. Mike and Susan Sullivan agreed to the solution. Councilmember Northcott moved to approve the refund of \$900.00 to the Sullivans. Councilmember Browning seconded the motion. The motion passed 4-1.

RESULT: APPROVED

AYES: MAYOR COOMBS, COUNCILMEMBERS NORTHCOTT, BROWNING, AND RYLANDER

NAYS: COUNCILMEMBER SCOTT

**SUNRISE ENGINEERING:** Jeff McCarty stated that the water and sewer master plans are complete. They brought a hard copy and an electronic copy. The Town Clerk, Marlena Connor said she would send the electronic file of the water and sewer master plans to the CIB, and that she had already submitted the final pay request for reimbursement.

**2021-2022 BUDGET REVISIONS:** Councilmember Browning moved to approve the revisions for the 2021-2022 budget. 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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**2022-2023 BUDGET FINAL:** Councilmember Northcott moved to approve the budget final for 2022-2023. Councilmember Rylander seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**ORDINANCE 22-06-09 ELECTED OFFICIAL'S COMPENSATION:** Councilmember Browning moved to approve the elected official's compensation ordinance 22-06-09. Councilmember Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**EASEMENT VACATION AT 40 E GLADES WAY:** After further discussion with the Public Works Director, Clint Roundy, the council had decided not to vacate the drainage/utility easement at 40 E Glades Way. There may be additional growth in that area, and it may require having the drainage and utility easement for additional utility connections. The council members agreed they did not want to vacate the drainage/utility line. Councilmember Scott moved to keep the easement. Councilmember Northcott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**APPROVAL TO PAY BHI FOR SENIOR CENTER WORK UP TO CONTRACT AMOUNT:** The Senior Center Improvement project should be complete by the end of June 2022. Councilmember Northcott moved to approve payment to BHI up to the contract amount. Councilmember Scott seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**USPS MAIL PERMIT:** The Town Clerk, Marlina Connor explained to the council that trying to switch over to postcards and having a mailing permit would make it easier to have the permit number preprinted on the postcards, instead of adding stamps to each postcard individually. The postmaster had said that getting the permit will lock the town into what the rates are at the time they get the permit. Councilmember Northcott moved to approve the town getting a mail permit. Councilmember Browning seconded the motion. All were in favor. The motion carried.

RESULT: APPROVED

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

**WATER RESTRICTIONS:** The council had discussed rather or not to put water restrictions in place; such as a set amount of times lawns could be watered. Jeff McCarty with Sunrise Engineering said the only thing he would recommend from the data, the biggest issue is on 3 particular weekends such as Labor



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Day, Memorial Day, Independence Day, and July 24<sup>th</sup> either the town needs to enforce existing ordinances or create stricter regulations focused on those times.

Councilmember Northcott said there hasn't been an issue with running out of water in quite a few years. The council decided they would like to see an item about water conservation in the next newsletter. There aren't any issues at this point, but with the rest of the country going through a drought, they think it would be smart to remind the public to water later in the evening or early in the mornings per the town ordinance "no watering between 10 am to 6 pm."

**PUBLIC WORKS:**

**GARBAGE INCREASE:** The Town Clerk, Marlena Connor had uploaded a rate summary with the number of garbage accounts at 480. The price at this time is \$14.00 per account, and a \$1.00 increase would create an additional revenue of \$5,760.00 a year, an increase of \$2.00 would create an additional revenue of \$11,520.00 per year.

The Public Works Director added that he would like to see the rates for any extra bags over 5 bags per week to be charged \$10.00 a bag, and those who have no container should be charged \$10.00 per week.

The council decided that they would agree to anything over 5 bags up to 10 bags be charged the \$2.00 fee, and anything above 11 bags would be charged \$5.00 per bag. The council also agreed that anyone who does not have a container by now will be charged \$20.00 per week until they get a garbage receptacle.

The garbage resolution will need to be revised, along with the consolidated fee schedule, and fee schedule resolution, and brought back to the town council for approval at the next meeting in July.

**FIRE DEPARTMENT UPDATE:** Councilmember/Fire Chief Browning said that the fire department is doing well. They want to have a barn dance again this year. The Fire Chief did not attend the last meeting but Councilmember/Fire Captain Scott did an extrication training with the firefighters. They have the station all cleaned. The fast attack is still having issues with the battery staying charged, and the truck needs to be replaced. Councilmember Northcott said she does not want to put any more money into the trucks. That will be something that the Flaming Gorge Fire & EMS will be taking over.

Mayor Coombs said that the Flaming Gorge Fire & EMS meeting was the night before and they want the town to move forward with getting the fire chief and any other fitting members to be on the advisory committee. Dutch John is on board, and Mayor Coombs would like to get a few of our people on board as well. The meetings are on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 6 o'clock.



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The town will have a special meeting for the certified tax rate once it is approved by the county. The town clerk will reach out to the council for a quorum that is good for everyone.

**ADJOURNMENT:** Councilmember Northcott moved to adjourn the meeting. Councilmember Rylander seconded the motion. All were in favor. The motion carried. Mayor Coombs adjourned the meeting at 6:47 P.M.

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David G. Coombs, Mayor

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Marlena Connor, Town Clerk

APPROVED 07-14-2022