

Rockville Town Council
January 11, 2012
Rockville Community Center

The Oath of Office was administered to Megan Honer-Orton and Dan McGuire prior to the meeting.

1. **CALL TO ORDER – ROLL CALL** – Mayor Allen Brown called the meeting to order at 6:00 p.m. The following members of the Rockville Town Council were present: Jeff Ballard, Dan McGuire and Megan Honer-Orton. Pam Leach was excused. See attached list for others present. Town Clerk Elaine Harris recorded the meeting.
2. **PLEDGE OF ALLEGIANCE** – Mayor Brown led the Pledge of Allegiance.
3. **DECLARATION OF CONFLICTS OF INTEREST WITH AN AGENDA ITEM** – No conflicts were declared.
4. **PUBLIC COMMENT** – There were no public comments.
5. **REPORT AND ACTION, IF NECESSARY, ON RECOMMENDATIONS OF THE PLANNING COMMISSION – PLANNING COMMISSION CHAIR SHARON HATFIELD** – Chair Hatfield reported that the Planning Commission tabled a request for a building permit to obtain legal advice. According to the Rockville Land Use Code, the property had been abandoned and, therefore, lost its status as a non-conforming use. The buildings have not been occupied for more than a year, but there are numerous extenuating circumstances regarding the property. She noted that the Town had red tagged one of the buildings, which prevented occupancy, and the property had been in foreclosure. The Town has never considered the property abandoned and it has continued to work with the owners regarding plans for renovating the buildings. Once legal advice has been obtained, the Planning Commission will hold a special meeting to reconsider the permit application.

Chair Hatfield also reported that the Planning Commission approved a proposed revision of the on-street parking ordinance in the Land Use Code. She reviewed the proposed changes. The Planning Commission will hold a public hearing on the proposed revision.

David Hatfield suggested inserting a notice of the new parking regulations in the newspaper. Mayor Brown agreed, and added that an informational email should also be sent out to residents.

Chair Hatfield stated that the Planning Commission reviewed the results of the outdoor lighting questionnaire circulated to Town residents. Only thirty were returned, but the results were very positive. Commissioners are now making some revisions to the outdoor lighting ordinance, based on the surveys.

Finally, the Rockville Housing Task Force has contacted Gary Zabriskie from Five County Association of Governments regarding input and assistance. Chair Hatfield outlined the issues being addressed by the Task Force.

The Planning Commission also prioritized its upcoming projects. Chair Hatfield invited comments and suggestions from the Council regarding potential projects.

6. **ACTION ON A RESOLUTION PROVIDING FOR APPOINTMENT OF MAYOR PRO TEMPORE FOR THE TOWN OF ROCKVILLE** – Jeff Ballard nominated Dan McGuire for the position. Dan accepted the nomination. Mayor Brown read the resolution.

Jeff Ballard **MOVED** to approve Resolution No. 12-0111-1, *A Resolution Providing for Appointment of Mayor Pro Tempore for the Town of Rockville*, naming Dan McGuire as Mayor Tempore. Dan McGuire **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

7. **ACTION ON A RESOLUTION FOR APPOINTMENT OF TOWN RECORDER/CLERK FOR THE TOWN OF ROCKVILLE** – Clerk Harris explained that Utah law requires a reappointment every election year. Dan McGuire recommended Elaine Harris for the position of Town Recorder/Clerk. Jeff Ballard seconded the recommendation. Mayor Brown read the resolution.

Jeff Ballard **MOVED** to approve Resolution No. 12-0111-2, *A Resolution for Appointment of Town Recorder/Clerk for the Town of Rockville*, naming Elaine Harris as Town Recorder/Clerk. Megan Honer-Orton **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

8. **ACTION ON A RESOLUTION PROVIDING FOR APPOINTMENT OF TREASURER FOR THE TOWN OF ROCKVILLE** – Mayor Brown read the resolution.

Jeff Ballard **MOVED** to approve Resolution No. 12-0111-3, *A Resolution Providing for Appointment of Treasurer for the Town of Rockville*, naming Megan Honer-Orton as Treasurer. Dan McGuire **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

9. **ACTION ON A RESOLUTION TO DESIGNATE AUTHORITY TO SIGN PAYMENT VOUCHERS OF THE TOWN OF ROCKVILLE** – The Council agreed to authorize all Council members to sign payment vouchers. Mayor Brown read the resolution.

Dan McGuire **MOVED** to approve Resolution No. 12-0111-4, *A Resolution to Designate Authority to Sign Payment Vouchers of the Town of Rockville*, naming Allen Brown, Jeff Ballard, Dan McGuire, Pam Leach, and Megan Honer-Orton as authorized signatories. Jeff Ballard **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

10. **ACTION ON A RESOLUTION TO DESIGNATE AUTHORITY TO ACCESS THE SAFE DEPOSIT BOX FOR THE TOWN OF ROCKVILLE** – Clerk Harris outlined the contents of the safe deposit box. Mayor Brown read the resolution. He reminded the Council members that the person who receives funds on behalf of the Town should not be the same person who deposits those funds.

Megan Honer-Orton **MOVED** to approve Resolution No. 12-0111-5, *A Resolution to Designate Authority to Access the Safe Deposit Box for the Town of Rockville*, naming Allen Brown, Megan Honer-Orton, and Elaine Harris as those who are so authorized. Jeff Ballard **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

11. **DISCUSSION REGARDING AND ASSIGNMENT OF TOWN COUNCIL RESPONSIBILITIES** – Mayor Brown circulated the list outlining each Council member's responsibilities. Dan volunteered to work with Intermountain Healthcare regarding the hospital. Jeff volunteered to sit on the Historic Preservation Commission. Dan also agreed to act as the Town's representative to the Rockville/Springdale Fire Protection District and to sit as an alternate member of the ZC3 Committee.

12. **ACTION ON A RESOLUTION FOR AN APPOINTMENT TO THE ROCKVILLE PLANNING COMMISSION** – Mayor Brown read the resolution. Mayor Brown noted that after this appointment there is still a vacancy on the Commission.

Dan McGuire **MOVED** to approve Resolution No. 12-0111-6, *A Resolution for an Appointment to the Rockville Planning Commission*, naming Rob Snyder as a continuing member of the Planning Commission. Megan Honer-Orton **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

13. **DISCUSSION AND POSSIBLE ACTION REGARDING SOUTH CREEK DAM (TREES DAM) TO INCLUDE A REPORT BY MAYOR BROWN REGARDING A TOUR OF THE DAM ON DECEMBER 22, 2010, A LETTER OF CONCERN FROM DAN AND ALEEN MCGUIRE DATED DECEMBER 28, 2010, AND AN INSPECTION REPORT DATED DECEMBER 15, 2011** – Mayor Brown updated the Council members regarding the status of the dam. A meeting with the Trees Ranch and the state engineer is tentatively planned for January or February. Mayor Brown has asked the engineers to address the Council regarding the status and condition of the dam, as the Trees Ranch intends to return the dam to full operation and capacity. The group has met the standards set by the State and the State has now lifted its restrictions on the dam. Mayor Brown explained that, because the dam is privately owned, the Town has little authority to order the Trees Ranch to make changes.

Mayor Brown again suggested hiring a private dam engineer to inspect the dam and to make recommendations.

14. **UPDATE ON PENDING PROJECTS AND DISCUSSION REGARDING NEW PROJECTS** –

The EECBG Community Center Project: Megan reported on the status of the EECBG Community Center project. The paperwork is ready to be submitted. She intends to request acrylic storm windows. The remaining projects include insulating the basement walls, replacing the windows in the basement of the Recreation Hall with double-paned windows, modification of the air return system to improve efficiency, and installing storm windows in the Main Hall. She is also trying to get an HVAC system for the apartment. Megan noted that the grant designated \$2,409 for administrative expenses. She has asked that those funds be added to the grant's general funds since the Town does not qualify for reimbursement of administrative costs. Dan suggested installing on-demand hot water heaters in the building. Other Council members suggested other ways to improve energy efficiency.

Rockville's Sesquicentennial Celebration: Mayor Brown reported that Pam Leach and Shirley Ballard have been appointed as co-chairs of the Town's 150 year celebration. They have been contacting residents regarding historical photographs. A T-shirt design competition is planned and posters have been designed. Council members suggested restricting the T-shirt design competition to current and former residents of Rockville. Dan suggested "Rockville Roots". Pam is also working on a Town calendar.

Safety Improvements on Eagles Crag Road: Jeff reported that Alan Lee hopes to get the grading, graveling, and barriers finished soon. Some of the Town's Class "C" Road funds will be used and the mesa residents have agreed to contribute money toward the project.

Engineering Study of the Rockville Bridge: Mayor Brown stated that Michael Robinson has suggested the Town meet with UDOT to discuss whether bracing will be necessary for the bridge to

qualify for funds. Although UDOT does not own the bridge or the road, they must recommend the bridge for federal funding. Dan thinks the road needs work, but the bridge is sound. He is concerned about the high cost of renovation.

Geologic Hazard Study: Mayor Brown reported that the study is finished, but the information is not accessible. One presentation regarding the study has been scheduled, and Mayor Brown anticipates UGS will schedule a public presentation within the month. He pointed out the identified risk areas.

Zion Canyon Campground Study: Mayor Brown indicated that, although the study does not directly affect the Town, there were numerous complaints regarding recreation vehicles parked throughout the Town during the tourist season. He believes the parking problem will continue, since Mosquito Cove is widely known as a free campground. UDOT Hill is another potential site for a campground. A campground is needed, but Mayor Brown believes that the Mosquito Cove site is preferable and will create fewer problems for Rockville in the long run.

Trees Dam: Mayor Brown invited other Council members to attend the dam walk with him. He will let them know when it will be held.

"B" and "C" Road Allocations: The current allocation is based on information gathered before the Grafton Road was partially paved. Because a paved road requires more expensive maintenance, the Town is entitled to more road funds. Mayor Brown is working to get the data updated.

Clearing Leaves: Mayor Brown reminded the Council that the Town is responsible for keeping the ditches clear. He suggested inviting the Renaissance Ranch residents to help with the project. Dan suggested budgeting funds to have prisoners clean the ditches each autumn. He also volunteered to contact UDOT. Mayor Brown suggested scheduling work weekends so Town residents can help with some of the ongoing maintenance projects.

Clean Community Resolution: Dan suggested passing a Clean Community Resolution or Ordinance to identify projects and to obtain help from residents. He noted that the sidewalks need to be cleaned and the parking strip on SR-9 needs to be improved.

Jeff Ballard outlined the projects he thinks are important, including cleaning up the Fowlke property, sealing and striping the parking lot, improving several local roads, general maintenance in the cemetery, and installation of barriers near the bridge.

Mayor Brown noted the increasing number of vacant homes in town. He suggested passing an ordinance regarding maintenance of those properties.

15. **QUARTERLY BUDGET REPORT – CLERK HARRIS** – Clerk Harris explained the report, which is in response to a recommendation made by the Town's auditors.
16. **APPROVAL OF EXPENDITURES FOR THE MONTH OF DECEMBER 2011 – TOWN CLERK** – Megan Honor-Orton **MOVED** to approve the expenditures for the month of December 2011. Jeff Ballard **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.
17. **APPROVAL OF THE MINUTES OF THE DECEMBER 14, 2011 TOWN COUNCIL REGULAR MEETING** – Megan Honor-Orton **MOVED** to approve the minutes of the

December 14, 2011 Town Council Regular Meeting, as amended. Dan McGuire **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

18. MAYOR AND TOWN COUNCIL MEMBER REPORTS AND COMMENTS

Jeff Ballard thanked those who helped with the holiday decorations and with the Town's Christmas party. Mayor Brown noted that he had received several favorable comments regarding the decorations. He received one complaint about the banner.

Megan Honer-Orton asked for help determining which stretches of sidewalk need to be ground down. Dan and Mayor Brown volunteered to help.

Dan McGuire thanked Jeff and his son Ryan for building a platform to put holiday lights on the bridge. He noted that Rocky Mountain Power has limited the man hours allowed for the lights. Dan suggested that if Rocky Mountain Power limits the hours to work on the streetlights, the Town budget funds to pay for it.

Mayor Brown reported that the mosquito district can now test mosquitoes for West Nile virus. He also provided instructions for accessing census data. Mayor Brown received a survey regarding agricultural classification, which he completed and returned. He also reported that Representative Matheson's office has asked about Arizona's proposed toll road through the Virgin River Gorge on I-15. Any comments should be directed to the Representative's office.

- 19. TOWN BUSINESS** – Clerk Harris asked for suggestions regarding the allowed travel per diem. The Council members discussed per diem amounts, as well as room rates. Clerk Harris reminded the Council that she needs information for the newsletter by February 1st. She also noted that the Town will need a budget amendment to pay for the backhoe and the Town website. Clerk Harris pointed out that the telephone in the Community Center is unnecessary and expensive. The Council members agreed that the phone is unnecessary and should be removed. Clerk Harris pointed out some of the changes she had made to the minutes. She has the audit and it is available for public review. The auditor recommended bonding, so Clerk Harris is gathering information regarding the costs associated with bonding. She also has two new Powers and Duties books available for check out. Clerk Harris has a model fraud prevention program that can be used for the Town. She will provide a quarterly budget report, but rather than providing monthly budget reports, she can provide a balance sheet each month. She reported that the Mayor suggested eliminating the pie charts, as they take a lot of time to produce. Dan stated that he prefers the pie charts.

- 20. ADJOURN** – Megan Honer-Orton **MOVED** to adjourn. Jeff Ballard **SECONDED** the motion. A roll call vote indicated all those present **VOTED** in favor of the motion.

The meeting adjourned at 8:05 p.m.

Minutes prepared by:

Teri Forbes, Owner
T Forbes Group