

**MINUTES**  
**REGULAR CITY COUNCIL MEETING**  
CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL  
5 SOUTH MAIN, EPHRAIM, UTAH  
**FEBRUARY 5, 2020**  
**6:00 PM**

**CALL TO ORDER**

The Ephraim City Council convened in a Regular City Council Meeting on Wednesday, February 5, 2020, in the City Council Room. Mayor Scott called the meeting to order at 6:00 p.m.

**OPENING CEREMONY**

Darren Gauthier offered an invocation. Trevor Steck led the audience in the Pledge of Allegiance.

**ROLL CALL**

**MEMBERS PRESENT**

John Scott, Mayor  
Tyler Alder  
Greg Boothe  
Richard Wheeler

**MEMBERS EXCUSED**

Margie Anderson, Mayor Pro Tem  
Alma Lund

**STAFF PRESENT**

Shaun Kjar, City Manager  
Leigh Ann Warnock, City Recorder  
Bryan Kimball, Community Dev.  
Chase Andrizzi, City Attorney  
Chad Parry, Public Works Director  
Aaron Broomhead, Police Chief  
Michael Patton, Rec Director

**PRESENTATIONS**

**2020 US CENSUS**

Shaun and Leigh Ann attended a committee meeting at the College for the 2020 Census. Shaun reviewed a timeline for the Council of the importance of the census and what it means financially to the City. \$18,700 per person the City misses out on over the next ten years for everyone who does not respond to the census. If students do not respond before they leave in May, they will not still be here when the census takers come out.

This information will be made available on Facebook, in the newsletter, on our website, and any other way we can find. We may make available a computer in our lobby or at the library for people to respond online.

#### **APPROVAL OF WARRANT REGISTER**

The Council reviewed the Warrant Register of February 4, 2020.

*Councilmember Alder moved to approve the February 4, 2020 Warrant Register as presented. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.*

#### **APPROVAL OF MINUTES**

The Council reviewed the minutes of the January 11, 2020 Council Planning Session, the January 22, 2020 Work meeting and Regular City Council meeting, and the January 29, 2020 Town Hall Meeting.

*Councilmember Boothe moved to approve the January 11, 2020 Council Planning Session, the January 22, 2020 Work meeting and Regular City Council meeting, and the January 29, 2020 Town Hall Meeting minutes, as presented. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.*

#### **AGREEMENT: RESOURCE CLOTHING BANK**

The Resource Clothing Bank has now been conducting business out of the old ambulance shed for one year. The Resource Clothing Bank has been accepting donations, laundering clothes and making them available to families in need at no cost. The original lease was for one year.

In April they made a request to not pay all the utilities. They are paying electric, but water, and sewer usage is so minimal the City is waiving those minimum charges. The City pays for gas, as it is on the same meter as the Power Department. This new agreement extends that lease for another year.

*Councilmember Boothe moved to approve a one-year lease extension agreement with the Resource Clothing Bank for one year. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.*

#### **CONTINUING EDUCATION REIMBURSEMENT REQUEST: STEVE BRANDT**

Steve Brandt has requested reimbursement for a Dog Obedience Instructor Program he has paid for and started attending. Chief Broomhead put together a draft of a training and education reimbursement contract that if the City opts to reimburse him for this expense, that he agree to stay here for two years and use the education gained from that as part of his duties in his job. A schedule is attached showing what repayment to the City would be if he were to leave before the two years.

*Councilmember Wheeler moved to approve a reimbursement contract with Steve Brandt for continuing education related to his position as Animal Control/Enforcement Officer. The motion was seconded by Councilmember Boothe. The vote was unanimous. The motion carried.*

## **APPOINTMENTS AND COUNCIL REPORTS**

### **Tyler Alder**

**Recreation Board** – Basketball season is over. Around 115 youth were registered. Volleyball and soccer signups have begun.

### **Richard Wheeler**

**Utilities Board** – Discussions taking place regarding solar energy.

**Senior Board** – Went over the 2020 budget. They are in great financial shape. The roof repair has been completed and paid for.

### **Greg Boothe**

**Scandinavian Festival** – Will begin meetings soon.

**Library Board** – Things are going well at the Library.

## **DEPARTMENT REPORTS**

### **Bryan Kimball, Community Development Director**

**Projects** – Hearing a lot of interest in projects

### **Kerry Steck, Fire Chief**

**Training** – Took ladder truck down for training. Good reports have come back in. Kerry attended a class on how to deal with the National Fire Reporting Incident System.

Two new guys want to join the Department. Mayor Scott asked Kerry to submit a picture of the new truck with a written history to put on the website and in the newsletter.

### **Michael Patton, Rec Director**

**Survey** – Over 400 responses were received. The Board is working on a draft of a Strategic Plan for review.

## **CITY MANAGER REPORT**

**City Website** - We will be upgrading the website with photos from a new photographer.

**Horse Power** – We officially purchased the Explorers from Horse Power for the Police Department today. Titles are in hand.

**Department Director's Meeting** – We went over the purchasing policy and scheduling, conference trainings and reimbursement for mileage and per diems.

**Ephraim Flags** – Put in a request to order flags for Ephraim City as designed by sixth graders. Residents will be able to purchase them. This will be the City flag for the next five years.

**Donation Box** – Had a request from a group of college students representing the Peace Corp in Ghana for a donation box to be placed here at City Hall for seeds.

**City Attorney** - Grateful for Chase Andrizzi’s services and attendance. He has already been very useful.

**ADJOURNMENT**

*There being no further business to come before the Council for consideration, Councilmember Alder moved the Regular Council Meeting adjourn at 7:44 p.m. The motion was seconded by Councilmember Wheeler. The vote was unanimous. The motion carried.*

The next regular City Council meeting is scheduled to be held on Wednesday, February 19, 2020, starting at 6:00 p.m. in the Ephraim City Council room.

**MINUTES APPROVED:**

\_\_\_\_\_  
John Scott, Mayor

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Leigh Ann Warnock, City Recorder

\_\_\_\_\_  
Date