

**M**INUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD  
MAY 15, 2019 at 7:00 p.m. in the Vernal City Council room, 374 East Main, Vernal,  
Utah 84078.

**PRESENT:** Councilmembers Travis Allan, Dave Everett, Samantha Scott and Bert Clark and Mayor Doug Hammond. Councilmember Ted Munford was absent.

**WELCOME:** Mayor Doug Hammond welcomed everyone to the meeting.

**INVOCATION OR UPLIFTING THOUGHT:** The invocation was given by Councilmember Travis Allan.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Councilmember Dave Everett.

**APPROVAL OF CITY COUNCIL MINUTES OF MAY 1, 2019 SPECIAL BUDGET MEETING:** *Councilmember Bert Clark moved to approve the minutes of May 1, 2019 special meeting. Councilmember Travis Allan seconded the motion. The motion passed with Councilmembers Allan, Everett, Scott and Clark voting in favor.*

**APPROVAL OF CITY COUNCIL MINUTES OF MAY 1, 2019 REGULAR MEETING:** *Councilmember Dave Everett moved to approve the minutes of May 1, 2019 regular meeting. Councilmember Samantha Scott seconded the motion. The motion passed with Councilmembers Allan, Everett, Scott and Clark voting in favor.*

**REQUEST FOR FUNDING FOR “GROW YOUR OWN” TEACHER SCHOLARSHIP – LAURA FOLEY:** Laura Foley explained that this program is to help students working on their teaching degree so they will stay here once they graduate. She stated she understands budget constraints and asked the Council to consider purchasing a table for the scholarship dinner. In the past the cost was \$700 a table, however, with no entertainment this year the cost is \$380. Councilmember Samantha Scott asked what the costs are for this event. Laura Foley answered that 100% of the proceeds go toward the scholarship as the USSD pays for the dinner and USU pays for marketing. Quinn Bennion commented that this event is budgeted for FY2019, however, no funds are budgeted for FY2020. *Councilmember Bert Clark moved to contribute to the scholarship fund in the amount of \$380. Councilmember Dave Everett seconded the motion. The motion passed with the following roll call vote:*

*Councilmember Allan .....aye;*  
*Councilmember Everett .....aye;*  
*Councilmember Scott .....aye;*  
*Councilmember Clark..... aye.*

**PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SMALL CITIES PROGRAM:** Mayor Doug Hammond explained that this is the second public hearing to receive public input regarding the use of Community Development Block Grant funds to make repairs to the women’s crisis center. Mayor Hammond opened the public hearing. Quinn Bennion explained that this project includes \$52,000 of CDBG funds and

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\$5000 from the City’s capital project fund to repair the exterior concrete at the shelter and install a wood ramp. The City was successful in receiving funding through the regional rating and ranking provided through UBAG. This project will help the crisis shelter provide better services to their clients. There were no public comments and Mayor Hammond closed the public hearing.

**PUBLIC HEARING - FY2020 BUDGET:** Mayor Doug Hammond opened the public hearing to receive comments on the upcoming budget. Mr. Steve Stroka, manager of the Utah Field House of Natural History, stated that he hoped the City can continue to fund the Visitor’s Information Center. He noted that the museum has 50,000 visitors a year and will do whatever it necessary to make this partnership continue. Councilmember Bert Clark stated the City entered into this agreement with the State to provide the visitors center when the new museum was built. Councilmember Travis Allan asked if there are any other sponsors. Steve Stroka stated only in-kind donations. Quinn Bennion stated that there are still a few items that the Council needs to review for the upcoming budget. Many of the sponsorship items were lowered or dropped completely. One priority is to support festival type events within the City. Other funding items such as the recycling costs need to be investigated further to see what services are being provided. The Vernal Excitement events will no longer be funded after this year unless the TRT tax is stronger. There were no further public comments and Mayor Hammond closed the public hearing.

**REQUEST FOR APPROVAL OF MOWING CONTRACT FOR THE WALKING PARK MAINTENANCE:** Allen Parker explained that the City requested proposals to mow the Walking Park and only one bid was received from Greg Snow. The park itself looks like it is smooth and even but it is not making it tough on equipment. The proposal is to mow the park twice a month beginning in May through September. Councilmember Bert Clark asked about the water drip system. Allen Parker stated that system could not be salvaged and has been removed. He noted that there is a concern with the insurance policy and asked for approval of the contract with Snow Boyz Lawn Care contingent on finalizing the insurance policy. Quinn Bennion stated that the budget will remain at \$15,000 for maintenance of the walking park. *Councilmember Travis Allan moved to approve the contract with Greg Snow, Snow Boyz Lawn Care, to mow the walking park with the insurance information in place. Councilmember Bert Clark seconded the motion. The motion passed with the following roll call vote:*

- Councilmember Allan .....aye;*
- Councilmember Everett .....aye;*
- Councilmember Scott .....aye;*
- Councilmember Clark..... aye.*

**REQUEST FOR APPROVAL OF INTERLOCAL AGREEMENT WITH UINTAH COUNTY FOR ELECTION SERVICES – RESOLUTION NO. 2019-09:** Quinn Bennion stated that in anticipation of the upcoming City Council election, the County has prepared an agreement to administer the election for the City if necessary. This agreement is only for the general election and the cost would increase if a primary is needed. *Councilmember Samantha Scott moved to approve Resolution No. 2019-09 for the interlocal agreement with Uintah County*

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*for election services. Councilmember Bet Clark seconded the motion. The motion passed with the following roll call vote:*

*Councilmember Allan .....aye;*  
*Councilmember Everett .....aye;*  
*Councilmember Scott .....aye;*  
*Councilmember Clark..... aye.*

**REQUEST FOR APPROVAL TO AMEND CHARGES FOR SERVICES FOR RECORDS REQUESTS – RESOLUTION NO. 2019-10:**

Quinn Bennion stated that he is recommending the fees for records requests be changed mainly due to more and more requests for digital records, and the State law that requires the City to not charge for the first 15 minutes of staff time. After discussing this issue with the City Attorney, he suggested the fee be set at \$3 for 15 pages or less and \$3 plus twenty cents a page for requests over 15 pages regardless if they are electronic records or paper copies. The current fee schedule includes \$5 for a police accident report. *Councilmember Dave Everett moved to approve Resolution No. 2019-10. Councilmember Samantha Scott seconded the motion. The motion passed with the following roll call vote:*

*Councilmember Allan .....aye;*  
*Councilmember Everett .....aye;*  
*Councilmember Scott .....aye;*  
*Councilmember Clark..... aye.*

**DISCUSSION REGARDING CREDIT CARD FEES AND POSSIBLE CHANGES TO THE FEES STRUCTURE:**

Quinn Bennion explained that currently the City charges a 3% credit card fee to anyone paying a fee or permit with a credit card except for utility payments. Mike Davis clarified if they come to the office and pay their utility bill with a credit card no fee is charged. If someone makes a payment on-line a fee is charged by the software company. Quinn Bennion stated it is rare that a company adds on a credit card fee and the City does have individuals that are caught off guard. Many times those fees are built into the cost. Councilmember Travis Allan agreed that it is part of doing business and should be built into the fee. Quinn Bennion suggested the cost be built in for fees under \$500. Allen Parker stated that many of the land use fees need updated and could incorporate the credit card charge.

The City Council meeting was recessed to convene the Vernal City Municipal Building Authority meeting and reconvened when that discussion was completed.

**ADMINISTRATIVE REPORTS**

Recycling: Councilmember Travis Allan asked the staff to follow-up with the recycling company about providing bins. Also, the roads still need the sand cleared off of them. Quinn Bennion stated he would work with Ryan with Recyclops and the crews are still working on the roads.

Dino Saur Days: Councilmember Travis Allen stated he heard great things about Dino Saur Days

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and hopes it continues. He noted that this is an example of what can be brought down town.

**CONVENE INTO CLOSED SESSION:** *Councilmember Travis Allan moved to convene into closed session to hold a strategy session to discuss the sale of real property including any form of water right or water shares, discuss pending or reasonably imminent litigation, and discuss the character, professional competence, or physical or mental health of an individual and come out of closed session when the discussion is completed. Councilmember Dave Everett seconded the motion. The motion passed with the following roll call vote:*

- Councilmember Allan .....aye;*
- Councilmember Everett .....aye;*
- Councilmember Scott .....aye;*
- Councilmember Clark.....aye.*

**RECONVENE INTO OPEN SESSION:** The meeting reconvened into open session

**CONSIDER APPROVAL OF A PROPERTY PURCHASE AGREEMENT :** This item was tabled until the next meeting.

**ADJOURN:** There being no further business, *Councilmember Travis Allan moved to adjourn. Councilmember Dave Everett seconded the motion. The motion passed with a unanimous vote and the meeting was declared adjourned.*

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Mayor Doug Hammond

ATTEST:

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Roxanne Behunin, Deputy Recorder

( S E A L )