



DELTA CITY COUNCIL REGULAR MEETING

Wednesday, January 03, 2024 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

CALL TO ORDER

PRESENT

Mayor John Niles
Council Member Betty Jo Western
Council Member Nick Killpack
Council Member Kelly Carter
Council Member KC Bogue

ABSENT

Council Member Kiley Chase

ALSO PRESENT

Todd Anderson
Sherri Westbrook
Michelle Lovejoy
Travis Stanworth
Dent Kirkland
Chase Larson
Jody Anderson
Kim Carter
Jill Bogue
Christina Stanworth
Bryan Christensen
Jessica Christensen
Howard Webb
Scott Nickle
Britton Nielson
DJ Johnson
Chase Poulsen
Chris Christensen

Deb Christensen
Lynn Ashby
Jared Poulsen
Stetson Henrie
Nicole Henrie
Howard Western
Kurt Forsyth
Matt Ward
Tyler Shank
Jon Haderlie
Amanda Robison
RL Robison
Mark Murray
Dan Hathaway
Cody Powell
Shawn Maxfield
Pat Stefanoff

1. Oath of Office - New Council Members

Council Member Killpack, Council Member Bogue, and Council Member Carter were sworn into office by City Recorder Westbrook.

CALL TO ORDER

Mayor Niles called the meeting to order at 7:00 p.m. He stated that notice of the time, place, and agenda of the meeting had been posted at the Delta City Complex, on the Delta City website, on the Utah Public Notice website, had been provided to the Millard County Chronicle-Progress, LLC and each member of the City Council at least 24 hours before the meeting. Mayor Niles conducted a roll call. Council Members Western, Carter, Bogue, and Killpack were present. Council Member Chase was absent.

OPENING REMARKS

Mayor Niles offered the opening remarks.

PLEDGE OF ALLEGIANCE

Mayor Niles led those in attendance in the Pledge of Allegiance.

CONSENT AGENDA

- 2. Minutes Approval: SCCM 2023-11-29

The minutes of the Special City Council Meeting held on 11/29/23 were presented for approval. Council Member Killpack MOVED to approve the minutes of the Special City Council Meeting held on 11/29/23. The motion was SECONDED by Council Member Western. Mayor Niles asked if there were any other questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Killpack, Seconded by Council Member Western.
Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council Member Bogue
Council Member Chase was absent

- 3. Minutes Approval: RCCM 2023-12-06

The minutes of the Regular City Council Meeting held on 12/06/23 were presented for approval. Council Member Western MOVED to approve the minutes of the Regular City Council Meeting held on 12/06/23. The motion was SECONDED by Council Member Killpack. Mayor Niles asked if there were any other questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Western, Seconded by Council Member Killpack.
Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council Member Bogue
Council Member Chase was absent

- 4. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2024-01-03 \$401,929.34

The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending 1/3/24 in the amount of \$401,929.34. Council Member Western MOVED to approve the disbursed payments dated 1/3/24 of \$401,929.34. The motion was SECONDED by Council Member Bogue. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Western, Seconded by Council Member Bogue.
Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council Member Bogue
Council Member Chase was absent

PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation

BUSINESS – Any such business as may come before the Council.

- 5. Lynn Ashby; Delta Fire Department Annual Report & report of Officers
Action: Discussion/Consideration for approval

Delta City Fire Chief Lynn Ashby and Assistant Fire Chief Travis Stanworth presented the Delta Fire Department annual report and the report of Offices to the Council. Travis Stanworth was elected as the Fire Chief, Brian Christensen will be the Assistant Fire Chief, Stetson Henrie Captain, RL Robison Lieutenant, and Howard Webb Secretary.

Assistant Fire Chief Stanworth presented the annual fire number report to the Council. There were 100 incidents in 2023 that the Fire Department responded to.

Council Member Killpack reported that he met with the Delta City Fire Department at the end of November to discuss the transition of Fire Chief to make it as seamless as possible. Lynn Ashby was Fire Chief for 21 years. Council Member Killpack explained that Travis Stanworth is a current employee of Delta City, and the position of Fire Chief is an appointed position. Delta City is an Equal Opportunity Employer so the position would need to be posted and receive applications. Council Member Killpack would like to update the personnel policy in the next few months to ensure that Travis Stanworth can be Fire Chief and Assistant Public Works Director.

City Attorney Anderson asked if Fire Chief Ashby would remain Fire Chief in the interim. Fire Chief Ashby is stepping down as Fire Chief, but will not abandon the position until Stanworth can take the position.

Council Member Western expressed concerns that Delta City only allows for 10 hours of volunteer time throughout the year. Council Member Western would like to see the Public Works Department work it out to allow him the time.

Patrick Stefanoff remarked that Materion offers 36 hours of volunteer time, and after that, it became the supervisor's discretion. Mayor Niles replied that he was willing to increase the volunteer hours offered.

Council Member Killpack reported that the personnel policy was drafted by Delta City employees, but it can be amended.

Auditor John Haderlie experienced a similar issue with another city and thought it was a state code issue.

Council Member Killpack MOVED to approve the Delta Fire Department Annual Report as present and the report of officers except for the Fire Chief until issues are resolved. Fire Chief Ashby will remain Fire Chief in the interim. The motion was SECONDED by Council Member Carter. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Killpack, Seconded by Council Member Carter.

Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council Member Bogue

Council Member Chase was absent

5. Larson & Company, PC; Delta City FY 2023 Audit Report
Action: Discussion/Consideration for approval

Cody Powell and John Haderlie provided the 2023 fiscal year audit report to Delta City Council.

The Municipal Airport general fund exceeded the budget. It was recommended that it be closely monitored in the future to stay within budget.

The general fund exceeded the maximum limit of 35 percent.

Council Member Bogue asked for an explanation of management's ability to override control. Jon Haderlie gave an example of making refunds on the spot. In that case, journal entries must be made so they look at every journal entry made throughout the year.

Council Member Carter MOVED to approve the Delta City 2023 audit report. The motion was SECONDED by Council Member Killpack. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Carter, Seconded by Council Member Killpack.

Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council Member Bogue

Council Member Chase was absent

6. Council Member Nick Killpack; Main Street Crosswalks
Action: Discussion/Consideration for approval

Council Member Killpack opened a discussion about adding crosswalks to Main Street. Public Works Director Kirkland remarked that a traffic plan is planned for later in the year and crosswalks can be worked into the conversation.

Council Member Bogue will contact Meinhardt and Pace to see what needs to be done.

Public Works Director Kirkland remarked that the Sheriff's Office will be returning the speed trailer.

7. Dent R. Kirkland, Public Works Director, Public Works Update
Discussion Only

Public Works Director Kirkland provided a Public Works update to the Council. They have been crack-sealing and taking Christmas decorations down.

A few basements flooded with sewage as a result of a blockage from wet wipes. It has been submitted to the insurance.

Kirkland reported that a grant to extend the water line was denied with no explanation.

Delta Crossings are close to starting construction on their project. Steve Styler will be at the Planning and Zoning Commission meeting to renew his preliminary plat.

ADDITIONAL ITEMS

Council Member Bogue asked about the personnel policy committee. The Council made the decision that Sherri Westbrook and Michelle Lovejoy would be co-chairs of the personnel policy committee and Council Member Western would be the Council representative on the committee.

Mayor Niles and the Council made City Council assignments for the next year. Mayor Niles will be administration; Council Members Killpack and Western celebrations and civic events; Council Members Western, Chase, and Bogue city beautification; Council Member Carter economic development; Fire Chief Ashby Fire Department/ Millard County Fire Chief's representative; Travis Stanworth Fire Department/ Millard County Fire Service District representative; Council Members Killpack and Chase Library Advisory Board representatives; Council Members Western and Bogue Municipal Airport Advisory Board representatives; Council Member Bogue Municipal Shooting Range Advisory Board representative; Council Members Carter and Killpack parks; Chad Droubay Planning and Zoning Commission Chairperson Assignment; Council Member Killpack Planning and Zoning Commission Council Representative; Council Members Bogue, Chase, and Western streets; Council Members Chase and Carter Water and Sewer Propriety Enterprises.

Mayor Niles asked the City Council to think of when they could get together to take pictures for the website.

Council Member Killpack MOVED to move into closed session to discuss pending litigation at 10:18 p.m. The motion was SECONDED by Council Member Western. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Killpack, Seconded by Council Member Western.

Voting Yea: Council Member Carter, Council Member Western, Council Member Killpack, Council Member Bogue

Council Member Chase was absent

Closed Session: Strategy Session to discuss pending or reasonably imminent litigation.

Council Member Killpack MOVED to move into closed session to discuss the character, professional competence, or physical or mental health of an individual at 10:43 p.m. The motion was SECONDED by Council Member Carter. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Killpack, Seconded by Council Member Carter

Voting Yea: Council Member Carter, Council Member Western, Council Member Killpack, Council Member Bogue

Council Member Chase was absent

Closed Session: Discuss the character, professional competence, or physical or mental health of an individual.

ADJOURNMENT

Council Member Western MOVED to adjourn the City Council Meeting. The motion was SECONDED by Council Member Carter. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he called for a vote.

Motion made by Council Member Western, Seconded by Council Member Carter.

Voting Yea: Council Member Carter, Council Member Western, Council Member Killpack, Council Member Bogue

Council Member Chase was absent

The meeting was adjourned at 12:31 a.m.



John Wesley Niles
John Wesley Niles, Mayor

Sherri Westbrook
Sherri Westbrook, Recorder