

Minutes February 2, 2017

The Minersville Town Council held a regular council meeting on Thursday February 2, 2017 at 7:00 pm at the Minersville Town Hall.

Council present: Mayor Ward Dotson, Barry Marshall, Brady Carter and Todd McMullin
Town Marshall Devin Carter and Town Clerk Cherie Wood

Visitors: Minersville Town Auditor Caleb Rees and Marilyn Lurth

Opening prayer was given by Mayor Ward Dotson
Mayor Dotson call the meeting to order at 7:00 pm

Minutes: Brady Carter made a motion to approve the minutes from the January 5, 2017 council meeting without additions or corrections. Barry Marshall seconded the motion; all voted in favor, the motion passed.

Marilyn Lurth introduced herself as representing the Daughter of Utah Pioneer; she is the caption of the Susan Camp Beaver Company. She would like to thank the council for letting the DUP use the new room at the library for their meetings. They enjoy the library and the amenities that it provides for their use; Marilyn thinks it is a great asset to our community. Marilyn, on her own behalf would like to thank the council for the 4th of July celebration that the Town puts on and the wonderful firework show; she would also like to express how nice the new Christmas decorations were. Marilyn would like to ask the council if it is in the town budget to spray weeds around town this summer to help with the beautification of our community, and also fill pot holes in the roads noting the one on 100 S 200 E. She would like the council to consider adopting an engine break ordinance to reduce loud noise from semi-truck coming through town.

Again Marilyn thanked the Council for their time and letting her speak to them about some of her concerns. The Council thanked Marilyn for coming and they will take her suggestions into consideration.

Caleb Rees from Rees and Hughes CPA's would like to thank the council for allowing him to work for the town these last few years performing the audit and financial statements for the FY ending June 2016. He has enjoyed working with the staff. His opinion of how the audit went this year is rated complete and accurate which is the highest opinion that you can receive on an audit. The Town received one finding this year, which has been on the audit report for many years, internal controls/ segregation of duties, which is because of the small office staff and will probably never be removed until the Town has a budget that permits hiring more staff. Minersville Town is compliant with the state compliance requirements described in the State Audit Guide, issued by the Office of the Utah State Auditor.

Caleb reported that the financial statements show that the Minersville Town General fund has went up this year and is healthy. The enterprise funds which are the water and sewer funds are very healthy. Caleb asked if the council had any questions and told them to contact him any time with any questions or concerns they may have. The Council and staff thanked Caleb for his time.

Todd McMullin made a motion to approve Resolution No. 02.02.17 A RESOLUTION OF MINERSVILLE TOWN ADOPTING THE FIVE COUNTY MULTI-JURISDICTIONAL NATURAL HAZARD MITIGATION PLAN 2017-2021. Barry Marshall seconded the motion; all voted in favor, the motion passed.

Town Clerk Cherie Wood contacted Wells Fargo about a debit/credit card machine for the town. The price she was given that the town would have to pay each month on a 4 year lease for the machine itself was \$48.00 per month along with a \$10.00 per month bank fee. There was also a fee of .58 up to \$1.95 that would be assessed for each time a transaction was run through the machine depending if the charge was debit or credit. If the Town was to purchase the machine the cost would be \$818.00 along with the \$10.00 monthly bank charge.

The Council discussed whether it would be beneficial to the town to accrue these monthly expenses, and how many people would really use it. They would like Cherie to check with other small communities and see what has worked for them.

Town Clerk Cherie Wood addressed the Council and expressed a need for more office hours. She explained that the work load that she must get done each month is continuing to get larger. Small towns used to be exempt from some Federal and State requirements, but not any more. She is required to do all the same reports and meet almost all the same requirements that cities are required. She feels that she is doing the same work that at least 2-3 full time employees are doing in any other City or Town. The record management work is falling behind and will take her and Melissa months to catch up on. Cherie also feels it would benefit the people in the community to extend the hours that the office is open; she receives numerous complaints each month from people that they can never make it to the office when it is open.

Cherie would like to ask the Council to consider putting her on full time. Cherie has been dedicated and worked for the town for 25 years, but has only been on the Utah Retirement System as part time for 10 years and would like to ask the council to consider putting her on full time now or within the next few years so that she can receive a decent retirement.

The council discussed the options and decided to open 4 days a week Monday – Thursday from 9-5:00 a total of 32 hours per week. The council will also consider putting Cherie on full time when they start the budget for the upcoming year they will see if the budget can support another full time employee.

Todd McMullin made a motion for to increase Cherie's hours from 20 to 32 hours per week and to extend the office hours to Monday – Thursday from 9:00 am – 5:00 pm. Barry Marshall seconded the motion; all voted in favor, the motion passed.

Mayor Dotson updated the council on the library contract with Beaver City. There was a misunderstanding and Minersville and Milford libraries did not expect to receive a bill in the amount of 6071.00 for training and mileage for transporting books. There was not a contact was received by either entity, and the library budgets are not able to pay over six thousand dollars for the training and book courier service. A meeting was held and options were discussed to meet with the Beaver County Commissioners to see if

something can be worked out. The 3 librarians from each city feel that the only thing needed this year is the book courier service.

Wages: No changes were made at this time

The Beaver County Election Clerk has contacted Cherie with the option of them helping with the upcoming municipal elections. They would help with mail in ballots and it would save the Town well over a thousand dollars from what has been spent on past elections. The council agreed to let Beaver County help with the elections this year and participate in mail in ballots.

Todd McMullin would like to get the council to each commit to a job for the 4th of July. If they do not want to do one of the assignments themselves he would like them to be in charge of finding someone who will. Mayor Dotson will be over the flag rising and also check with the American Legion about the program. Barry Marshall will make sure the lunch is taken care of and Todd has talked to the rec. directors and they will be over the park activities. Brady Carter will make sure the fire dept. will take care of the fireworks because the town needs to get them ordered as soon as possible. Todd will take care of the raffle.

Pay bills: Todd McMullin made a motion to pay the bills, Brady Carter seconded the motion, and all voted in favor, the motion passed.

Other business:

Stop sign at 400 S 300 W was discussed

Advertise for a swimming pool manager starting wage 10.00 or more depending on experience.

Brandon and Kevin will be attending the water conference next month.

There will be an open and public meeting act training in Milford on Tuesday Feb. 7th at 8:00 am the council is encouraged to attend.

Barry Marshall made a motion to adjourn, Brady Carter seconded, all voted in favor.

Meeting adjourned 8:55 pm

Cherie C. Wood