

**MINUTES OF THE EPHRAIM CITY COUNCIL MEETING  
EPHRAIM CITY BUILDING  
5 S. MAIN  
WEDNESDAY, DECEMBER 6, 2006  
7:00 PM**

**MEMBERS PRESENT**

Cliff Birrell, Mayor  
Kim Cragun, Mayor Pro Tem  
Jannette Anderson  
Penny Kittelsrud  
Elaine Reid  
David Warren

**STAFF PRESENT**

Richard Anderson, City Mgr/Recorder  
Bryan Kimball, City Planner  
Leigh Ann Warnock  
Jayci Madsen, City Accountant  
Alma Lund, Power Superintendent  
Ron Rasmussen, Police Chief

**OTHERS PRESENT**

Dr. Hedelius  
Russell Olson  
Craig Paulsen  
Matt Kehn  
Dorothy Stoddard

Deitrich Nell  
Jordan Mackey  
Christian Winn  
Shawna Cole  
Russ Mendenhall

**PUBLIC HEARING**

Councilmember Cragun opened the Public Hearing at 6:45 p.m. The purpose of the hearing is to discuss issuance of sales tax revenue bonds. The corresponding resolution ECR 06-17 will be passed upon completion. There were no questions or comments.

Public Notice for this hearing was posted 24 hours before the meeting, and published in the Messenger. The posted agenda and proof of publication are attached.

**Councilmember Kittelsrud moved to close the public hearing. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion passed.**

**PUBLIC SESSION**

Mayor Birrell called the meeting to order at 7:00 p.m. Councilmember Cragun offered an opening prayer. Dr. Hedelius led the audience in the Pledge of Allegiance.

## **APPROVAL OF MINUTES**

The Council reviewed the minutes of the November 15, 2006 City Council meeting.

**Councilmember Anderson moved to approve the minutes of the November 15, 2006 City Council meeting with corrections. The motion was seconded by Councilmember Cragun. The vote was unanimous. The motion passed.**

## **APPROVAL OF WARRANT REGISTER**

The Council reviewed the Warrant Register of December 5, 2006.

**Councilmember Kittelsrud moved to approve the warrant register of December 5, 2006. The motion was seconded by Councilmember Reid. The vote was unanimous. The motion passed.**

## **PUBLIC COMMENT PERIOD**

Dr. Hedelius received a bill for the renewal of his business license, and wondered how many of the vets in Ephraim City pay for a business license. It was stated that both do. Dr. Hedelius is concerned that clinics are held in Ephraim with a visiting vet from Spring City who does not have an Ephraim business license. He feels this is especially unseemly due to the City allowing such clinics and even participating by way of selling dog licenses, and feels the visiting vet should be required to pay for a license. City Manager, Richard Anderson explained the existence of a reciprocity agreement allowing the City to honor licenses of businesses within the County who occasionally do business here. Dr. Hedelius feels that when the City supports a clinic they should use an Ephraim vet. Mr. Anderson pointed out that the City does not organize or sponsor the clinic, but it is recognized as a good time to sell dog licenses. Dr. Hedelius is welcome to organize his own clinics.

## **ACCEPT LIBRARY BID**

Paulsen Construction won the bid for the library renovation with a quoted amount of \$1,402,000. Councilmember Kittelsrud went over the contract with the Council stating that it had been reviewed by MJSA and the Mayor and that Council approval was needed for the bid. Mayor Birrell thanked Paulsen's for their patience and efforts in realizing the City's needs and providing savings that would enable the project to move forward.

**Councilmember Kittelsrud moved to accept the library renovation bid from Paulsen Construction. Councilmember Anderson seconded the motion. A roll call vote was called. Councilmembers Cragun, Anderson, Kittelsrud, Reid and Warren all voted in favor of the motion. The motion passed.**

Councilmember Warren, representing Zion's Bank, presented the Council with a check in the amount of \$10,000 to be put towards the Library renovation.

With the \$10,000 from Zion's Bank, the loan from The Eccles Foundation, and the \$8,000 saved on the bid, there is only about \$49,000 remaining to be raised. It is anticipated that that amount will be raised in the next few months. Wal-Mart has also pledged \$10,000. Councilmember Anderson thanked the friends of the library for all their hard work.

## **ANNUAL YEAR END AUDITOR'S REPORT**

Russell Olson of Larson & Company presented the year end audit report.

Government Auditing Standards Report – no findings.

State Compliance Report – no findings.

Management Letter – No findings other than the Budgeted Revenues and Deficit Fund Balance, which cannot be helped in the case of small cities.

Mr. Olson commended City Manager Richard Anderson, City Accountant Jayci Madsen, and former Mayor Casperson in making this a 7 page document rather than 16 as it was a few years ago.

The sales tax calculation finding of last year has been fixed. Separation of duties is impossible to do with small towns, but the auditors were impressed that the Council reviews the warrant register each Council meeting to take care of any problems in that area. Mayor Birrell commended Jayci Madsen for keeping things in the order she does.

## **CHANGES TO EMPLOYEE BENEFITS – JAYCI MADSEN**

City Accountant Jayci Madsen proposed changes to the Sick Leave and Holiday Policies. Jayci has reviewed policies of other cities and with input from the City staff has come up with the following changes.

### **Sick Leave Policy**

Currently an employee may earn up to 500 hours of sick leave. Hours earned after that point are forfeit, resulting in lost benefits for those not using their hours. The change will allow an employee to earn a maximum of 960 hours; however any hours over 480 may be cashed out at a rate of 25% or traded for vacation time at a rate of 50% at the end of each calendar year.

An employee who terminates with no cause and has 10 or more years of service, may cash out accrued sick leave at a rate of 25%.

An employee who retires through application with the state may also cash out accrued sick leave with no years of service requirements.

Three days are allowed for the death of a grandparent instead of two and one day is allowed for extended family.

### **Holiday Policy**

President's Day and Columbus Day, which are listed as holidays in the current policy, will become floating holidays allowing employees to take those days at any time during the year. This will result in all City departments being functional on President's Day and Columbus Day.

Holidays which fall on a Saturday will be taken the previous Friday.

It was mentioned that other agencies within the state allow employees to donate sick leave to co-workers who need more than they have. It was felt by all that this would be a good benefit to offer City employees and should be added to the policy.

Councilmember Cragun suggested talking with PEHP when renegotiating to see if we can offer short term disability.

**Councilmember Anderson moved to approve the holiday and sick leave policy changes as presented including sick leave donations. Councilmember Cragun seconded the motion. The vote was unanimous. The motion passed.**

### **POLICE DEPARTMENT REPORT – RON RASMUSSEN**

Chief Rasmussen handed out and reviewed a copy of the '06 monthly Count of Offenses Report. He also reiterated the purchase of the Taser approved for officers and the new Glocks. All of the officers have been certified on both weapons.

### **OLD BUSINESS**

Councilmember Reid is concerned about the parking situation throughout town and invited Mike Duncan to address the situation. He stated that there is a problem on 100 E and feels landlords should be responsible for tenants' parking. He pointed out that lines have been painted on 200 E and 300 E but not anywhere else. Other concerns include unenforced parking ordinances, too many out of town landlords, and mandating off street parking. Mr. Duncan feels that painting lines for angle parking on campus compounds the problem by encouraging people to park on the street instead of in designated parking lots.

All of these issues need to be addressed in a work meeting. Richard Anderson will set that up.

### **ADOPTION OF SALES TAX REVENUE BONDS**

Paperwork for the adoption of Sales Tax Revenue Bonds has not yet been completed by the CIB. Richard Anderson chose to go proceed with the public hearing due to advertising, but the resolutions will not be adopted until January.

### **PROPOSAL TO REPAIR DUP MARKERS**

Russ Mendenhall, Shawna Cole and Dorothy Stoddard were present to discuss needed repair of DUP markers throughout the city. A lot of markers have been removed or broken. The marker located at 100 N and 300 E is the worst one and needs the most repair. Stones will have to be replaced as improper mortar mixes were used. Sprinklers need to be relocated to keep water off all the monuments. Mr. Mendenhall and his board will approve projects and then funding will be settled. He feels that he can do the work himself for half what a mason would charge.

This will be discussed further in a work meeting and the Council will get back with Mr. Mendenhall a month or two before the next workshop in April.

### **REPORTS AND UNFINISHED BUSINESS**

*Mayor Birrell* visited with Randy Hansen who lost access to the road off of 400 E leading to his home due to the road and infrastructure being built for Kris Jorgensen. Mr. Hansen feels that if he had been given a time line or even had prior knowledge as to what he could expect, with names of contacts, he could have dealt with it. Councilmember Anderson feels the builder had a responsibility to let him know. City officials determined to be more responsive to his needs and asked the contractor to do the same. Special efforts were made to try and mitigate the problem; power lines were re-routed, detour signs were put up, etc. The City can be more proactive in the future and inform contractors that they need to be considerate of surrounding property owners.

*Councilmember Warren* – Canyon View Park is currently on hold because of snow. The City crews have done a great job on all that has been completed to this point. The grant has been extended for one year. A CDBG application has been submitted for approximately \$64,000 to build the restroom at the park.

*Councilmember Cragun* – requested a place to keep the Kawasaki utility vehicle where it is out of the weather. Richard Anderson also mentioned that the city float is also out in the weather and should put somewhere else. Mr. Anderson told him to bring the mule down and a place will be

found for it. He will check with Niel Johnson to see if it can be stored in the ambulance building.

*Councilmember Anderson* – The Main Street Committee is meeting regularly and has a concept that they are very excited about. Details have been given to the design department at USU who will do some concept drawings. Details will be sent to Jones and DeMille for an estimate of the cost. The plan calls for using oolite, limestone and black wrought iron to tie in with what is already on Main Street. Colored concrete will be embedded in the walkways between the planters. A tentative plan for a waterfall is in the works that would mark the entrance to Snow College.

*Councilmember Reid* – The Cemetery Board will be meeting next week and will call those with veterans in the cemetery for donations.

*Richard Anderson* – has been talking with Kevin Christensen about the need for an industrial park. He has businesses waiting in the wings who would like to locate in Ephraim but have been going to Mt. Pleasant; we are missing out.

Mayor Birrell has ordered plaques to make presentations for Sharyl Morgado, Joann Bessey, and Martha Olson, and would like to schedule that for the first meeting in January.

**Councilmember Cragun moved to go into closed session for the purpose of discussing the appointment of Fire Chief. Councilmember Anderson seconded the motion. The vote was unanimous. The motion passed.**

**Councilmember Kittelsrud moved to reopen the public session. Councilmember Warren seconded the motion. The vote was unanimous. The motion passed.**

## **ADJOURN**

**Councilmember Warren moved to adjourn. The motion was seconded by Councilmember Kittelsrud. The vote was unanimous. The motion passed.**

**MINUTES APPROVED:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Date