



DELTA CITY COUNCIL REGULAR MEETING

Wednesday, February 05, 2025 at 7:00 PM

Delta City Municipal Complex Council Chambers*

MINUTES

PRESENT

Mayor John Niles
Council Member Kiley Chase
Council Member Nick Killpack
Council Member Kelly Carter (arrived at 7:08 p.m.)
Council Member KC Bogue

NOT PRESENT

Council Member Betty Jo Western

ALSO PRESENT

Michelle Lovejoy
Sherri Westbrook
Dent Kirkland
Todd Anderson
Matt Ward

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 Killpack, Chase, and Bogue were present. Council Member Western was absent. Council Member Carter arrived after the roll call at 7:08 p.m.

OPENING REMARKS

Council Member Killpack offered the opening remarks.

PLEDGE OF ALLEGIANCE

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

CONSENT AGENDA

1. Minutes Approval: RCCM 2025-01-15

The Regular City Council Meeting minutes held on 1/15/25 were presented for approval. Council Member Chase MOVED to approve the Regular City Council Meeting minutes held on 1/15/25. Council Member Bogue SECONDED the motion. 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 Chase, Seconded by Council Member Bogue.

Voting Yea: Council Member Chase, Council Member Killpack, Council Member Bogue
Council Members Western and Carter were absent.

2. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2025-02-05 \$1,093,197.01

The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending 2/5/25 for \$1,093,197.01. Council Member Killpack MOVED to approve the disbursed payments dated 2/5/25 for \$1,093,197.01. Council Member Chase SECONDED the motion. 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 Chase.

Voting Yea: Council Member Chase, Council Member Killpack, Council Member Bogue
Council Members Western and Carter were absent.

PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation .

Delta City Attorney Todd Anderson opened a discussion about the code enforcement policy review. Public Works Director Kirkland remarked that staff members would like to skip the recommended first step of the phone call and send a courtesy letter instead.

Council Member Chase recommended that Recorder Westbrook research whether the new phone system can send automated messages.

Council Member Bogue would like someone from Delta City to contact the violator first. Public Works Director Kirkland explained that the first letter would be a soft letter informing them of the violation. Council Member Bogue would like to see a draft of the first letter.

Council Member Bogue asked Attorney Anderson about the status of the Sherwood Shores water policy. Attorney Anderson remarked that the code will need to be rewritten.

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

3. Public Works Director, Dent Kirkland; Approval of Airport Pavement Maint.

Action: Discussion/Consideration for approval

Public Works Director Kirkland presented a scope of work for the airport. The runway will be crack-sealed, asphalt maintained, and repainted. The State of Utah will pay 90%, and Delta City will be responsible for 10%.

Council Member Carter MOVED to approve the airport pavement maintenance. 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 Chase, Council Member Killpack, Council Member Carter, Council Member Bogue

Council Member Western was absent.

4. Mayor Niles: Sign discussion

Action: Discussion only

Council Member Carter will proceed with the purchase of a new electronic sign located at the RJ Law Community Center.

5. Mayor Niles: Appropriations of Public Funds

Action: Discussion Only

Mayor Niles opened a discussion about the appropriations of public funds. A public hearing will be necessary to discuss the amount of money in the fund.

Council Member Carter would like the Mid-Utah Radio advertisement to be reworded so that it does not sound like it is advertising a business.

6. Sherri Westbrook, City Recorder: Administrative Update
Discussion only

City Recorder Sherri Westbrook provided an administrative update to the Council. The office staff have been updating task lists and transition updates. Recorder Westbrook has been updating the SAM registration.

There was a discussion about the advertisement for the Treasurer position. Council Member Bogue questioned if there was a policy about advertising for the open position to the public even if it was offered in-house first.

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

Public Works Director Kirkland provided a public works update to the Council. The public works department has been crack-sealing and fixing water leaks. Katie Rodriguez has been cleaning and painting the city shop. The sewer project has been going well, and the traffic master plan has been upgrading roads to submit to the state for Class B money.

8. Closed session for Discussion of the character, professional competence, or physical or mental health of an individual

Council Member Chase MOVED to move into a closed session to discuss the character, professional competence, or physical or mental health of an individual at 8:10 p.m. 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 Chase, Seconded by Council Member Killpack
Voting Yea: Council Member Carter, Council Member Chase, Council Member Killpack, Council Member Bogue
Council Member Western was absent.

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

Council Member Chase MOVED to return the meeting to an open session at 8:47 p.m. 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 Chase, Seconded by Council Member Killpack
Voting Yea: Council Member Carter, Council Member Chase, Council Member Killpack, Council Member Bogue
Council Member Western was absent.

ADJOURNMENT

Council Member Killpack 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 Killpack, Seconded by Council Member Carter.

Voting Yea: Council Member Carter, Council Member Killpack, Council Member Bogue, Council Member Chase
Council Member Western was absent.

The meeting was adjourned at 8:47 p.m.



John Wesley Niles, Mayor

Sherrri Westbrook, Recorder