APPROVED

Boulder Town Council Regular Meeting Minutes August 4, 2022

Town Council Present- Gladys Lefevre, Steve Johnson, Jimmy Catmull,Mayor Judy Drain, and Elizabeth Julian via zoom

Public Present in person- Ashley Coombs, Robert Wilson, Tina Karlson, Susan Heaton, Lacy Allen, Blake Spalding, Judit Geil, Tessa Barkan, Elena Hughes, Mark Nelson, Jen Bach, Jessica Lefevre

Public Present via Zoom -Troy Julian, John Veranth, Nancy Tosta, Jeanne Zeigler, Dan Pence and Jennifer Geerlings, Nick Vincent, Andy Rice, Shelly Price-Gipson, Scott Berry, unknown phone number, Peg Smith

Meeting was called to order at 7:03 by Mayor Judy Drain

– Pledge of Allegiance

Elizabeth Julian makes a comment that as a council they should not be discussing and voting on items when they do not have all the information and materials ahead of time. Judy and Elizabeth discuss making a goal to have written material out to all the council members by at least a  week before the meeting.

Judy Drain makes a motion to approve the August Agenda and Gladys Lefevre seconds it. The motion opens up to discussion. Gladys says yes, Steve says yes, Jimmy says Yes, Judy says yes, and Elizabeth says yes, the motion to approve the agenda passes.

– July minutes approval- Judy Drain makes a motion to approve the regular meeting minutes and Gladys seconds. Judy asks for any discussion on the minutes. Gladys says yes, Steve says yes, Jimmy says yes, Judy says yes, and Elizabeth says yes, the minutes are approved with the one change that has already been changed prior to the meeting. Judy Makes a motion to approve the minutes for the July Special meeting and Steve seconds. No discussion and Gladys says yes, Jimmy says yes, Steve says yes, and Judy says yes to approve the July special meeting minutes. Elizabeth was not at the meeting so she did not vote. Both minutes for July were approved and will be posted on the website within 3 days.

– Zoning Administrator- Judy comments that in the past she has had a public request having a local zoning administrator. Elizabeth Julian reads a letter from Matt Cochrane. Judy comments that Conrad Jepsen has volunteered to be an in person volunteer to help assist April while she works remotely. Judy Makes a motion to discuss and decide what to do moving forward and Gladys seconds to discuss it. Jim Catmul reads ordinance Subdivisions 2019-4 section 700-5 for the zoning administrator. Some of the council members discuss different pros and cons and how they can help make it work to have Conrad and April work as a team and make them aware of what their responsibilities are together and separately. John Veranth makes a comment that the town does hire a professional to do the inspections stated in the ordinance. Elizabeth states that she thinks having an in person assistant is a great idea but she does think that it needs to be an open position to the public before the council appoints someone. The first motion to discuss and decide failed and it is tabled for another meeting when more information is gathered and everyone is fully informed.

– Lights in the Community Center-Judy comments that finding an electrician to give the town a bid for the lights has been challenging. Judy asks Gladys if she can help try and get ahold of an electrician. The first one they'd like to try is Chad Williams as he is familiar with the lights and the building. It will also be in the Insider. Tabled till next month.

– ARPA and School Safety Funds- Judy announces  that the ARPA second and final amount of $ 14261.50 was deposited in the account on July 26. She also states that the town should be expecting the School Safety Funds sometime this month.

– Mayor Pro-tem approval- Judy comments that a Mayor Pro-tem is needed. She asked Gladys and she was not interested, and then she asked Jimmy and he said he was interested. Gladys asks for a brief explanation on what it means. Judy comments that he just fills in when Judy is gone. Judy makes a motion to vote Jimmy in as Mayor Pro-tem and Elizabeth seconds it. It opens for discussion.  Elizabeth asks for an explanation of what the responsibilities are of the Mayor Pro-tem. Judy states he just takes her place and runs the meeting. Elizabeth asks when Gladys did it for Steve how the process was done. Gladys could not remember if she was appointed or not. Judy states that the council has to have one and the council also has to vote someone in and they cannot be appointed. Elizabeth states she supports it but she would like to be more aware and informed  of the responsibilities and duties of the Mayor Pro-tem. Jimmy reads the definition of what a Mayor Pro-tem is out loud. Peg also states that the definition may need to be added to the ordinance as she can’t recall anything. John Veranth states that it is not in our ordinances or in the Utah Municipal code. The matter is tabled and will be discussed at next months meeting.

– Boulder Mtn. Lodge parking on trail-Steves states that he contacted Susan at the Boulder Mountain Lodge. Susan said she would pass on the message. Susan Heaton says that the lodge has adequate parking for the lodge guests. She states that most of the people parking there are parking more for the restaurants and other businesses. She also states that they love the trail and they have some concerns about what the town plans to do. Jimmy comments that the town just wants to take measures to make the trail seem more defined and visible. Blake Spalding comments that most of the people who park there are larger vehicles and trailers. Blake asks and discusses different sign options and precautions to be taken. She also asks how the parking gets enforced. Steve comments that the council wants to work with the businesses to make things good and right. Blake also discusses her concerns for the Burr Trail blind hill. Judy asks Jimmy what the plans for the placement of the railroad ties are and he states his thoughts. There is a discussion on the plans and other options. Judith Geil asks if this would count as a blockage on a town right of way. Jimmy comments that Udot told him that it would not.  The main concern is to make sure the walking trail is still designated. Lacy Allen suggests making a fence and Jimmy states that the town can't put something that isn’t approved by udot. Blake asks if the town waits until after the season and Jimmy comments that they will have to wait until it's approved before they can do anything anyway. Gladys suggests making a plan and then approving it at the September meeting.

– Burr Trail blind hill- Judy comments that Financially it will be a big project and Gladys also comments that it would interfere with the irrigation water making it even more expensive. Jimmy states that the bid he received was over $600,000. Jimmy and Judy suggest adding signs that say “Blind Hill” and adding flashing lights.Jimmy says that the flashing light signs are anywhere from $4,000 to $12,000. They are wanting to take these precautions to try and slow down vehicles.  Jimmy  also talked to Rod Peterson about the town trimming the town trees back and Jimmy suggested a culvert extension to widen out the road. Jimmy is also working with Udot on working on the intersection. There is also discussion on adding speed dips and what other options could be explored. Elizabeth agrees with everything being said and suggests having a few different options to be presented at next month's meeting. Judy states that it will be put on the agenda for September.

– Electronic Meeting Draft – John Veranth- John asks for the draft to be brought up on the screen. John then states briefly that the state legislature passed an amendment that said it needs to be defined by ordinance or resolution how a quorum is determined for an electronic meeting. He states that right now Boulder is operating under resolution 2020-2 which allowed electronic meetings but did not define quorum. It also applied that you had to vote on each electronic meeting individually. He looked into other drafts and included in his draft some parts that were not included. He discusses some of the changes he made that were needed. He states that he did this as a citizen volunteer and asks that the council adopts the updated ordinance. Judy states she is okay with what he did but the council has not received the updated draft  and the council will have to wait and receive it. It will be tabled til the September meeting.

– Planning Commission update on hydrants – John Veranth- John states that in June and July the Planning commission discussed what distance from a hydrant is required in a subdivision lot. He reads the existing ordinance and reads some parts of the Utah wildland interface code that Boulder adopted. He comments some of the matters that the planning commission discussed in their July meeting. John says he is looking for feedback from the town council as far as objectives and goals so the planning commission can start drafting as far as what the council wants as well as make some clarifications. Jimmy comments that when the NFPA was adopted that is what determined the hydrant distance. Jimmy defined what feasible in the code means. Jimmy also mentions that if a builder is doing their own thing and not connecting to Boulder Farmstead that they can not say they have to have a hydrant. If someone is not subdividing and selling then they do not have to put in a hydrant as long as their road is adequate. Elizabeth states that there are still a few things that are unclear to her and she suggests that the planning commission has legal review before they go too far with the matter. John comments that what he understands is the direction from the town council is to focus on new subdivisions and not existing lots and the second is they want to be clear and explicit on distances from the hydrant to the building and the third was that feasibility is really technical feasibility and not concerning the cost. Elizabeth asks for some clarification and John discusses some of them based on the codes and the council has a discussion on some comments and concerns. John states that he has received some clarity and some ideas to move forward.

– NHMP Resolutions and EOP/evacuation plan introduction  ( [Res2022-1 Nat Haz Mitigation Plan](https://boulder.utah.gov/wp-content/uploads/2022/08/Res2022-1-Nat-Haz-Mitigation-Plan.pdf)) Judith Geil explains that the town of Boulder has participated in the 5 county natural hazard plan since 2018. The renewal came up and was reviewed when Steve Cox was Mayor. She discusses the process of the plan and she states that the plan itself is a requirement. She comments that it is at the final stage and needs to be presented to the council for a vote. The document will need to be signed by the council members and submitted by August 31st. Judy makes a motion to pass the plan and Elizabeth seconds. It opened for discussion. Judy comments that her and Jimmy had a discussion on some names of people in the public who should be involved in the discussion. Gladys says yes, Steve says yes, Jimmy says yes, Judy says yes, and Elizabeth says yes to pass the NHMP resolution and Mitigation Plan. The next topic that Judith Geil brings up is on behalf of the wildfire council concerning the emergency evacuation plan. She states the the starting point is identifying a chain of command with the Mayor and council and any other designated individuals. Secondly is a system for transmitting information. Judith presents a system using PODs and she discusses what that would involve and how council members would be involved. The third part is the responsibilities of the POD leaders. She would like to get started on it and have support before establishing the POD leaders. If any of the members have questions she requests they email her directly. Judith thanks the council for their time and she will move forward with the plans.

– Amendments on dual wording in certain ordinances- Judy discussed that it needs to be taken care of so the wording in the ordinances does not become a conflict. Judy discusses some of the changes include the Fire Marshall, roads and streets, as well as not naming the council members. Elizabeth makes a motion to stipulate exactly where the changes need to be made in the ordinances so across all documents Fire Marshal is changed to Fire Authority as well as Peter Benson's job title is changed to Fire Authority and Gladys seconds it. No discussion, Gladys says yes, Jimmy says yes, Steve says yes, Judy says yes and Elizabeth says yes. The motion passes. Elizabeth makes a motion to take the current emergency plans and instead of listing individual council members and the Mayor to just list them as numbers so it can later be changed across all documents. Gladys says yes, Steve says yes, Jimmy says yes, Judy says yes, and Elizabeth says yes. The motion passes. Judy states the changes will be made and ready to be presented before the September public meeting. Jimmy states that he has found 2 different sizes in the road standard from 18ft to 22ft. He states that it needs to be changed so that all road standards are 18ft drivable surface. Elizabeth states that since it's a land use change it needs to go to the planning commission first. Jimmy makes the recommendation to send to the planning commission to make sure that everything is set at 18ft. Steve Seconds it. Gladys says yes, Jimmy says yes, Steve says yes, Judy says yes, and Elizabeth says yes to send it to the planning commission.

– Minutes complaint and codification update- There was a public complaint on the behind minutes. The step is being taken to have unapproved minutes out to the council and public within 15 working days. Once minutes are approved the minutes will be posted within 3 days. Judy, the clerks, and Peg are working towards getting approved minutes codified.

– Hard Copy of Ordinances-It needs to be made sure that hard copies of the books are kept up to date. The best way to find updated ordinances is to look at the codified copies. Gladys comments that if a council member wants the updated hardcopy of the ordinances then the town should pay for it as long as they pass it along to the next council member. After no more discussion Gladys makes a motion that if people are interested in hard copies of the town ordinances then they are responsible for paying the costs, with the exception of town officials. The town will pay for the hard copy and the copy will have to be passed on. Jimmy Seconds the motion. After no further discussion, Gladys says yes, Jimmy says yes, Steve says yes, Judy says yes, and Elizabeth says yes. The motion passes.

– Approval of July checks-All members view the checks from July and Gladys asks for clarification on the check to Sam Stout and Jimmy states it was for the Boulder Pines Rd. improvements. Gladys then makes a motion to approve July checks and Steve seconds it. Gladys says yes, Steve says yes, Jimmy says yes, Judy says yes and Elizabeth did not vote because she did not see the checks before the meeting.

– Department reports

Elizabeth- Planning commission- John Veranth presented the discussion of the fire hydrants and they are discussing a community housing forum. They are also discussing bringing some experts in and conducting surveys. The library has the same hours and encourages the public to come. The arts council- BJs exhibit has one more week, they had a paper cutting workshop, coming up is an out of the box music and dance trio at the end of August.

Gladys- is going to work on the freebox and get more boxes hauled off.

Steve- park committee had some misunderstanding and he discusses that the committee is going to have a meeting to elect a chairman and they will also discuss electing new members.

Jimmy- dump is still waiting on Dwights to haul off metal, the Fire Department is still waiting on the order, there was one car fire on Lower Bowns road, Jimmy thanks whoever mowed Lower Boulder rd.

Judy- was not able to attend the planning commission, Bill Baron is coming through Boulder and will be at the Pavilion at 6 PM and is inviting the public to come discuss the changing climate. Judy requests no town business is brought up or discussed at her job and Elizabeth comments that she supports this.

– Public Comments

Robert WIlson comments on the conflict of interest and states that it has come up in the last few months. Judy comments back that she is working towards scheduling the meeting with the Utah Trust who provide it. Judy is unsure of what Robert is requesting and states she will look into it further.

Peg Smith comments in relation to the ordinances and the big reason for the codifications was to have all the updated and approved ordinances. She also comments that sections can be downloaded. It is the best way to make sure you are viewing the correct and updated copies.

Judy Makes a motion to adjourn the meeting and Steve Seconds it. Gladys says yes, Steve says yes, Jimmy says yes, Judy says yes, adn Elizabeth says yes. The meeting is adjourned.