

Approved

**MINUTES OF THE REGULAR MEETING OF THE GRANTSVILLE CITY COUNCIL,  
HELD ON JUNE 16, 2021 AT THE GRANTSVILLE CITY HALL, 429 EAST MAIN  
STREET, GRANTSVILLE, UTAH AND ON ZOOM. THE MEETING BEGAN AT 7:00  
P.M.**

**Mayor and Council Members Present:**

Mayor Brent Marshall

Krista Sparks

Scott Stice

Jeff Hutchins, excused

Jewel Allen

Darrin Rowberry

**Appointed Officers and Employees Present:**

Christine Webb, City Recorder

Brett Coombs, City Attorney

Sherrie Broadbent, Finance Director

Jesse Wilson, Treasurer/Human Resources

Travis Daniels, Fire Chief

Jacob Enslin, Police Chief

**Citizens and Guests Present:**

Shawn Holste

Monte Kingston

Derek Ellis

Scott Bevan

Travis Daniels

Jolene Jenkins

There were many members of the community who attended the meeting through Zoom.

Mayor Marshall asked Jesse Wilson to lead the Pledge of Allegiance.

**AGENDA:**

**1. Public Comments.**

Mayor Marshall asked if there were any comments from the public. No comments were offered. No comments were received by email.

**2. Summary Action Items.**

- a. Approval of Minutes from the May 26, 2021 Work Meeting and the June 2, 2021 Regular Meeting.

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- b. Approval of Bills for the amount of \$1,410,724.67.

**Motion:** Councilwoman Allen made a motion to approve the summary action items.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

### **3. Discussion on the Fraud Risk Assessment.**

Sherrie Broadbent provided the Council with the Fraud Risk Assessment for their review. Steve Rowley with Keddington and Christensen explained that over the last several years the State Auditor’s Office has had complaints and has found instances of fraud, waste, and abuses within different governmental entities throughout the State. In an effort to improve awareness, they are requiring the Fraud Risk Questionnaire to be put out so the cities can self-evaluate how they are doing and what their risk of fraud and theft is. He went over the assessment and how it is scored. There was only one score Grantsville City did not receive. It was the internal audit function. Mr. Rowley stated that even without that score the City is still at a very low fraud risk. He pointed out the City has done an amazing job to make sure there are policies and procedures in place to prevent fraud, waste, and abuse. He added there are cities much bigger than Grantsville that are receiving much lower scores. The Council Members asked questions and Mr. Rowley answered them.

Mayor Marshall addressed Steve McCurdy. He stated this was not on the agenda and asked that the final hearing for 358 Wrangler Court be placed on the July 7, 2021 City Council Meeting agenda.

### **4. Open and Public Meetings Training.**

Brett Coombs reviewed the Open and Public Meetings Code with the Council.

### **5. Consideration of Resolution 2021-31 approving a master development agreement for the Worthington Ranch Subdivision.**

Monte Kingston and Derek Ellis were present. Mayor Marshall reported this is something that has been worked on for three years.

**Motion:** Councilman Stice made a motion to approve Resolution 2021-31 approving a master development agreement for the Worthington Ranch Subdivision.

**Second:** Councilman Rowberry seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**6. Consideration of Resolution 2021-32 approving the final plat for Mountain Vista Development and Monte Kingston on the Worthington Ranch Subdivision, Phase 1 for the creation of thirty (30) single-family lots in the RR-2.5 zone.**

Councilwoman Sparks pointed out there was a correction on the resolution.

**Motion:** Councilwoman Sparks made a motion to approve Resolution 2021-32 approving the final plat for Mountain Vista Development and Monte Kingston on the Worthington Ranch Subdivision, Phase 1 for the creation of thirty (30) single-family lots in the RR-2.5 zone with the correction.

**Second:** Councilman Stice seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**7. Consideration of Resolution 2021-33 approving a master development agreement for the Parkinson Meadows Subdivision.**

Shawn Holste was present. Councilman Stice asked Mr. Holste what he thought of the process. The Council and Mr. Holste discussed the process for approval of a development.

**Motion:** Councilman Stice made a motion to approve Resolution 2021-33 approving a master development agreement for the Parkinson Meadows Subdivision.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**8. Consideration of Resolution 2021-34 approving the final plat for TP Grantsville, LLC and Shawn Holste on the Parkinson Meadows Subdivision for the creation of thirty-six (36) lots in the R-1-21 zone.**

**Motion:** Councilwoman Allen made a motion to approve Resolution 2021-34 approving the final plat for TP Grantsville, LLC and Shawn Holste on the Parkinson Meadows Subdivision for the creation of thirty-six (36) lots in the R-1-21 zone.

**Second:** Councilman Rowberry seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**9. Consideration of Ordinance 2021-32 establishing the compensation for elective officers of Grantsville City, Utah for the 2021-2022 fiscal year.**

Councilman Stice stated he was in favor of the proposed salary for the mayor, but he did not feel the Council needed any more money. Councilwoman Allen asked if this meant the City was not going in the direction of having a City Manager. Councilman Stice pointed out adopting this resolution is for budgeting purposes.

**Motion:** Councilman Stice made a motion to approve Ordinance 2021-32 approving the increased compensation for the mayor to be set at \$95,288.96 and leaving the council’s compensation at \$7,303.80 for the 2021-2022 fiscal year.

**Second:** Councilman Rowberry seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**10. Consideration of Resolution 2021-36 adopting the 2021-2022 fiscal year budget and setting the tax levy.**

Mayor Marshall stated we have received our certified tax rate. The rate is .001901 down from .001945 last year. This gives us a certified rate revenue of \$1,612,655. He reported they have adjusted the budget and added additional funding for a City Manager if it is approved at a later date.

**Motion:** Councilman Stice made a motion to approve Resolution 2021-36 adopting the 2021-2022 fiscal year budget and setting the tax levy.

**Second:** Councilman Rowberry seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**11. Consideration of Resolution 2021-37 amending the 2020-2021 fiscal year budget.**

Councilman Stice pointed out the difference seemed like a big number. Mrs. Broadbent explained that we had CARES Act funds and the Planning and Building Departments

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have significant changes due to the new growth. Our expenses are going up and we needed more personnel to handle the work.

**Motion:** Councilman Stice made a motion to approve Resolution 2021-37 amending the 2020-2021 fiscal year budget.

**Second:** Councilwoman Sparks seconded the motion.

**Discussion:** Councilwoman Allen brought up the City Manager position and asked how budgeting for it would affect the salary for the Mayor position. Councilman Stice answered that would be up to the Council.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**12. Consideration of Resolution 2021-38 approving Gilbert & Stewart, P.C. to provide auditing services.**

Mayor Marshall reported that when we put this out for bid, this was the only firm to submit a bid. He felt that was because of the COVID money and other firms may be busy. Gilbert & Stewart did our last audit. Councilman Stice asked if the City has to have a full audit every year. Mr. Rowley answered the City is required to have an audit every year. He explained is based on how much your revenues and expenditures are each year.

**Motion:** Councilwoman Sparks made a motion to approve Resolution 2021-38 approving Gilbert & Stewart, P.C. to provide auditing services.

**Second:** Councilwoman Allen seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**13. Consideration of Resolution 2021-39 confirming the re-appointment of Robert Brown as a member of the Grantsville City Board of Adjustment.**

**Motion:** Councilman Stice made a motion to approve Resolution 2021-39 confirming the re-appointment of Robert Brown as a member of the Grantsville City Board of Adjustment.

**Second:** Councilman Rowberry seconded the motion.

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**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**14. Consideration of Resolution 2021-40 confirming the re-appointment of Brian Pattee and Erik Stromberg as members of the Grantsville City Planning Commission.**

**Motion:** Councilwoman Allen made a motion to approve Resolution 2021-40 confirming the re-appointment of Brian Pattee and Erik Stromberg as members of the Grantsville City Planning Commission.

**Second:** Councilman Stice seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**15. Consideration of Resolution 2021-41 confirming the re-appointment of Robbie Palmer and Shane Watson as alternate members of the Grantsville City Planning Commission.**

**Motion:** Councilman Rowberry made a motion to approve Resolution 2021-41 confirming the re-appointment of Robbie Palmer and Shane Watson as alternate members of the Grantsville City Planning Commission.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**16. Consideration of Resolution 2021-42 confirming the re-appointment of Sharon Kutler and Janet Craven as members of the Grantsville City Library Board.**

**Motion:** Councilwoman Allen made a motion to approve Resolution 2021-42 confirming the re-appointment of Sharon Kutler and Janet Craven as members of the Grantsville City Library Board.

**Second:** Councilman Rowberry seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

**17. Consideration of appointment of Fire Marshal.**

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Fire Chief Travis Daniels was present. Councilman Stice asked who has been serving as the Fire Marshal recently. Chief Daniels answered First Assistant Jason Smith has been doing the lion's share but they have both been filling the position. Councilman Stice asked about the training they've had. Chief Daniels said they have both been through the Fire and Rescue Academy's Certification Course for Inspector I. He reported that Brad Clayton, the former Fire Marshal, went through that training with them. They have had some hand-offs from Mr. Clayton and they have been going off the things they know.

Mayor Marshall stated they have not brought in their Inspector Certifications. Chief Daniels said he could get them to the Mayor. Councilman Rowberry asked if Mr. Clayton is finished. Mayor Marshall answered that he has moved. Chief Daniels reported he finished the first of June.

Councilman Stice recalled the last time they discussed this, the Council had requested that Mayor Marshall sit down with the Fire Chief to come up with a plan. Mayor Marshall stated he did meet with the Fire Chief and Chief Daniels said he would get back with him. Councilman Stice felt this should be tabled until there is more information. Chief Daniels stated he would certainly get with the Mayor. Councilman Stice asked if we should have a work meeting to get this worked out. Chief Daniels felt that he and Mayor Marshall along with Jason Smith could sit down and come up with someone. Chief Daniels reported he wanted to get a better grasp of what the duties entail. He said that he and Chief Smith wanted to do the job for a few months to see what it takes and what exactly is involved so they can make a better-informed decision as to who they want in the job. Councilman Stice stated that sounded great, but he felt there should be someone who actually knows how to do the job sit down with them to explain and help train them. He commented someone like Kent Liddiard, who has been the Fire Marshal, and knows who to talk to and where to go. He felt it would be very helpful for someone like that to mentor them for a couple of months.

The Council, Chief Daniels, and Mayor Marshall discussed the Fire Department SOP's, City Code, and what they expect when this item is on the agenda again.

**Motion:** Councilwoman Sparks made a motion to table the appointment of Fire Marshal.

**Second:** Councilman Stice seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, "Aye", Councilwoman Allen, "Aye", Councilman Stice, "Aye", and Councilwoman Sparks, "Aye". The motion carried.

#### **18. Consideration of approval of Grant of Sewer Easement from William B. Castagno to Grantsville City.**

Councilman Rowberry asked how this is different from what was approved at the RDA Meeting. Mayor Marshall stated this is the same as what was on the RDA agenda for

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approval. Mr. Coombs explained since both bodies have to sign on to it, you need a vote from both.

**Motion:** Councilwoman Sparks made a motion to approve Grant of Sewer Easement from William B. Castagno to Grantsville City.

**Second:** Councilman Rowberry seconded the motion.

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

#### **19. Closed Session (Personnel, Real Estate, Imminent Litigation).**

**Motion:** Councilman Stice made a motion to go into a closed session on pending or imminent litigation.

**Second:** Councilwoman Sparks seconded the motion.

**Vote:** The vote was as follows: Councilwoman Allen, “Aye”, Councilman Rowberry, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried and the Council went into a closed session at 8:01 pm.

Those in attendance were Mayor Marshall, Councilman Rowberry, Councilwoman Allen, Councilman Stice, Councilwoman Sparks, Christine Webb, and Brett Coombs.

**Motion:** Councilman Stice made a motion to go back into an open session.

**Second:** Councilwoman Allen seconded the motion

**Vote:** The vote was as follows: Councilman Rowberry, “Aye”, Councilwoman Allen, “Aye”, Councilman Stice, “Aye”, and Councilwoman Sparks, “Aye”. The motion carried.

#### **20. Adjourn.**

Mayor Marshall and the Council Members decided to schedule a work meeting to discuss the City Manager and Mayor positions an hour prior to the next City Council Meeting. They decided to hold the work meeting on July 21, 2021 at 6:00 pm.

Mayor Marshall discussed the 4<sup>th</sup> of July events for this year with the Council.

**Motion:** Councilman Stice made a motion to adjourn. Councilwoman Sparks seconded the motion. The meeting was adjourned at 8:24 p.m.