

**MINUTES OF THE
WENDOVER CITY COUNCIL SPECIAL MEETING
Wednesday, June 26, 2013 at 6:30 P.M.
Wendover City, Tooele County Complex Building**

1. CALL MEETING TO ORDER.

Mayor Mike Crawford called this meeting to order at 6:30 p.m.

2. ROLL CALL.

PRESENT:	Mayor	Mike Crawford
	Councilmember	Dennis Sweat
	Councilmember	Lamar Melville
	Councilmember	Karen Shepherd
	City Administrator	Glenn Wadsworth
	City Treasurer	Darlene Trammell
	City Clerk/Recorder	Mariah Murphy
ABSENT:	Councilmember	Gordon Stewart
	Councilmember	Mandolin Hunt

AUDIENCE:

3. PLEDGE OF ALLEGIANCE.

Lead by Councilmember Karen Shepherd.

4. RESOLUTION 2013-03, A RESOLUTION TO AMEND THE CITY OF WENDOVER 2012-2013 ANNUAL BUDGET AND MATTERS RELATED THERETO. DISCUSSION/DECISION.

Motion made by Councilmember Karen Shepherd, seconded by Councilmember Lamar Melville to approve Resolution 2013-03, a resolution to amend the City of Wendover 2012-2013 annual budget. Roll call: Councilmember Dennis Sweat – Aye; Councilmember Karen Shepherd – Aye; Councilmember Lamar Melville – Aye; Councilmember Gordon Stewart – Absent and Councilmember Mandolin Hunt - Absent. All in favor, motion passed.

5. ADJUSTMENTS TO THE 2013/2014 ANNUAL BUDGET AND MATTERS RELATED THERETO.

City Treasurer Darlene Trammell presented the Council with the Annual Budget for 2013/2014. Darlene discussed the changes made to the following accounts.

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Taxes

An increase was made to “PENALTIES AND INTEREST” totaling \$10,280.00. Reduction was made in the “SALES AND USE TAXES” equaling \$168,900.00. The “PERSONAL PROPERTY TAX” was increased to be \$8,000.00. **Total Taxes = \$454,367.00.**

Licenses and Permits

An additional \$510 was added to “NON-BUSINESS LICENSE AND PERMITS.” An increase was made to the cost of “BUILDING PERMITS” totaling \$5,000.00. “PLAN CHECK FEES” budget was increased to \$2,000.00. The budget for “ANIMAL LICENSES” was decreased due to a wrong entry totaling \$1,500.00. **Total = \$27,610.00.**

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Contributions and Transfers

The budget for “TRANSFER IN FROM UTILITY FUND” was reduced to be \$95,000.00. **Total revenue = \$906,518.00.**

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Administrative

“PROFESSIONAL & TECHNICAL SERVICES” was reduced from the last report but increased from last years budget to be \$5,500.00. “CAPITAL OUTLAY – EQUIPMENT” was decreased down to zero (0) because no new equipment will be purchased this year. **Total = \$42,935.00.**

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Audit and Attorney

“ATTORNEY PROFESSIONAL & TECHNICAL SERVICES” were decreased to \$41,000.00 due to new attorney with lower fees. **Total = \$58,000.00.**

Community Building

“BLDG MAINTENANCE” was reduced to \$2,000.00 and the “REFUND DEPOSIT” was kept the same from last year but increased from the last report not approved, to be \$2,000.00. **Total = \$18,902.00.**

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Fire Protection

“EQUIPMENT AND SUPPLIES AND MAINTENANCE” was increased to be \$7,000.00 from last years budget and lowered from the last report not approved. **Total = \$72,653.00.**

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Highways and Public Improvements

“STREET NAMES AND NUMBER SIGNS” was increased to \$2,000.00. **Total = \$9,800.00.**

Class “C” Roads Funds

“CLASS C PROFESSIONAL & TECHNICAL SERVICES” was reduced down to \$9,000.00. Previous year totaled \$460,703.00. **Total = \$42,330.00**

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Public Improvements

“MISC. SERVICES – ENGINEER” was reduced to \$10,000.00. **Total = \$11,500.00.**

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Miscellaneous

The “ALL OTHER” budget amount was increased to \$1,431.00 to use for holiday gift cards. **Total = \$44,331.00**

Mayor Crawford asked where the money would go for the surplus property that was just sold to the City. Darlene stated that it goes into the Capital Projects Fund (PTIF).

Councilmember Shepherd stated that she thought that ALL funds had to be accounted for in the budget including funds in the savings account. Darlene stated that the Auditors have never told her that a record for ALL accounts was needed. Mayor Crawford expressed concern with knowing what was in the City’s Savings Account. Answers replied stating that you just have to ask. Glenn Wadsworth, City Administrator stated that the account is followed by the state under PTIF and because it changes on a monthly basis it is hard to track with a budget. Darlene does an Audit every six months to the Money Management Council. Councilmember Karen Shepherd asked if one would be done at the end of June? Darlene answered yes. Glenn stated that it would be best to ask for a copy of the audit. Councilmember Karen Shepherd agreed and restated that they would like a copy every six months when it is completed.

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Operating Income

“WATER SALES – OPERATING FUND” was increased to \$320,900.00 from last year but reduced from the last report to show actual total received as of this year. **Total = \$706,259.00**

Water Department

“PROFESSIONAL AND TECHNICAL SERVICES” was reduced to be \$13,000.00. Previous years balance totaled \$53,646.00. “WATER PURCHASED – PIPELINE AUTHORITY” was reduced to \$72,808.00. **Total = \$301,222.00**

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Garbage Department

Capital Outlay – Equipment was increased to be \$10,000.00 for the purchase of new dumpsters and other needed equipment. **Total = \$159,668.00**

Non-Operating Income

“SETTLEMENT REVENUE” was kept the same from the previous year for the amount of \$100,000.00. **Total = \$110,459.00.**

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Non-Operating Expense

“WATER TRANSFER TO GENERAL FUND” was reduced to \$60,000.00. “SEWER TRANSFER TO GENERAL FUND” was reduced to \$25,000.00. “GARBAGE TRANSFER TO GENERAL FUND” was reduced to \$10,000.00. **Total = \$95,000.00.**

6. APPROVE OR REJECT THE 2013/2014 ANNUAL BUDGET AND MATTERS RELATED THERETO. DISCUSSION/DECISION.

Motion made by Councilmember Karen Shepherd, seconded by Councilmember Lamar Melville to approve the 2013/2014 Annual Budget as presented. All in favor, motion passed.

7. APPROVE OR DENY PHASE 1 OF 2 FOR THE RETAINING WALL AT 180 N. WILDCAT BLVD. TO HAVE CITY ENGINEER TENA CAMPBELL BRING OUT A STRUCTURAL ENGINEER TO EVALUATE THE CONDITION. PHASE 1 TOTALING \$3,500 AND MATTERS RELATED THERETO. DISCUSSION/DECISION.

City Clerk, Mariah Murphy read the following e-mail by Tena Campbell, City Engineer.

It looks like we would need to analyze the wall in 2 phases. The first phase would be to make a site visit and evaluate the current visible condition of the wall. We would make a recommendation for repairing or replacing the wall in a memo to the City.

The second phase would be to implement the recommendation with design and construction of a repair or replacement of the wall.

To determine how much effort phase 2 will take, we need to complete phase 1 first. We would have a day for a site visit and then prepare a follow up memo of recommendation. This would run \$3,500 to do phase 1.

Councilmember Karen Shepherd asked if the property owner had been contacted about the situation. Mariah stated that we as a City have not contacted him, even though both the City Engineer and City Building Inspectors have the property owners contact information. Comments were made that the property owner has a hard time paying the water bill each month.

Motion made by Councilmember Karen Shepherd seconded by Councilmember Lamar Melville to deny phase 1 of 2 for the retaining wall at 180 N. Wildcat Blvd until a courtesy letter is sent to the property owner bringing the issue to their attention. All in favor, motion passed.

Item to be placed on the mid-July City Council Meeting.

8. UNFINISHED BUSINESS:

Mayor Crawford informed the City Council that he has been looking into a new speaker system for the Community Building. The quote received by a company in Salt Lake seemed a little high so Mayor Crawford was going to look into another option.

Councilmember Lamar Melville asked about the new phones in the office. Mariah let the Council know that there have been some problems in getting them connected and the Tooele County IT department is working on a cost effective solution.

9. NEW BUSINESS:

Mayor Crawford has been in contact with the Railroad in regards to the horse corrals on their property. Councilmember Lamar Melville stated that when he had his horses down there, he had a lot of inspections done on the property. Mayor Crawford stated that records show that the person leasing from the railroad is not the person paying for the water on the property so a sub lease seems to be happening with the property.

Councilmember Karen Shepherd stated that West Wendover needed a copy of the City's Certificate of Insurance for the 4th of July Parade coming up. Karen also asked about using the "Wings and Wheels" shirts that were left over to hand out as prizes for the 4th of July events.

10. COMMENTS FROM AUDIENCE:

No one made any comments.

11. EXECUTIVE MEETING:

No meeting called.

12. ADJOURNMENT:

Motion made by Councilmember Dennis Sweat seconded by Councilmember Lamar Melville to adjourn the meeting. All in favor, motion passed.

Wendover City Mayor Mike Crawford

Wendover City Clerk – Mariah L. Murphy

Date