

December 3, 2020 Town Council Meeting

Meeting began at 7:00 p.m.

Council present: Steve Cox; Mayor, Elizabeth Julian, Gladys LeFevre, Judy Drain, Conrad Jepsen Council members, Judi Davis, Michala Alldredge; Town Clerks

Public Present: Corry Johnson, Cookie Schaus, Brock & Michele Lebaron, Tessa Barkan, Kipp Greene, Korla Eaquina, Ashley Coombs, Mark Nelson, Peg Smith, Phoenix Bunke, Jamie Skidmore,

Meeting began at 7:00pm

Pledge of Allegiance

Approve November 5th and November 19th meeting minutes:

Gladys made a motion to approve the November 5th minutes, Conrad seconded the motion. Vote passed 5-0. Mayor Cox made a motion to approve the November 19th minutes. Judy seconded the motion. Approved 3-0.

Reappoint Cookie Schaus to the Planning Commission:

Mayor Cox made a motion to reappoint Cookie Schaus to the planning commission for her first full five year term. Judy seconded the motion. Vote to approve passed 5-0. Elizabeth suggested that when positions on the Planning Commission are open that we advertise and solicit to fill the position. Mayor Cox agreed with her. He thanked Cookie for her service.

Reappoint Ray Gardner to the Board of Adjustment and advertise two vacancies:

Mayor Cox asked for a motion to reappoint Ray Gardner and advertise two open positions on the Board of Adjustments (BoA). Mark Nelson has agreed to serve another term if nobody else applies. Mayor Cox made a motion to reappoint Ray Gardner and advertise two open positions on the BoA. Gladys seconded the motion. Vote passed 5-0.

2020-2021 Budget update:

We have everything loaded in Pelorus and Michala emailed budget reports for the first quarter of 2021. Mayor Cox asked Town Council (TC) to familiarize themselves with the new format as well as look at departments and spending. We will have second quarter reports for the January meeting.

Update on CARES Act funding:

Mayor Cox stated that Boulder received a total of \$40,260 CARES funding in three separate tranches. Utah gave us extra money because we are a resort town and had much lower revenues due to COVID-19. He detailed how we allocated the funds received: Zoom-\$1191.60, Meeting Owl Pro-\$1063, Air sanitizing system-\$4200, Small Business Grant program-\$32,700, and approximately \$1000 left to allocate-was set aside to upgrade clerks computer equipment but hasn't been spent yet.

Request for additional CARES Act funding for Circle Cliffs Motel – Corry Johnson:

Corry explained that he felt the Circle Cliffs Motel wasn't given a fair amount after looking at the list of grant funds allocated. They received the second lowest amount of all the recipients. He asked if there were any additional funds that could be granted to the Circle Cliffs Motel. Elizabeth asked if the money allocated for the clerks computer equipment could come out of the town budget. Michala added that a monitor and webcam are the real needs at approximately \$300 and we could hold off on the desktop harddrive for another 1-2 years. Corry asked about if there is a town business liaison or TC member assigned to work with local businesses. Gladys said that if there is interest to have a town business association or Boulder Chamber of Commerce she would be happy to get a group together. Elizabeth suggested we reserve \$300 for the clerks computer needs and reassign an additional \$700 of the remaining funds to the Circle Cliffs Motel grant. Conrad made a motion to grant the Circle Cliffs an additional \$700, Judy seconded the motion. Vote passed 5-0.

Discussion of Audit Report and Fraud Risk Assessment:

Mayor Cox spoke about the recent annual state audit and how it has evolved. Kimball and Roberts filled out our Small Financial survey, Self Evaluation document and submitted them on our behalf. We also had to submit a Fraud Risk Assessment questionnaire. Each question has assigned points that when totaled equates to our fraud risk. Based on our score we are at moderate risk. Lastly, we signed a Financial Certification form. Judi confirmed that a couple of the forms are new. Mayor Cox stated going forward we need to produce a monthly financial report, which we can do through Pelorus. We also need to conduct a monthly reconciliation of our bank and investment accounts, post our meeting minutes to the PMN website within three days of approval, all TC members need to complete an online training, register Boulder town with the Lieutenant Governor's office, increase our treasury or treasurer(?) bond. Additionally, we need written policies on conflict of interest, procurement, ethical behaviour, reporting fraud and abuse, travel, credit card purchasing, personal use of entity assets, IT and computer security, and cash receipting and deposits. He stated that there are templates available on the state website that we can tailor to our needs. He stated that we will

approach these after the first of the new year so we can familiarize ourselves with the websites and get a handbook drafted.

Discussion of Anasazi State Park parking lot redesign:

Mayor Cox stated that he spoke with Jamie Skidmore, Park Manager, at the Anasazi State Park and they want to redesign their parking lot next spring/early summer. They are proposing to have one main entrance and close the gate on NW (exit now) and extend the lot to the north fence and create the exit coming out on to 500 North to turn onto HWY 12 in an effort to make entering and exiting the park safer. The town will need to move the dumpsters to allow traffic to exit onto 500 North. Judi stated that we need stop signs on the east and west side of 500 North. Mayor Cox asked Conrad and Corry to explore some options regarding moving the dumpsters from 500 North.

Department Reports:

Cemetery, Buildings, and Travel Council:

Gladys verified she will put flags up on December 7th for Pearl Harbor Day. She asked where she could store them. Judi suggested that we store them in the storage sheds behind the Community Center. She reported that the Travel Council has no money in the budget because of decreased tourism this year so they will be significantly cutting back on advertising in 2021.

Planning Commission, Roads, Garfield County PC:

Judy reported that Lee Nellis gave the Planning Commission (PC) another practice example to work on the commercial standard review and will do one more at next week's meeting. They will hold a public hearing in January on the re-draft of the General Plan Table of Uses. They discussed the cell phone towers. Sam Stout hasn't been available to help with the road signs at the Cemetery and at Jepsens so she hasn't contacted Blue Stakes yet. He will be available after next Thursday so she will have an update for the January meeting. Mayor Cox stated that he met with UDOT and they have completed the turning lane at the intersection of HWY 12 and the Burr Trail road. They will come back in the spring to repaint the stripes on the road.

Enforcement, Landfill, Grounds and Park Committee:

Conrad reported that he called Commissioner Jerry Taylor about identifying someone to pick up the big items from the dump. Mayor Cox added that the new sidewalk and gate were put in at the Community Center and Corry did a nice job.

EMS, Fire Council, Library Board, Arts Council and GCSD:

Elizabeth had no updates from EMS and no updates or information from Taylor or Andy regarding their EMT certifications status. She stated that Judith Geil emailed her

because she is interested in working on the next fire ordinance language and wording. She had no updates from the Library. The Arts council met and there were no updates. Garfield County School District (GCSD) is allowing each school to operate as they see fit based on COVID-19 and restrictions on extra curricular activities have been lifted. Participants are tested weekly and can have two guests allowed in to watch the event. The GCSD has secured approximately 90 rapid tests per high school per week for the next six weeks to test participants.

Mayor:

Mayor Cox stated that the Tree Board has submitted this year's Tree City application.

Clerks:

Approval of Checks Issued for November:

Judy made a motion to approve the November checks. Gladys seconded the motion. Vote was unanimous to approve.

Public Comments:

None

Gladys made a motion to adjourn. Judy seconded the motion. Vote was unanimous to adjourn.

Meeting adjourned at 8:10pm.