

MINUTES TO BE APPROVED AT JANUARY TOWN COUNCIL MEETING

Boulder Town Council Regular Meeting

November 7, 2023 7:00 PM

Meeting Minutes

Town Council Members present- Mayor Judy Drain, Conrad Jepsen, Gladys LeFevre, Elizabeth Julian

Town staff present or on Zoom- Town Clerk Jessica LeFevre, Planning Commission Clerk Peg Smith

Meeting was called to order at 7:01 PM

Pledge of Allegiance- The Pledge of Allegiance was recited.

Approve agenda- Councilmember LeFevre made a motion to approve the agenda. Councilmember Jepsen seconded. All voted Aye. Motion passed unanimously.

Swear Conrad Jepsen into Council Seat- Clerk LeFevre swore in Conrad Jepsen to the Council Seat.

TC conflict of interest disclosure- None were disclosed.

Department report, council and administrators- Councilmember Julian reported on Planning Commission updates, the Arts Council and the holiday market, and library hours.

Councilmember LeFevre reported on having culverts put in at the cemetery. Clerk LeFevre reported on the Halloween Trunk or Treat.

Mayor Drain reported on her meeting with the Tree Board and the trees that needed maintenance. Tina Karlsson reported that the tree in question had been pruned. Mayor Drain reported on the Salt Lake County meeting and the ordinances that were passed.

Councilmember Julian clarified that the new Zoning Administrator had started and asked if there was an update on the speed bumps. Clerk LeFevre replied that they were working towards putting an order in and having them replaced and possibly relocated.

Review of Roberts Rules 5 minute limit- Clerk LeFevre reported on the Roberts Rules training and that this would be an agenda item at every meeting in order to educate the public on the rules and inform them on the processes Council was going through because of the Roberts Rules. She covered the rules of the Public Comment section of meetings.

Public Comments 3 minutes maximum per person. you may not give your time up to another person-

Dan Pence made a public comment.

John Veranth made a public comment.

Cindy Wilson made a public comment.

Jeff Sanders made a public comment.

Public Hearing for Housekeeping Ordinance- Councilmember LeFevre motioned to move the Public Meeting to a Public Hearing. Councilmember Jepson seconded. All voted Aye. Motion passed unanimously.

John Veranth spoke on behalf of the Planning Commission and provided a brief overview of the Housekeeping Ordinance.

Dan Pence asked about the private driveway maintenance section. John Veranth clarified the language for him.

Councilmember LeFevre made a motion to close the public hearing. Councilmember Jepson seconded. All voted Aye. Motion passed unanimously.

Councilmember LeFevre made a motion to go back into the public meeting. Councilmember Jepson seconded. All voted Aye. Motion passed unanimously.

Housekeeping Council Discussion- Councilmember LeFevre expressed the same concern as Mr. Pence concerning the private driveway maintenance section. Clerk LeFevre commented they had been talking to the attorney about it and were working on it.

Councilmember LeFevre asked if since the state was changing the codes regarding subdivisions, were they wasting their time with this ordinance. Mr. Veranth replied that because they had so many conceptual subdivision plans in the pipeline, they needed to get the ordinances in line with what they had been doing and this was a stop-gap temporary fix that was necessary.

Councilmember Julian explained why the language 'the town was responsible' was used in the ordinance.

Mayor Drain went through the document for discussion. Clerk LeFevre commented that Attorney Michael Wynn had gone through the document and made some verbiage corrections but she had received the corrected document earlier that day and had not had time to distribute it but it would be distributed for discussion at the following meeting.

Mayor Drain continued through the document for any questions or corrections. There was discussion about the language on page six about the use of the phrase 'town' versus 'town clerk'. Mayor Drain asked for clarification on item number 4 on page six. John Veranth clarified the language and explained this was one of the things that would go away with the new state statutes. There was discussion about whether or not to keep the language, to remove 'to the town', or to change the language. Planning Commission Clerk Peg Smith explained that this would change in a year, but they needed to have something in place for the year until the changes took place. There was further discussion on what language to use. It was decided to change the language to 'town clerk'.

Mayor Drain continued through the document and discussed the changes that had been made. The discussion ended and it was decided Clerk LeFevre would make the appropriate adjustments to the document for presentation at the following meeting.

Mutt Mitt Station- Clerk LeFevre presented this item which related to the dog poop bag dispensers. Lisa Varga and other dog owners wanted to donate one for the park and wanted approval for placement at the pavilion.

Councilmember LeFevre made a motion to approve the donation of the mutt mitt station for the pavilion that would be installed by Corry. Councilmember Jepson seconded. All voted Aye. Motion passed unanimously.

OneSolve quote- Mayor Drain explained this was the quote presented by Judith Geil at the previous meeting for a communication system and gave the figures from the quote and the deadlines for approval. Clerk LeFevre and Judith Geil explained the logistics of the system. Councilmember LeFevre suggested they look into using the system for more than wildfire emergencies. It was decided to look further into the system and have the attorney look over the contract.

Boulder Town signs follow up- Councilmember Julian presented this item and stated she had approached the Boulder Arts Council and the Boulder Community Alliance who were both interested in the project but thought the turnaround time was too short.

Councilmember LeFevre stated there was plenty of time and she wanted it done well rather than rushing the process.

Discussion about ordinance changes referring to Planning Commission Clerk- Mayor Drain stated they would have to change this ordinance relating to the Town Clerk and the Deputy Clerk taking over the responsibilities of the Planning Commission Clerk. There was discussion about the timeline of the transition of positions. Mr. Veranth suggested appointing Jessica LeFevre as the recording secretary for the Planning Commission in order to fulfill the ordinance without an immediate change. It was decided to assign Jessica LeFevre the role of recording secretary for the Planning Commission. Attorney Wynn said he had seen people hold multiple positions but he would have to take a look at it.

Discussion of what the Work meeting in November would be about presented by Judy Drain- Mayor Drain presented this item which related to the discussion of the ADA path.

Software presented by Elizabeth Julian- Councilmember Julian explained the logistics of the software and all of its features. She stated she was more than willing to support obtaining this software but she would not be on the Council after the upcoming election and wanted to leave it up to the new members of Council to make the decision about whether or not to move forward with this. It was decided to further look into this software.

Approval for October checks issued- Motion to accept October checks as issued made by Councilmember LeFevre. Seconded by Councilmember Jepson.

Councilmember Julian did not vote. All others voted Aye. Motions passed.

Upcoming business for December- The upcoming business items were discussed for the December meeting.

Adjourn- Motion to adjourn made by Mayor Drain. Councilmember LeFevre seconded. All voted Aye. Motion passed unanimously.

Minutes prepared by Jessica LeFevre, Town Clerk

Date