



## **CITY COUNCIL REGULAR MEETING**

Tuesday, January 04, 2022, at 7:00 PM  
Court Room/Council Chambers (2nd Floor) and Online

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### **MEETINGS HELD IN PERSON & ONLINE**

The public is invited to participate as outlined below:

- **In Person** – Meetings are held on the 2<sup>nd</sup> floor in the Court Room/Council Chambers at City Hall
  - **YouTube Live** – Public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at <https://bit.ly/2P7ICfQ> or by searching for Santaquin City Channel on YouTube.
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### **PUBLIC COMMENT & PUBLIC HEARING PARTICIPATION**

As with all City Council and Planning Commission Meetings, we continue to invite the public to provide “Public Comment” (30-minute duration, maximum of 5-minutes per comment) during public forum when it is placed on an agenda. We also continue to hold Public Hearings, as needed, and required on specific issues.

With the post-pandemic restoration of public gatherings, Santaquin City is pleased to restore pre-pandemic meeting protocols by inviting the public to participate in-person. For those interested in providing public comment, we invite you to sign up on the Public Forum Speaker Sheet.

For those who are unable to attend in person, we invite you to submit your comments by email to [PublicComment@Santaquin.org](mailto:PublicComment@Santaquin.org) wherein they will be distributed to the Mayor and City Council Members for review and consideration. However, they will not be read during the meeting.

To review the Santaquin City Council Meeting Protocols, please go to the following link:  
<https://www.santaquin.org/citycouncil/page/santaquin-city-council-protocols>.

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### **ADA NOTICE**

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

## **AGENDA**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**INVOCATION / INSPIRATIONAL THOUGHT**

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

## **CONSENT AGENDA (MINUTES, BILLS, ITEMS)**

### **Minutes**

- [1.](#) 11-16-2021 Council Work Session Minutes
- [2.](#) 11-16-2021 Council Meeting Minutes
- [3.](#) 11-23-2021 Special City Council Meeting
- [4.](#) 12-14-2021 Council Meeting Minutes

### **Bills**

- [5.](#) Invoice Register - 01-04-2022 - \$966,197.67

### **Items**

6. Ratification of Mayoral Appointments  
Planning Commission Member - Andrea Howard  
Planning Commission Alternate - Michael Romero  
RAP Tax Committee - Dallin Briggs

## **PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS**

### **Recognitions**

- [7.](#) Volunteer of the Month - Leola Winegar

### **Public Forum**

## **BUILDING PERMIT & BUSINESS LICENSE REPORT**

- [8.](#) 01-04-2022 - Building Permit & Business License Report

## **NEW BUSINESS**

- [9.](#) Acceptance Tanner Annexation Petition for Consideration
- [10.](#) Meeting Schedule for 2022
11. Discussion & Possible Action - Mayor Pro-Temp Selection
- [12.](#) Discussion & Possible Action - City Council Assignments
- [13.](#) Resolution 01-01-2022 - Mt. Nebo Board Member & Alternate(s)
- [14.](#) Resolution 01-02-2022 - SUVMWA Board Member & Alternate(s)
- [15.](#) Resolution 01-03-2022 - Amending the Uniform Fine Schedule
- [16.](#) Resolution 01-04-2022 - Surplus Remnant Parcel - Stratton Acres
- [17.](#) Resolution 01-05-2022 - OSHA Vaccination Mandate Policy
- [18.](#) Discussion & Possible Action - City Recorder/Deputy Recorder Positions
19. Discussion & Possible Action - Mountain Biking Park
20. Training - Open & Public Meetings Act

## **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**

**City Manager Benjamin Reeves**

**Assistant City Manager Norm Beagley**

**Community Development Director Jason Bond**

## REPORTS BY MAYOR AND COUNCIL MEMBERS

**Mayor Olson**

**Council Member Montoya**

**Council Member Mecham**

**Council Member Hathaway**

**Council Member Adcock**

**Council Member Siddoway**

**EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)

**EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

## ADJOURNMENT

### CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Payson Chronicle, Payson, UT, 84651, posted on [www.santaquin.org](http://www.santaquin.org), as well as posted on the State of Utah's Public Notice Website.

BY:   
K. Aaron Shirley, City Recorder



## CITY COUNCIL WORK SESSION MEETING

Tuesday, November 16, 2021, at 5:30 PM  
Court Room/Council Chambers (2nd Floor) and Online

### Minutes

#### ROLL CALL

##### PRESENT

Mayor Kirk Hunsaker  
Council Member Nick Miller  
Council Member Betsy Montoya  
Council Member Lynn Mecham  
Council Member David Hathaway

#### PLEDGE OF ALLEGIANCE

Led by Betsy Montoya.

#### INVOCATION/INSPIRATIONAL THOUGHT

Offered by Lynn Mecham.

#### DISCUSSION ITEMS

##### 1. Front Line Officer and Employee Salary Discussion

Administrative Services Director Shannon Hoffman gave a presentation on new salary ranges and pay grades as recommended by Mike Swallow from Compensation Survey Systems who was hired out to look at compensation ranges and grades in the city.

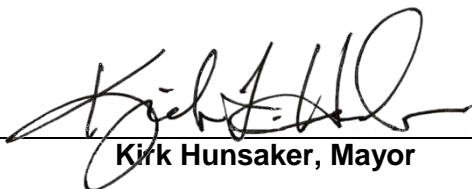
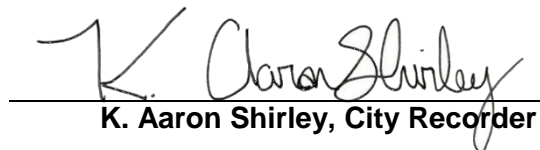
Next, Hoffman presented on a peer compensation market study that showed where Santaquin City ranked in the current market conditions and what other peer cities are doing in terms of compensation. Because of the economic conditions, Santaquin is now not only competing with other cities but also the private sector as fast food restaurants are raising wages and offering benefits. The findings showed that Santaquin is behind market in terms of police officer pay and entry level positions and the recommendations are to raise the starting salary grades for those positions to be more competitive in the labor market especially in terms of public works and public safety employees. Hoffman recommended that another peer compensation market study be done in FY2022-23 as a part of the budget process.

A discussion was had between staff and Council.

##### 2. Upcoming Council Items

#### ADJOURNMENT

#### ATTEST:

  
Kirk Hunsaker, Mayor  
K. Aaron Shirley, City Recorder



## **CITY COUNCIL REGULAR MEETING**

Tuesday, November 16, 2021, at 7:00 PM  
Court Room/Council Chambers (2nd Floor) and Online

### **Minutes**

#### **ROLL CALL**

##### **PRESENT**

Mayor Kirk Hunsaker  
Council Member Nick Miller  
Council Member Betsy Montoya  
Council Member Lynn Mecham  
Council Member David Hathaway

#### **PLEDGE OF ALLEGIANCE**

Led by Lynn Mecham.

#### **INVOCATION / INSPIRATIONAL THOUGHT**

Offered by Kirk Hunsaker.

#### **DECLARATION OF ANY CONFLICT OF INTEREST**

Council Member Miller declared that he is a homeowner of one of the 9 homes on item # 14.

Mayor Hunsaker declared that he was an employee of Vancon only and has no ownership as the company has a contract with the city.

#### **CONSENT AGENDA (MINUTES, BILLS, ITEMS)**

##### **Minutes**

1. 11-02-2021 Council Meeting Minutes

##### **Bills**

2. Invoice Register - 11-12-2021 - \$392,314.23

##### **Items**

3. Resolution 11-03-2021 – A Resolution Declaring Surplus Property
4. Resolution 11-05-2021 - OSA Annual Fraud Risk Assessment
5. Canvass Election Results - 2021 Municipal General Election  
Motion made by Council Member Miller to approve the consent agenda.  
Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

#### **PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS**

##### **Public Forum**

**Name:** Terri Kirk

**Comment:** Wanted to know if there was data to back up item # 10 Ordinance to require a driver's license for operation of an Off Highway Vehicle on a public street and asked the Council consider any other resolutions to this problem.

**Name:** Kirk Christensen

**Comment:** Doesn't think that requiring a driver's license to operate an Off Highway Vehicle on a public street is a good option because it takes away the small town freedoms that made him choose Santaquin as the community he wanted to live in. Doesn't want to see a few bad apples spoil it for everyone who is doing their due diligence to ensure they are operating their OHV safely. Also doesn't agree with that the law should be used to tell people what they should do when parents can make those decisions themselves.

**Name:** Corey Preston

**Comment:** Good evening, I am unable to attend the meeting tonight due to the other community obligations my wife and I have this evening. I do hope that this message can be relayed on my behalf however. I grew up in a small town and moved to Santaquin to raise my children in the same lifestyle I enjoyed. That being said, I understand the points that have been made by [some] citizens and the police department. However, I answer the same calls they do as a member of the Fire/EMS departments when someone gets hurt and don't feel as though everyone should be punished for the mistakes of a few. I also understand that there are nuisance calls for noise and frequency as well. I have on occasion wanted to report someone riding too fast or without a muffler, but have not done so out of fear that the police department would throw their hands up at the problem and tell the mayor and council... "no more". As far as I am concerned, these youth have the same responsibilities to follow laws and rules as their older siblings, or parents that may be driving a car. If someone in a neighborhood has a problem with how someone is driving a car, they call the police. If the police department catches them committing a driving offense, a citation may be issued. Why could the same not be done in the case of a youth on an ATV? People move to towns like this so they don't have to live in a city, so that they can enjoy a different way of life, and so that they can have opportunities that bigger cities don't offer. This town and this council have long made the comments that they wish the youth would find something worthwhile to do. Riding ATVs is one that my son and his friends have found to be rewarding and available at a moments notice. If they want to go fishing at the mouth of the canyon, they grab their poles and go. If they want to go ride the trails, they go. They have also found it to be easier to provide services for those in our community, just like we did this past Saturday as a ward through fall cleanup of 5 homes in our neighborhood. There is a matter of convenience as well when it comes to church, youth, and sports obligations as well, and being able to make sure everyone is everywhere they need to be. I know every parent thinks their kids are safe even when they aren't looking, but we demand it of our boys in this neighborhood. They've all taken the rider's course, they wear their helmets, they aren't allowed to get out of second gear while on pavement as this keeps them to app 15 mph, and they ride with lights on towards the shoulder of the road. I sincerely hope that you as a council, will consider continuing to allow these youth the opportunity to enjoy something they love and not let the actions of a very few, ruin it for all. Thank you for your time.

### **Appointments**

Mayor Hunsaker presented his choice for appointment to the Community Services Board Keela Goudy for a term of 3 years and looked for a motion.

Motion made by Council Member Montoya to approve Mayor Hunsaker's appointment of Keela Goudy for a term of 3 years.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

### **Recognitions**

6. Payson-Santaquin Chamber of Commerce - Business of the Month

### **FORMAL PUBLIC HEARING**

7. PUBLIC HEARING TO ALLOW PUBLIC INPUT REGARDING (A) THE ISSUANCE AND SALE OF NOT MORE THAN \$11,500,000 AGGREGATE PRINCIPAL AMOUNT OF WATER REVENUE BONDS, SERIES 2021, (THE "BONDS") AND (B) ANY POTENTIAL ECONOMIC IMPACT THAT THE PROJECT DESCRIBED HEREIN TO BE FINANCED WITH THE PROCEEDS OF THE BONDS ISSUED UNDER THE ACT MAY HAVE ON THE PRIVATE SECTOR; AND RELATED MATTERS

Motion made by Council Member Miller to open the public hearing.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

**There were no public comments.**

Motion made by Council Member Mecham to end the public hearing.

Seconded by Council Member Miller.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

8. Public Hearing – Foothill Village – Vacating of 9 Parcels

Motion made by Council Member Mecham to enter the public hearing.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

**There were no public comments.**

Motion made by Council Member Mecham to close the public hearing.

Seconded by Council Member Montoya.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

### **BUILDING PERMIT & BUSINESS LICENSE REPORT**

9. BP & BL Report - 11-12-2021

### **NEW BUSINESS**

#### **Ordinances**

10. Ordinance 11-01-2021 – OHV – Requiring Licensed Drivers

Operations Manager Dennis Marker gave background to the issue that led to the discussion in previous work sessions by the police department and changes in state code that the city is trying to be in line with.

Discussion was had between staff and Council.

Motion made by Council Member Montoya to approve Ordinance 11-01-2021 - An Ordinance Amending City Regulations Of Off-Highway Vehicles (OHV's), Providing For Codification, Correction Of Scrivener's Errors, Severability, And An Effective Date For The Ordinance.

Seconded by Council Member Mecham.

Voting Yea: Mayor Hunsaker, Council Member Montoya, Council Member Mecham  
Voting Nay: Council Member Miller, Council Member Hathaway

11. Ordinance 11-02-2021 - A Temporary Ordinance Requesting Review of the Interchange Commercial (C-1) Zone

City Manager Reeves gave background to this Ordinance which was reviewing current zone uses in the Commercial Zone and put a temporary restriction on current uses in this zone for the next 6 months.

Motion made by Council Member Miller to approve Ordinance 11-02-2021 - A Temporary Ordinance Requesting Review of the Interchange Commercial (C-1) Zone.

Seconded by Council Member Montoya.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham,  
Council Member Hathaway

## Resolutions

12. Resolution 11-02-2021 – A Resolution of Support of the Preferred Alternative for the South Valley Transit Study

Representatives from Utah Transit Authority (UTA) came to speak on the preferred alternative for the South Valley Transit Study for proposed Frontrunner sites in the future. A lot of input was solicited from residents for this study to gather data and narrow down alternatives until they came to the locally preferred alternative. While UTA owns right of way from Provo to Payson, they don't own right of way from Payson to Santaquin and as they looked at the alternatives that providing a commuter rail from Provo to Payson and then Bus Service from Santaquin to Payson would reduce costs, operations, maintenance, and impacts while improving return on investment.

Motion made by Council Member Mecham to approve Resolution 11-02-2021 – A Resolution of Support of the Preferred Alternative for the South Valley Transit Study.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham,  
Council Member Hathaway

13. Resolution 11-04-2021 – A Resolution Approving the Summit Ridge Commercial Development Agreement

City Manager Reeves gave background to this Resolution which lays groundwork for the expansion of Murdock Ford operations along the western side of the Summit Ridge I-15 interchange including placement of infrastructure to support the commercial operations.



Motion made by Council Member Hathaway to approve Resolution 11-04-2021 – A Resolution Approving the Summit Ridge Commercial Development Agreement.

Seconded by Council Member Miller.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

### **Discussion & Possible Action**

#### **14. D&PA – Foothill Village Blvd ROW Vacation - 9 homes**

City Manager Reeves said this was to vacate city right of way along Foothill Village Boulevard.

Motion made by Council Member Mecham to approve a vacation of city right of way along Foothill Village along approximately 9 homes.

Seconded by Council Member Montoya.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

## **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**

### **City Manager Benjamin Reeves**

- City Council Special Meeting for interviewing City Council Candidates will take place next Tuesday at 6:00 p.m.
- Officer Lerwill will be working with a new K-9 unit and he will be going on an out of state training for consent on the next meeting.
- Financial policies update will be on the consent agenda for the next meeting.

### **Assistant City Manager Norm Beagley**

- Santaquin Holly Days will be happening early December and wants the public to be aware of this new event.
- Trying to finish up projects prior to the winter season.

### **Community Development Director Jason Bond**

- Planning Commission will have a meeting on November 28, 2021 to accommodate for the meeting missed due to Thanksgiving.
- General Plan Open House will be this Thursday, November 18, 2021 at 7:00 PM at C.S. Lewis Academy.

## **REPORTS BY MAYOR AND COUNCIL MEMBERS**

### **Mayor Hunsaker**

- Went to the Veterans dinner and really enjoyed his time that he spent there.

### **Council Member Miller**

- Nothing to report.

### **Council Member Montoya**

- Nothing to report.

**Council Member Mecham**

- Nothing to report.

**Council Member Hathaway**

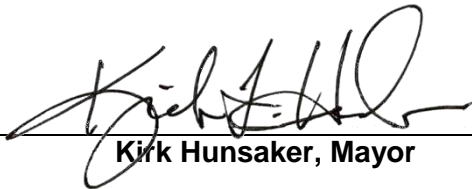
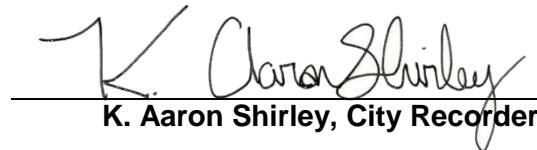
- Went to Mt. Nebo water meeting and there was a report on the status of groundwater in Santaquin which showed that the static water lines are continuing to decline, and the water association is putting together a groundwater management plan to present to the state of Utah. Feels like this group is doing really good work.

**ADJOURNMENT**

Motion made by Council Member Miller to adjourn at 9:10 PM.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

**ATTEST:**  
\_\_\_\_\_  
Kirk Hunsaker, Mayor  
\_\_\_\_\_  
K. Aaron Shirley, City Recorder



## **CITY COUNCIL SPECIAL MEETING**

Tuesday, November 23, 2021, at 6:00 PM  
Court Room/Council Chambers (2nd Floor) and Online

### **Minutes**

#### **ROLL CALL**

##### **PRESENT**

Mayor Kirk Hunsaker  
Council Member Nick Miller  
Council Member Betsy Montoya  
Council Member Lynn Mecham  
Council Member David Hathaway

#### **PLEDGE OF ALLEGIANCE**

#### **INVOCATION / INSPIRATIONAL THOUGHT**

#### **DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

Council Member Montoya stated that she was a sitting Council Member and was also an applicant.

#### **INTERVIEWS OF CANDIDATES TO FILL CITY COUNCIL SEAT VACANCY**

##### **1. Discussion & Possible Action - Appointment to Fill City Council Seat Vacancy**

City Recorder Shirley gave a brief overview of the process outlined in Utah State Code 20A-1-510 to fill a midterm municipal City Council vacancy and addressed the conflict of interest stated by Council Member Montoya and stated the following:

"Shelly Jackson, The Deputy Director of Elections at the Lt. Governor's Office was contacted and I was told that there is nothing in state code to answer whether a Council Member or Mayor can vote to fill a vacancy if their name is submitted for the vacancy and said they couldn't tell Santaquin City way or the other but only advised us to "be consistent" with what we practice currently when there is a potential conflict of interest with the Council and a Council action to be taken. Our current practice in this case is well documented on our City Council Meeting agendas and minutes where the Council and Mayor have an opportunity to declare any potential conflicts of interest and leave it to the Council Member to decide whether or not they would act on item. We will be consistent with that same practice here tonight.

The applicants were asked to introduce themselves and were interviewed

Mayor Hunsaker expressed his appreciation for those who put in their name for the Council vacancy and their desire to serve the city and asked for a motion from the Council for selection of an applicant.

Council Member Lynn Mecham expressed his gratitude for the applicants and made a motion to appoint Betsy Montoya to the vacancy in the City Council.

Motion seconded by Council Member Nick Miller.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham

Voting Nay: Council Member Hathaway

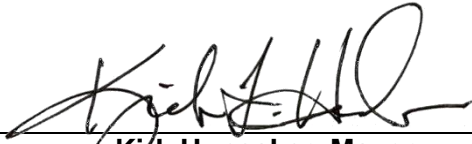
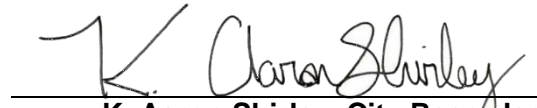
## ADJOURNMENT

Motion to adjourn by Council Member Mecham.

Seconded by Council Member Montoya.

Voting Yea: Council Member Miller, Council Member Miller, Council Member Montoya, Council Member Hathaway

ATTEST:

  
\_\_\_\_\_  
Kirk Hunsaker, Mayor  
\_\_\_\_\_  
K. Aaron Shirley, City Recorder



## **CITY COUNCIL REGULAR MEETING**

Tuesday, December 14, 2021, at 7:00 PM  
Court Room/Council Chambers (2nd Floor) and Online

### **Minutes**

#### **ROLL CALL**

##### **PRESENT**

Mayor Kirk Hunsaker  
Council Member Nick Miller  
Council Member Betsy Montoya  
Council Member Lynn Mecham  
Council Member David Hathaway

#### **PLEDGE OF ALLEGIANCE**

Led by someone.

#### **INVOCATION / INSPIRATIONAL THOUGHT**

Given by Doug Roehbuck.

#### **DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

Mayor Hunsaker declared that he is an employee only of VanCon who has a contract with the city but has no ownership interests.

#### **CONSENT AGENDA (MINUTES, BILLS, ITEMS)**

##### **Minutes**

1. 11-02-2021 Council Meeting Minutes

##### **Bills**

2. Invoice Register - 12-10-2021 - \$1,199,653.14

##### **Items**

3. Out of State Travel Request - Police
4. Resolution 12-01-2021 – Deferral Agreement for Ryan Lind 2-lot Subdivision
5. Resolution 12-02-2021 – Voter Participation Area Designation
6. Resolution 12-03-2021 – Opioid Settlement
7. Resolution 12-04-2021 - Employee Handbook Amendments
8. Resolution 12-05-2021 - Financial Management Policies
9. Ordinance 12-01-2021 - Amendment of Financial Administration Code

Council Member Montoya thanked City Treasurer Shannon Hoffman and Finance Director Aaron Shirley for their work on consolidating all financial related policy into a singular document.

Motion made by Council Member Miller to approve the consent agenda.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

## **PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS**

### **Recognitions**

Stephanie Taylor represented the Santaquin-Payson Chamber of Commerce in the business of the month award presented to Team USA Mortgage.

#### **10. Recognition of Councilmember Nick Miller for Years of Service**

City Manager Reeves spoke recognizing Nick Miller for his many years of service for the Planning Commission, Chamber of Commerce, and as a City Council Member. The Santaquin Police and Fire departments presented him an award for his work with both departments.

### **Presentations**

#### **11. City Council Vacancy Public Statements & Findings**

City Attorney Brett Rich gave a presentation regarding the statements and findings regarding the filling of the City Council Vacancy.

### **Public Forum**

**Name:** Denise Roehbock

**Comment:** Gave her opinion and observations on the proceedings of the Council vacancy seat fill, did not agree with what seemed to be a disingenuous interview and selection process. She then gave the background to a sign that was posted on her property against the proceedings and how it was removed. Denise shared her disapproval of Betsy Montoya being put and opined that it was unethical.

**Name:** Doug Roehbock

**Comment:** Read from a legal document that was served to him for the removal of a sign from his property against the placement of Betsy Montoya to fill a City Council vacancy. Did not like that she didn't come to talk to him first and did not think the filling of the vacancy was ethical.

**Name:** Jody Reid

**Comment:** First, I'd like to read a public comment that over 100 Santaquin residents signed on to prior to the city issuing a statement in their defense today.

Dear Mayor Hunsaker and members of the Santaquin City Council,

We believe that the November 23rd swearing in of Elizabeth "Betsy" Montoya for the remainder of the term for the seat vacated by Jennifer Bowman was invalid.

The following are our objections:

Betsy Montoya did not submit a complete application as stipulated by the instructions accompanying the form. A signed and notarized application was required of each applicant. The Montoya application was incomplete and violated these instructions.

Betsy Montoya acted as a sitting member of the council during the vacancy fulfillment process. She participated in voting to fill the vacancy, voting for herself. This was a violation of the Utah Public Officers' and Employees' Ethics Act. This act prohibits one from "use or attempt to use his official position to ... further substantially the officer's or employee's personal economic interest." Her vote in favor of placing herself in a paid position would satisfy that criterion.

These actions of Betsy Montoya clearly make her appointment invalid.

It is interesting to note that in the case where “any Santaquin City elected official who applies for a full or part-time employment position with Santaquin City, shall resign, and will be deemed to have resigned, from his or her elected office upon submitting the application for employment. All candidates for employment with Santaquin City will be evaluated solely on the person's qualifications, without special preference based on status as a former elected official of Santaquin City.” (Santaquin City Code 1.24.130) It would be inconsistent that a person cannot participate in being selected for other forms of full or part time employment while serving in elected office but could vote themselves into extended service on the city council.

We also feel that in light of the lack of trust in current officials, matters scheduled to be voted upon in this meeting should be tabled until these issues are resolved and revisited after the newly elected mayor and council members are sworn in in January.

These concerns do not reflect any ill feeling or lack of goodwill toward Councilmember Montoya but are only an expression of support of governance by rule of law and the importance of never allowing a double standard of conduct to creep into the affairs of our city.

Sincerely,

Tyler Andersen, Andrew Bell, Katie Bell, Leticia Bench, Casha Bettis, Cindy Bishop, Kimberly Bishop, Farrel Bott, Kathy Bott, Ashley Bringham, Sherrie Callister, Carla Carter, Luke Christensen, Tiffany Christensen, Pamela Colson, Mackenzi Crump, Lorrie Diamond, Gina Drollinger, Patrick Drollinger, Mindy Elliott, Rich Elliott, Marianne Evans, Jack Fetterman, Marc Fisher, Hilary Fitzsimmons, Lisa Greenhalgh, Christina Hassell, Jared Hawkins, Rebekah Hawkins, Gina Henriod, Angela Hooper, Debbie Hudson, Elaine Huntsman, Carrie Hurst, Jeremy Hurst, Jared Jeffs, Susan Johnson, Linda Kenison, Terri Kirk, Justin Knowles, Cori Krukiewicz, Trevor Krukiewicz, Kaitlyn Larsen, Taylor Larsen, Zack Larsen, Porter Lyman, Ashlee Malloch, Amee Mandelin, Bryan Messick, Marcia Messick, Cody Mikesell, Jessica Mitchell, Nell Morgan, James Roy Moser, Leah Moser, James C, Moshier, Loretta Moshier, Angela Nielson, Lewis Nielson, Josh Nixon, Lori Openshaw, Marissa Oveson, Jessica Perkins, Todd Perkins, Karen Pickett, Gary Pratt, Kassidie Pratt, Kellie Pratt, Kathleen Provstgaard, Lee Pyper, Lee Ann Pyper, David Reid, Dina Reid, Jody Reid, Randy Reid, Becki Robinson, Kurt Robinson, Lynn Rogers, Van Rogers, Denise Rohbock, Shad Ruf, Wendy Ruf, Crystal Schultz, Wendy Seamons de Hoyos, Kevin Simpson, Jacob Smith, Jake Smith, Lisa Smith, Melonie Smith, Stephen Smith, Chad Sperry, Jill Stephens, Keoni Stephens, Yvette Talley-Knowles, Jessica Tolman, Francisco Ugarte, Judy Vincent, Brent R. Vincent, Jared Wall, Shelly Wall, Julie Ward, Amy Westover, Janeth Wulfenstein-Jensen, Haley Wood, Jeremiah Woods, Kristie Woods, McCall Wright, Becky Zeeman, and Chad Zeeman, Anna Allred, Richard Allred.

My addendum:

I believe that even with the statement provided by the city, citizen opinion remains unchanged or possibly more critical of these events. In fact, the level of outrage of a number of individuals I have communicated with has actually escalated.

It is interesting that the city's defense of the city's actions continues to exacerbate the problems arising out of a lack of openness and understanding between officials and citizens. It reads more like a declaration of war than a statement meant to restore civility and decrease divisiveness in our city. To focus on the letter of the law while refusing to acknowledge the spirit of the law merely serves to deepen the lack of confidence in leaders.

And what about those individuals who carefully followed the rules and filled out their applications completely and went to the trouble and expense of having their signatures notarized? How can the arbitrary dismissal of application criteria for one applicant be acceptable? Can we really believe that all applicants would have been treated equally?

I can see where there might be a case where it might be preferable to allow a sitting council member to vote on a vacancy. Perhaps in the case of loss of life or incapacity of numerous

members due to disaster, etc. But in times of normal circumstance, it seems prudent for officials to pay attention to the spirit of the law and abide by the guidelines of the Ethics Act. Although something is legal it certainly might not be ethical.

Even Patty Johnston of the Utah County Attorney's office said, "the allegations are concerning and potentially unethical." What a stain on the reputation of Santaquin.

We're looking to you, Mayor-elect Olson, to heal the division in our city.

**Name:** Keith Evans

**Comment:** Was not pleased that there was no heed given to the application for City Council to fill the vacancy and opined that a lot of things

**Name:** Leroy Kinder

**Comment:** Does not want to bash the City Council and Mayor but does not like how people who disagree with the city are villainized. Wants to work with the sitting Council Members and let Betsy Montoya know that he loves and cares about her but disagrees with her decision but that's okay he still cares for her and her family and is willing to work with her. Wants more transparency and would like to see the city work to try and work more with the residents, just because something can be done and is within its right doesn't make it right.

**Name:** Terri Kirk

**Comment:** Expressed that she was told when she first moved into the community to show up to City Council meetings if she wanted change and she has but feels like after speaking to the Council she doesn't feel like she's heard. Opined that Council Member Montoya should step down. Said that 300 West should stay one way and hopes the Council prioritizes safety over convenience.

## **Appointments**

### **12. Planning Commission**

Mayor Hunsaker thanked Cody Kurtis, Sarah Jorgensen, and Art Adcock have ended their terms on the Planning Commission.

Mayor Hunsaker would like to appoint Mike Weight and Nicci McNeff to the Planning Commission and asked them to introduce himself and his credentials.

Mike gave introduced himself. Mike is from Lehi originally and works in IT, he feels like he can listen. Council Member Hathaway stated he has gotten to know Mike and is happy to see him to become a member of the Planning Commission.

Nicci introduced herself, has lived in Santaquin for the last 10 years. Loves to research, think outside the box and would like to apply that to solutions in working on the Planning Commission.

### **13. Community Services Board**

Mayor Hunsaker thanked Jessica Tolman and Keela Goudy for their service on the Community Services Board as their terms have come to an end and will reappoint them to the Board. Neither were present.

### **14. Historic Preservation Board**

Mayor Hunsaker presented the reappointment of Max Mitchell and the appointment of Elizabeth Robertson to the Historic Preservation Board. Neither were present.

### **15. RAP Tax Committee**

Mayor Hunsaker thanked Chad Sperry for his service on the RAP Tax Committee. Would like to appoint Sarah Jorgensen for another term.



Motion made by Council Member Mecham to approve the appointments made by the Mayor.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

## FORMAL PUBLIC HEARING

### 16. Public Hearing - Budget Amendment (1) - FY2021-2022

Motion made by Council Member Miller to enter the Public Hearing.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

City Manager Reeves stated that this was a reconciliation amendment to everything the Council had approved since July 1st. Some additional items are an agreement with Podium.

**Name:** Keith Evans

**Comment:** Wanted to know where on the budget amendment it talked about salary changes and City Manager Reeves pointed out where it was and clarified that a part of those were changes to fuel budgets which are almost already over budget due to increases in fuel prices.

Motion made by Council Member Mecham to exit the Public Hearing.

Seconded by Council Member Montoya.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway.

## BUILDING PERMIT & BUSINESS LICENSE REPORT

### 17. BUILDING PERMIT & BUSINESS LICENSE REPORT - 12-10-2021



<u>New Business Licenses</u>				
Name	Owner	Address	Description	BL#
JM Detailing	Joshua Moon	904 N 20 E	Car washing/detailing	BL-4546
Mad Avenue Co. LLC	Devin Leavitt	338 Flagstone Dr	Home org. and cleaning	BL-4547

## NEW BUSINESS

### 18. Audit Presentation from Larson & Company for FY2020-2021

Jon Haderlie from Larson & Company and gave a presentation for the public explaining the components and sections of the annual financial report for FY2020-21. As an auditor they give an opinion on the financial statements and the state compliance audit guide (SCAG) but not on the management discussion and analysis (MDMA), notes to the financial statements, and the required supplementary information (RSI). As a part of the SCAG there is a fraud risk assessment which he doesn't agree with in a lot of aspects but he does agree with its purpose on getting a discussion started about internal controls and recommends that the City Council fills out that assessment rather than the Finance Director. A new part of the SCAG is an audit on the fees associated with local governments, this is targeted mostly to public universities which are under the audit purview of the State Auditor's Office but just a reminder that when a new fee is implemented it should have reasonable basis and service rendered that can be tracked back to that fee amount.

### 19. Discussion & Possible Action – 300 West Two-Way Traffic

Assistant City Manager Norm Beagley gave a presentation on 300 West.

A discussion was had between Council and staff.

Motion made by Council Member Montoya to maintain one-way vehicular traffic on 300 west from main street to 4th north, to enhance police enforcement of parking violations in the winter, to give city staff clear direction of additional road signage and public education campaign.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

20. Ordinance 12-02-2021 – Santaquin Estates – Comm & R-10 PUD Zone Change

Community Development Director Jason Bond gave background to this zone change and ordinance.

Motion made by Council Member Mecham to approve Ordinance 12-02-2021 An Ordinance Amending The Zoning Map Of Santaquin City, More Specifically, Approving The Rezoning Of Approximately 30.86 Acres Of Property Located At Approximately Main Street And 900 East Changing Approximately 23.28 From R-10 Residential To R-10 Planned Residential Developemnt (Pud) And Approximately 7.58 Acres From R10 Residential To Interchange Commercial (C-1), Providing Severability And An Effective Date For The Ordinance.

Seconded by Council Member Miller

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

21. Resolution 12-06-2021 – Santaquin Estates – Development Agreement

Community Development Director Bond said this was a development agreement for the PUD discussed for the Ordinance zone change just prior to this Resolution.

Council Member Montoya asked what the timeline would be for the road construction because of concern of the nuisance it would be on existing roads. A representative from Flagship homes said it would be in a single phase so it wouldn't be drug out and would start as soon as they are approved through the City Engineering department. The hope is that that road construction would take place during the winter.

Motion made by Council Member Mecham to approve Resolution 12-06-2021, A Resolution Approving The Master Development Agreement For The Santaquin Estates Planned Unit Development.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

22. Discussion & Possible Action – Santaquin Estates – Preliminary Approval

Motion made by Council Member Montoya to approve the Santaquin Estates Preliminary Approval with red line changes as added in the last 24 hours.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

23. Ordinance 12-03-2021 – Grey Cliffs – Commercial & R-10 Zone Change

Motion made by Council Member Montoya to approve AN ORDINANCE AMENDING THE Zoning Map Of Santaquin City, More Specifically, Approving The Rezoning Of Approximately 294 Acres Of Property Located At Approximately 600 N. And Us-198. The Rezoning Changes Approximately 211 Acres From R-10 Residential Pud To R-10 Residential, Approximately 22 Acres From R-10 Residential Pud To Interchange Commercial (C-1), Approximately 41 Acres From Residential Agriculture (R-Ag) To R-10 Residential, Approximately 16 Acers From Agriculture (Ag) To R-10 Residential, Approximately 1 Acre From Interchange Commercial (C-1) To R-10 Residential, And Approximately 3 Acres From Agriculture (Ag) To Interchange Commercial (C-1), Providing Severability And An Effective Date For The Ordinance.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

24. Resolution 12-07-2021 – Grey Cliffs Development Agreement Amendment

Motion by Council Member Montoya to approve Resolution 12-07-2021 – Grey Cliffs Development Agreement Amendment.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

25. Resolution 12-08-2021 – Budget Amendment (1) FY2021-2022

Motion made by Council Member Mecham to approve Resolution 12-08-2021 – Budget Amendment (1) FY2021-2022

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

26. Resolution 12-09-2021 – Podium Service Agreement

Motion made by Council Member Hathaway to approve Resolution 12-09-2021 – Podium Service Agreement.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

27. Discussion & Possible Action – Guaranteed Maximum Price – Tank & Booster Pump

Motion made by Council Member Mecham to approve a Guaranteed Maximum Price in an amount no to exceed \$4,678,396.11 for the VanCon CM/GC contract to construct the tank and first segment of the pipeline.

Seconded by Council Member Montoya.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

28. Discussion & Possible Action - City Hall Interior Authorization Approval Order

Motion by Council Member Montoya to approve a Guaranteed Maximum Price for interior completion and finishes in an amount of \$4,105,633.43 for Ellsworth-Paulsen to complete the interior areas listed above for the new Santaquin City Hall.

Seconded by Council Member Hathaway.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

29. Discussion & Possible Action - Water Rights Work - Hansen, Allen & Luce - \$32,878

Motion by Council Member Mecham to award professional services for water rights work to Hansen, Allen, & Luce, Inc. for City water right updates, changes, etc. in a not to exceed amount of \$32,878.

Seconded by Council Member Miller.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

## **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**

### **City Manager Benjamin Reeves**

- Thanked staff for the efforts to get ready for tonight's meeting.
- Thanked Mayor Hunsaker and Council Member Miller for their service and is looking forward to working with the future Council.
- Thanked Council Member Montoya for all of her efforts and service and is truly one of the best Council Members he's worked with in 16 years of city management.
- Podium will bring a lot of great changes but it will be implemented slowly to allow staff time to adapt.

### **Assistant City Manager Norm Beagley**

- Thanked Mayor Hunsaker and Council Member Miller for their service and is looking forward to working with the future Council.

### **Community Development Director Jason Bond**

- Trevor Wood will continue to act as chair of the Planning Commission and Kylie Lance will be the Vice Chair of the Planning Commission.
- Will make sure new Planning Commissioners will have the appropriate LUDMA training needed to sit on the Commission.

## **REPORTS BY MAYOR AND COUNCIL MEMBERS**

### **Mayor Hunsaker**

Looked for a motion to allow the meeting to go past 10:30 pm – motioned by Council Member Miller and Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

- As this was his last meeting, he wanted to give the following statement: "I know there has been a lot of confusion, contention, and mistrust around our city lately. Finger pointing and even name calling; threats of lawsuits and legal action. If you need someone to blame, blame me. I'm the Mayor, this happened under my watch. If there's been mistakes made, I will own them and I know on my part there have been some mistakes, but that's how we learn is by making mistakes. I'll be the first to say that I'm not perfect, please stop your attacks on good people – especially those who work for Santaquin City. Attack me if you need that in your life. If something you [haven't] agreed with [has] happened, come to me – I'm still available every other Tuesday night or whenever, I'll make time. I truly have tried to do my best for Santaquin City [and] there hasn't been anything [that has] happened that I haven't pondered and considered before making that decision. I truly believe the decisions [that] have been made [are] in the best interests of our city." The Mayor went on to thank each member of the Council and senior staff personally. He wished the new Council and Mayor the best.

### **Council Member Miller**

- Thanked staff and Council Members for the fun opportunity to work with them, they've been a blessing to his life.

### **Council Member Montoya**

- Youth City Council helped with the Holly Days celebration and did a fantastic job decorating a light float for the parade.
- Commended John Bradley and Shauna Jo for all their efforts on Holly Days.

### **Council Member Mecham**

- Thanked Mayor Hunsaker and Council Member Miller for their service and is looking forward to working with the future Council.
- There is a lot of work that goes into everything and thanked staff and Council.

### **Council Member Hathaway**

- Met with Operations Manager Dennis Marker and he will analyze city ordinances to see if overall city policies and laws are overburdening for businesses to come into the city.
- Had a water meeting and they are reinstating their technical committee to see what else can be done to conserve water.
- Thanked Mayor Hunsaker and Council Member Miller for their service and is looking forward to working with the future Council.
- Thanked the Community Services department for their work on Holly Days.

**EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)

**EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

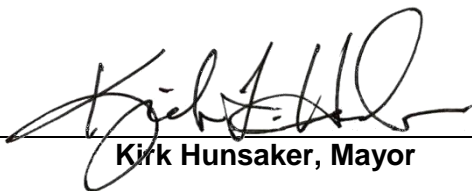
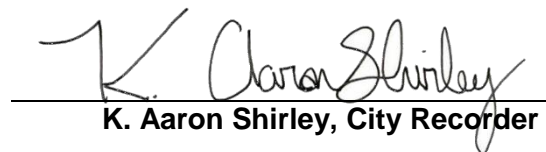
### **ADJOURNMENT**

Motion made by Council Member Miller to adjourn.

Seconded by Council Member Mecham.

Voting Yea: Council Member Miller, Council Member Montoya, Council Member Mecham, Council Member Hathaway

**ATTEST:**

  
\_\_\_\_\_  
Kirk Hunsaker, Mayor  
\_\_\_\_\_  
K. Aaron Shirley, City Recorder

**SANTAQUIN CITY CORPORATION**  
**Invoice Register - 12/11/2021 to 12/30/2021 - All Invoices**

12/30/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
2021-4377	ALADTEC, INC	85639	12/30/2021	12/30/2021	\$254.00 254.00	4340613	FIRE DEPARTMENT SOFTWA	Scheduling software
INUS036946	AXON ENTERPRISES, INC	85585	12/20/2021	12/20/2021	\$166.16 166.16	1054240	SUPPLIES	Battery Pack
7 - 2018 Excise T	BANK OF UTAH - ATTN: JARED ANDE	85640	12/30/2021	12/30/2021	\$37,236.34 37,236.34	4540882	2018 ROAD BOND - INTEREST	Interest - 2018 Excise Tax Rev Bonds
7b - 2018 Excise	BANK OF UTAH - ATTN: JARED ANDE	85640	12/30/2021	12/30/2021	\$12,635.41 12,635.41	4540882	2018 ROAD BOND - INTEREST	Interest - 2018 Excise Tax Rev Bonds
<b>Vendor Total:</b>					<b>\$49,871.75</b>			
Refund: 407005	BELL, DANIEL	85586	12/13/2021	12/13/2021	\$105.62 105.62	5113110	ACCOUNTS RECEIVABLE	Refund: 407005 - BELL, DANIEL
10035036-00	BEST DEAL SPRINGS	85641	12/30/2021	12/30/2021	\$81.10 81.10	1060250	EQUIPMENT MAINTENANCE	Antifreeze and clamps for snowplows
10035071-00	BEST DEAL SPRINGS	85641	12/30/2021	12/30/2021	\$30.78 30.78	7657250	FIRE - EQUIPMENT MAINTEN	Anti freeze for truck 141
10035083-00	BEST DEAL SPRINGS	85641	12/30/2021	12/30/2021	\$667.98 667.98	5240550	WRF - EQUIPMENT MAINTEN	Electric Jack
10035161-00	BEST DEAL SPRINGS	85641	12/30/2021	12/30/2021	\$105.66 105.66	1060250	EQUIPMENT MAINTENANCE	Parts for 2006 snowplow
10035355-00	BEST DEAL SPRINGS	85641	12/30/2021	12/30/2021	\$61.56 61.56	7657250	FIRE - EQUIPMENT MAINTEN	E-145 Repair
<b>Vendor Total:</b>					<b>\$947.08</b>			
044247-35293	BIG O' TIRES - SANTAQUIN	85642	12/30/2021	12/30/2021	\$19.99 19.99	1054250	EQUIPMENT MAINTENANCE	Flat tire repair
Refund: 410500	BRENT LARSEN (RENTAL) +	85587	12/13/2021	12/13/2021	\$12.54 12.54	5113110	ACCOUNTS RECEIVABLE	Refund: 410500 - BRENT LARSEN (RENTAL) +
121621	BRETETON, AVERY	85588	12/20/2021	12/20/2021	\$60.06 20.02	5137100	WATER SALES	Refund Customer - Processing Error on our end
					20.02	5237100	SEWER USER FEE	Refund Customer - Processing Error on our end
					20.02	5437100	PI WATER SALES	Refund Customer - Processing Error on our end
83633	BUFFO'S TERMITE & PEST CONTROL	85643	12/30/2021	12/30/2021	\$170.00 170.00	1070300	PARKS GROUNDS MAINTENA	Vole killer (harvest view)
12222021	CALLAWAY, JASON	85636	12/22/2021	12/22/2021	\$200.00 100.00	5140230	EDUCATION, TRAINING & TRA	Reimburse for Bradyn Carter CDL test - only took cash
					100.00	5240230	EDUCATION, TRAINING & TRA	Reimburse for Bradyn Carter CDL test - only took cash
981754	CAMPELL, STU	85589	12/20/2021	12/20/2021	\$15.16 15.16	7240210	BOOKS, SUBSCRIPTIONS & M	Book

**SANTAQUIN CITY CORPORATION**  
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12/30/2021

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1544-405314	CARQUEST AUTO PARTS STORES	85644	12/30/2021	12/30/2021	\$27.87			
					27.87	1060250	EQUIPMENT MAINTENANCE	Relay for 2019 F-450 snow plow
1544-405903	CARQUEST AUTO PARTS STORES	85644	12/30/2021	12/30/2021	\$59.82			
					59.82	7657250	FIRE - EQUIPMENT MAINTEN	anti freeze for engine 145
	<b>Vendor Total:</b>				<b>\$87.69</b>			
REIMBURSE - 1	CARROL, ETHAN	85645	12/30/2021	12/30/2021	\$109.11			
					109.11	1048240	SUPPLIES	Ethan Carroll work boots and jacket
UP32561	CENTURY EQUIPMENT COMP	85646	12/30/2021	12/30/2021	\$627.18			
					627.18	1060250	EQUIPMENT MAINTENANCE	Filters for backhoe
122021	CENTURYLINK	85590	12/20/2021	12/20/2021	\$67.01			
					67.01	4340240	TELEPHONE & INTERNET	Land Line - Museum Alarm
122021B	CENTURYLINK	85647	12/30/2021	12/30/2021	\$179.28			
					179.28	4340240	TELEPHONE & INTERNET	Land Line PS Facility - Elevator/PD Emergency
	<b>Vendor Total:</b>				<b>\$246.29</b>			
21L0026	CHEMTECH-FORD, INC	85591	12/20/2021	12/20/2021	\$80.00			
					80.00	5240310	PROFESSIONAL & TECHNICA	Effluent testing
21L0484	CHEMTECH-FORD, INC	85591	12/20/2021	12/20/2021	\$100.00			
					100.00	5140310	PROFESSIONAL & TECHNICA	Water quality testing
21L0487	CHEMTECH-FORD, INC	85591	12/20/2021	12/20/2021	\$20.00			
					20.00	5140310	PROFESSIONAL & TECHNICA	investigative sample (the hills)
21L0489	CHEMTECH-FORD, INC	85591	12/20/2021	12/20/2021	\$80.00			
					80.00	5240310	PROFESSIONAL & TECHNICA	Effluent testing
21L0751	CHEMTECH-FORD, INC	85591	12/20/2021	12/20/2021	\$20.00			
					20.00	5140310	PROFESSIONAL & TECHNICA	Water quality testing
21L0923	CHEMTECH-FORD, INC	85591	12/20/2021	12/20/2021	\$100.00			
					100.00	5140310	PROFESSIONAL & TECHNICA	Water quality testing
21L0925	CHEMTECH-FORD, INC	85648	12/30/2021	12/30/2021	\$80.00			
					80.00	5240310	PROFESSIONAL & TECHNICA	Effluent testing
	<b>Vendor Total:</b>				<b>\$480.00</b>			
PR121821-7171	CHILD SUPPORT SERVICES/ORS	85632	12/24/2021	12/24/2021	\$140.31			
					140.31	1022420	GARNISHMENTS	Garnishment - Child Support
17-278	CORNWALL, TROOPER SHAWN	85649	12/30/2021	12/30/2021	\$18.50			
					18.50	1042310	PROFESSIONAL & TECHNICA	Witness Fee
12232021	Deluxe Business	9999	12/23/2021	12/23/2021	\$180.59			
					180.59	1043240	SUPPLIES	Zions Bank Deposit Slips
SantJC - 2021-1	DINORAH PADRO	85650	12/30/2021	12/30/2021	\$150.00			
					150.00	1042310	PROFESSIONAL & TECHNICA	Interpreter Services
122721	DOMINION ENERGY INC.	85651	12/30/2021	12/30/2021	\$3,889.33			
					1,120.70	1051270	UTILITIES	1205 N CENTER STREET
					267.02	1051270	UTILITIES	200 S 400 W
					860.31	1051270	UTILITIES	275 W MAIN STREET
					1,174.98	1051270	UTILITIES	45 W 100 S
					222.81	1051270	UTILITIES	55 W 100 S
					220.20	1051270	UTILITIES	98 S CENTER STREET



**SANTAQUIN CITY CORPORATION**  
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12/30/2021

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PR121821-383	EFTPS	9999	12/24/2021	12/24/2021	\$41,352.32	5240500	WRF - UTILITIES	1215 N CENTER STREET
					23,792.72	1022210	FICA PAYABLE	Social Security Tax
					5,564.56	1022210	FICA PAYABLE	Medicare Tax
					11,995.04	1022220	FEDERAL WITHHOLDING PAY	Federal Income Tax
210113.01	ELLSWORTH PAULSEN CONSTRUCTI	85592	12/20/2021	12/20/2021	\$418,989.91	4140704	NEW CITY HALL - SITE WORK	Payment Request for Construction - Nov 2021
					418,989.91			
SP118552	ERIKS NORTH AMERICA, INC	85652	12/30/2021	12/30/2021	\$112.00	1060250	EQUIPMENT MAINTENANCE	Hydraulic fittings for 2010 snowplow
					112.00			
SP118581	ERIKS NORTH AMERICA, INC	85652	12/30/2021	12/30/2021	\$16.92	1060250	EQUIPMENT MAINTENANCE	Hydraulic fittings for snow plow
					16.92			
	<b>Vendor Total:</b>				<b>\$128.92</b>			
121621	FRONTIER TRAILERS & ROPER SUP	85584	12/17/2021	12/17/2021	\$5,275.00	7657240	FIRE - SUPPLIES	CARGO BOXES/LED LIGHTS/AMP POWER BOX/HIGH ALTITUDE ELECTRIC INTERNAL
					5,275.00			
121621	FRONTIER TRAILERS & ROPER SUP	85653	12/30/2021	12/30/2021	\$5,275.00	7657246	EMERGENCY MANAGEMENT	EM Trailer Upfit
					5,275.00			
	<b>Vendor Total:</b>				<b>\$10,550.00</b>			
12242021	Garbett, Lyndsay	9999	12/24/2021	12/24/2021	(\$143.14)	1015800	SUSPENSE	Direct Deposit Returned - Issued Check
					-143.14			
12242021A	Garbett, Lyndsay	85637	12/24/2021	12/29/2021	\$143.14	1015800	SUSPENSE	Direct Deposit Returned - Issued Check
					143.14			
	<b>Vendor Total:</b>				<b>\$0.00</b>			
5248	GREENHALGH CONSTRUCTION	85593	12/20/2021	12/20/2021	\$2,390.55	1060240	SUPPLIES	Road salt hauling
					2,390.55			
FSADec2021	HEALTH EQUITY INC,	9999	12/29/2021	12/29/2021	\$773.69	1022502	FSA	Replenish for HCRA - qugz6bd
					120.00	1022502	FSA	Replenish for HCRA - iktwa9c
					603.69	1022502	FSA	Replenish for HCRA - jaqvtp3
					50.00			
HSADEC2021	HEALTH EQUITY INC,	9999	12/29/2021	12/29/2021	\$6,728.55	1022503	HSA	Employee/Employer HSA Contributions - Dec 2021
					6,671.85			
					56.70	1043310	PROFESSIONAL & TECHNICA	Employee/Employer HSA Contributions - Dec 2021
	<b>Vendor Total:</b>				<b>\$7,502.24</b>			
13956475	HENRY SCHEIN	85654	12/30/2021	12/30/2021	\$349.50	7657242	EMS - SUPPLIES	Oral/Nasal Cannula
					349.50			
0552491771	HONEY BUCKET	85594	12/20/2021	12/20/2021	\$80.00	1070300	PARKS GROUNDS MAINTENA	Potty for the cowboys
					80.00			
0826503	HONEY BUCKET	85594	12/20/2021	12/20/2021	\$80.00	1077300	CEMETERY GROUNDS MAINT	Cemetery potty
					80.00			

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<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
	<b>Vendor Total:</b>				<b>\$160.00</b>			
SF 174431	HUMPHRIES INC	85595	12/20/2021	12/20/2021	\$63.78			
					63.78	7657242	EMS - SUPPLIES	Oxygen
20098182-00	INDUSTRIAL SUPPLY	85596	12/20/2021	12/20/2021	\$84.24			
					21.06	1060240	SUPPLIES	Gloves
					21.06	5140240	SUPPLIES	Gloves
					21.06	5240240	SUPPLIES	Gloves
					21.06	5440240	SUPPLIES	Gloves
56465525	INGRAM BOOK GROUP	85597	12/20/2021	12/20/2021	\$143.30			
					143.30	5240210	BOOKS, SUBSCRIPT, MEMBE	books
56514868	INGRAM BOOK GROUP	85597	12/20/2021	12/20/2021	\$41.02			
					41.02	7240210	BOOKS, SUBSCRIPTIONS & M	Books
56641719	INGRAM BOOK GROUP	85655	12/30/2021	12/30/2021	\$102.81			
					102.81	7240210	BOOKS, SUBSCRIPTIONS & M	Books
	<b>Vendor Total:</b>				<b>\$287.13</b>			
1010220	INVENGO AMERICAN CORP.	85598	12/20/2021	12/20/2021	\$17,526.00			
					16.00	7240240	SUPPLIES	Library Grant
					17,510.00	7240760	OTHER GRANT EXPENSES	Library Grant
2362	INVENGO AMERICAN CORP.	85598	12/20/2021	12/20/2021	\$707.00			
					707.00	7240210	BOOKS, SUBSCRIPTIONS & M	Library Grant
	<b>Vendor Total:</b>				<b>\$18,233.00</b>			
0147990	J-U-B ENGINEERING	85656	12/30/2021	12/30/2021	\$59,048.51			
					59,048.51	4140740	MAIN STREET PROJECT	JUB design costs for the Main Street widening Phase 5 and 6
78590	JMART PRINTING	85657	12/30/2021	12/30/2021	\$140.00			
					140.00	1043240	SUPPLIES	Personnel Action Forms
01-347613	MACEYS - SANTAQUIN	85599	12/20/2021	12/20/2021	\$23.08			
					23.08	7540480	FOOD	food
01-352482	MACEYS - SANTAQUIN	85658	12/30/2021	12/30/2021	\$28.14			
					28.14	7540480	FOOD	Senior Food
	<b>Vendor Total:</b>				<b>\$51.22</b>			
3823	MARTINS COLLISION REPAIR	85659	12/30/2021	12/30/2021	\$3,993.53			
					3,993.53	1022561	INSURANCE CLAIMS - VEHICL	2014 FORD EXPEDITION - CLAIM # FRW7205
REIMBURSE - 1	MONTOYA, BETSY	85660	12/30/2021	12/30/2021	\$9.74			
					9.74	1041670	YOUTH CITY COUNCIL EXPE	Reimburse for Food
2662592	MOUNTAIN ALARM	85661	12/30/2021	12/30/2021	\$48.40			
					48.40	1051300	BUILDINGS & GROUND MAIN	Alarm system
S104085970.002	MOUNTAINLAND SUPPLY	85600	12/20/2021	12/20/2021	\$54,180.86			
					18,060.28	5140242	METERS & MXU'S	water and PI meters
					18,060.29	5240242	METERS & MXU'S	water and PI meters
					18,060.29	5440242	METERS & MXU'S	water and PI meters
S104340770.002	MOUNTAINLAND SUPPLY	85600	12/20/2021	12/20/2021	\$4,995.00			
					2,497.50	5140240	SUPPLIES	Valve Exerciser
					2,497.50	5440240	SUPPLIES	Valve Exerciser
S104394417.002	MOUNTAINLAND SUPPLY	85662	12/30/2021	12/30/2021	\$46.04			
					46.04	5140240	SUPPLIES	Plugs for meter lids

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S104416123.001	MOUNTAINLAND SUPPLY	85600	12/20/2021	12/20/2021	\$360.29 360.29	5140250	EQUIPMENT MAINTENANCE	Micro switch for lower tank fill valve
S104435625.001	MOUNTAINLAND SUPPLY	85600	12/20/2021	12/20/2021	\$2,205.81 735.27 735.27 735.27	5140242 5240242 5440242	METERS & MXU'S METERS & MXU'S METERS & MXU'S	2" meters 2" meters 2" meters
S104446704.001	MOUNTAINLAND SUPPLY	85600	12/20/2021	12/20/2021	\$1,037.62 345.87 345.88 345.87	5140242 5240242 5440242	METERS & MXU'S METERS & MXU'S METERS & MXU'S	Parts for meters Parts for meters Parts for meters
S104454530.001	MOUNTAINLAND SUPPLY	85662	12/30/2021	12/30/2021	\$6,617.44 2,205.81 2,205.81 2,205.82	5140242 5240242 5440242	METERS & MXU'S METERS & MXU'S METERS & MXU'S	2" meters 2" meters 2" meters
S104455200.001	MOUNTAINLAND SUPPLY	85662	12/30/2021	12/30/2021	\$155.22 51.74 51.74 51.74	5140242 5240242 5440242	METERS & MXU'S METERS & MXU'S METERS & MXU'S	Meter gaskets Meter gaskets Meter gaskets
<b>Vendor Total:</b>					<b>\$69,598.28</b>			
IN1652812	MUNICIPAL EMERGENCY SERVICES	85663	12/30/2021	12/30/2021	\$2,463.65 2,463.65	7657244	UNIFORMS	HiViz Coats
00368118	MUNICODE	85664	12/30/2021	12/30/2021	\$6,320.00 6,320.00	4340115	MUNICODE - MEETINGS MAN	Meeting Management Software
PR121821-13093	NEBO LODGE #45	85633	12/24/2021	12/24/2021	\$18.00 18.00	1022425	FOP DUES	FOP Dues (Nebo Lodge #45)
OR394258	NORTHWEST PIPE COMPANY	85665	12/30/2021	12/30/2021	\$983.93 983.93	4540304	HIGHLAND DR CANYON ROA	Manhole replacements for sections provided by Mitchell Excavation for Jamie Evans electrical manholes
16055	OUT BACK GRAPHICS, LLC	85666	12/30/2021	12/30/2021	\$456.00 114.00 114.00 114.00 114.00	1060240 5140240 5240240 5440240	SUPPLIES SUPPLIES SUPPLIES SUPPLIES	Hats Hats Hats Hats
Dec21	PAY PLUS	9999	12/29/2021	12/29/2021	\$2.49 2.49	7657211	EMS BILLING SERVICES EXP	ACH TRANSACTION FEE
2571	PAYSON & SANTAQUIN AREA CHAMB	85601	12/20/2021	12/20/2021	\$6,000.00 6,000.00	1041330	DONATIONS	Annual Donation
412527	PAYSON AUTO SUPPLY - NAPA	85602	12/20/2021	12/20/2021	\$146.98 146.98	5140240	SUPPLIES	Wrenches for shop
412614	PAYSON AUTO SUPPLY - NAPA	85602	12/20/2021	12/20/2021	\$134.10 134.10	1060250	EQUIPMENT MAINTENANCE	Wiper blades and deicer for snow plows
412624	PAYSON AUTO SUPPLY - NAPA	85602	12/20/2021	12/20/2021	\$7.91 7.91	1060250	EQUIPMENT MAINTENANCE	Plastic adhesive for snow plow

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412646	PAYSON AUTO SUPPLY - NAPA	85667	12/30/2021	12/30/2021	\$18.61			
					18.61	5240240	SUPPLIES	Impact sockets for WRF
413043	PAYSON AUTO SUPPLY - NAPA	85667	12/30/2021	12/30/2021	\$4.92			
					4.92	5140240	SUPPLIES	Grease
	<b>Vendor Total:</b>				<b>\$312.52</b>			
4695	PAYSON CITY SOLID WASTE	85603	12/20/2021	12/20/2021	\$4,438.31			
					4,438.31	5240530	WRF - SOLID WASTE DISPOS	Bio Solids tipping fees
2730	PAYSON TROPHY & AWARDS - BLUE	85668	12/30/2021	12/30/2021	\$15.90			
					15.90	1042240	SUPPLIES	Name Please for New Judge
120121	PEOPLE + PLACE, LLC	85604	12/20/2021	12/20/2021	\$5,456.02			
					5,456.02	1078320	GENERAL PLAN UPDATE	November 2021
12222021	Rainey, Sydnee	9999	12/22/2021	12/22/2021	(\$83.11)			
					-83.11	1015800	SUSPENSE	Replace Payroll check #83264 - Found, but too old to cash (4/16/21)
12222021A	Rainey, Sydnee	85631	12/22/2021	12/22/2021	\$83.11			
					83.11	1015800	SUSPENSE	Replace Payroll check #83264 - Found, but too old to cash (4/16/21)
	<b>Vendor Total:</b>				<b>\$0.00</b>			
330289	REDMOND MINERALS, INC	85605	12/20/2021	12/20/2021	\$1,361.58			
					1,361.58	1060240	SUPPLIES	Road Salt
330358	REDMOND MINERALS, INC	85605	12/20/2021	12/20/2021	\$1,353.00			
					1,353.00	1060240	SUPPLIES	Road salt
330677	REDMOND MINERALS, INC	85669	12/30/2021	12/30/2021	\$1,234.64			
					1,234.64	1060240	SUPPLIES	Road salt
330776	REDMOND MINERALS, INC	85669	12/30/2021	12/30/2021	\$624.58			
					624.58	1060240	SUPPLIES	Road Salt
	<b>Vendor Total:</b>				<b>\$4,573.80</b>			
Refund: 1310642	ROBERTS, CHANTZ	85606	12/13/2021	12/13/2021	\$199.85			
					199.85	5113110	ACCOUNTS RECEIVABLE	Refund: 1310642 - ROBERTS, CHANTZ
4072B	ROCK MOUNTAIN TECHNOLOGY	85607	12/20/2021	12/20/2021	\$1,002.10			
					-8,781.32	4340100	COMPUTER SUPPORT CONT	Overpayment - Paid Nov by check & ACH
					2,850.00	4340100	COMPUTER SUPPORT CONT	Monthly Service Agreement
					110.00	4340500	SOFTWARE EXPENSE	Splashtop Premium (11 users)
					316.25	4340500	SOFTWARE EXPENSE	Splashtop (115 users)
					2,170.80	4340500	SOFTWARE EXPENSE	Cloud Backup (.18 per GB)
					250.00	4340500	SOFTWARE EXPENSE	Rack Space
					2,472.87	4340500	SOFTWARE EXPENSE	#1687 Laptop - Dennis Marker to work from home
					218.90	4340507	MICROSOFT OFFICE 365 LICE	#1709 MS Office License for New Laptop
					5.85	4340507	MICROSOFT OFFICE 365 LICE	Microsoft Azure Directory
					1,346.40	4340507	MICROSOFT OFFICE 365 LICE	Microsoft Business Premium (68)
					42.35	4340507	MICROSOFT OFFICE 365 LICE	Microsoft Exchange Online (11)

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RMP-102921A	ROCKY MOUNTAIN POWER	85670	12/30/2021	12/30/2021	\$16,462.32			
					57.03	1051270	UTILITIES	190 S 400 W - Community Services Bldg
					192.88	1051270	UTILITIES	190 S 400 W - Community Services Bldg Remodel
					839.21	1051270	UTILITIES	275 W Main Street - Public Safety Bldg
					181.63	1051270	UTILITIES	98 S Center Street - Library Bldg
					311.34	1051270	UTILITIES	45 W 100 S - Senior Center/Museum Bldgs
					24.78	1051270	UTILITIES	1390 Summit Ridge Pkwy - Sprinkling System
					6,115.61	1060270	UTILITIES - STREET LIGHTS	Street Lights
					53.43	1070270	UTILITIES	592 Summit Ridge Pkwy - Harvest View Soccer Fields Site
					1,566.37	1070270	UTILITIES	592 Summit Ridge Pkwy - Harvest View Soccer Fields Lighting
					15.90	1070270	UTILITIES	1200 S 100 W - Ahlin Pond Park
					311.43	1070270	UTILITIES	250 S 450 W - Fair Grounds Site
					19.20	1070270	UTILITIES	250 S 450 W - Upgrade
					10.64	1070270	UTILITIES	250 S 450 W - Sprinklers/Pedestals
					10.41	1070270	UTILITIES	250 S 450 W - Announcers/Pedestals
					99.00	1070270	UTILITIES	400 E Main Street
					1,852.74	5140273	UTILITIES	3 Summit Ridge Pkwy - Water Pump
					657.74	5140273	UTILITIES	190 E 400 S - Culinary Well
					657.74	5140273	UTILITIES	190 E 400 S - Culinary Well
					130.39	5140273	UTILITIES	1005 S Center Street - Chlorine Plant
					312.38	5140273	UTILITIES	910 E 70 N - East Culinary Well
					62.39	5440273	UTILITIES	392 N 200 W - Pump Vault
					1,852.74	5440273	UTILITIES	3 Summit Ridge Pkwy - Water Pump
					57.73	5440273	UTILITIES	21 S Center Street - City Well
					312.38	5440273	UTILITIES	910 E 70 N - East Culinary Well
					757.23	5440273	UTILITIES	6650 W 13800 S - Hayfield Pump
RMP-121621A	ROCKY MOUNTAIN POWER	85608	12/20/2021	12/20/2021	\$31.98			
					31.98	1060270	UTILITIES - STREET LIGHTS	509 FIRESTONE DRIVE
RMP-121621C	ROCKY MOUNTAIN POWER	85608	12/20/2021	12/20/2021	\$14.77			
					14.77	5440273	UTILITIES	1250 S CANYON ROAD
RMP-122021A	ROCKY MOUNTAIN POWER	85670	12/30/2021	12/30/2021	\$120.25			
					43.41	1060270	UTILITIES - STREET LIGHTS	1005 S RED BARN
					48.50	1060270	UTILITIES - STREET LIGHTS	415 TRAVERTINE WAY
					21.59	1060270	UTILITIES - STREET LIGHTS	154 E 950 S
					6.75	1060270	UTILITIES - STREET LIGHTS	80 E 770 N
RMP-122021B	ROCKY MOUNTAIN POWER	85670	12/30/2021	12/30/2021	\$20.94			
					20.94	1070270	UTILITIES	East side debris basin

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<b>Vendor Total:</b>					<b>\$16,650.26</b>			
RMP-121621B	ROCKY MOUNTAIN POWER C/O ANN	85671	12/30/2021	12/30/2021	\$838.00	6040656	SUMMIT RIDGE TANK & BOOS	RMP Power Contract for Booster Pump Station
					838.00			
PR121821-266	SANTAQUIN CITY UTILITIES	85634	12/24/2021	12/24/2021	\$797.00	1022350	UTILITIES PAYABLE	Utilities Cemetery
					745.00			
					52.00	1022350	UTILITIES PAYABLE	
000245/1	SANTAQUIN MARKET ACE		12/20/2021	12/20/2021	\$82.56	5140240	SUPPLIES	tools for shop
					82.56			
000247/1	SANTAQUIN MARKET ACE		12/20/2021	12/20/2021	\$14.48	5140240	SUPPLIES	Leak repair 282 North 700 East
					14.48			
000250/1	SANTAQUIN MARKET ACE		12/30/2021	12/30/2021	\$1.53	5140240	SUPPLIES	miscellaneous bolts and nuts
					1.53			
000251/1	SANTAQUIN MARKET ACE		12/30/2021	12/30/2021	\$24.99	5140240	SUPPLIES	pipe cutter
					24.99			
<b>Vendor Total:</b>					<b>\$123.56</b>			
450_A_43674_3	SKAGGS PUBLIC SAFETY UNIFORM	85609	12/20/2021	12/20/2021	\$10.99	1054240	SUPPLIES	Uniforms - Beckstead
					10.99			
450_C_99653_1	SKAGGS PUBLIC SAFETY UNIFORM	85609	12/20/2021	12/20/2021	\$96.53	1054240	SUPPLIES	Uniforms - Lerwill
					96.53			
<b>Vendor Total:</b>					<b>\$107.52</b>			
22178	SKM INC	85610	12/20/2021	12/20/2021	\$407.50	5240310	PROFESSIONAL & TECHNICA	Lift station communication fault
					407.50			
RET122821	Smith, Jeremy	9999	12/28/2021	12/28/2021	(\$49.87)	1015800	SUSPENSE	Returned Direct Deposit - Issued Check
					-49.87			
RET122821A	Smith, Jeremy	85638	12/28/2021	12/29/2021	\$49.87	1015800	SUSPENSE	Returned Direct Deposit - Issued Check
					49.87			
<b>Vendor Total:</b>					<b>\$0.00</b>			
2111-130807	SPANISH FORK BUILDERS SUPPLY	85611	12/20/2021	12/20/2021	\$102.38	1051480	CHRISTMAS LIGHTS	framing for new star at museum
					102.38			
2111-130808	SPANISH FORK BUILDERS SUPPLY	85611	12/20/2021	12/20/2021	\$540.00	1060240	SUPPLIES	Street sign posts
					540.00			
2111-131073	SPANISH FORK BUILDERS SUPPLY	85611	12/20/2021	12/20/2021	\$174.56	5240730	CAPITAL PROJECTS	Clean out station forms
					174.56			
<b>Vendor Total:</b>					<b>\$816.94</b>			
VM2256	SPRINKLER SUPPLY	85612	12/20/2021	12/20/2021	\$58.04	1070300	PARKS GROUNDS MAINTENA	Quick coupler to blow out spinkler systems
					58.04			
VP4268	SPRINKLER SUPPLY	85612	12/20/2021	12/20/2021	\$3,264.22	1070300	PARKS GROUNDS MAINTENA	Weathertrak Clock
					3,264.22			
<b>Vendor Total:</b>					<b>\$3,322.26</b>			
591903138-199	SPRINT SOLUTIONS, INC	85613	12/20/2021	12/20/2021	\$238.27	1068280	TELEPHONE	DECEMBER 2021
					111.64			
					42.21	5140280	TELEPHONE	DECEMBER 2021

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					42.21	5240280	TELEPHONE	DECEMBER 2021
					42.21	5440280	TELEPHONE	DECEMBER 2021
8064652237	STAPLES	85672	12/30/2021	12/30/2021	\$59.82			
					59.82	1043240	SUPPLIES	Labels to send our Magnets
2021-1139 REVI	STRATTON & BRATT	85673	12/30/2021	12/30/2021	\$132,610.39			
					132,610.39	5740514	HARVEST VIEW PARK - PHAS	Progress Payment #1 - Material and site grading
Multiple	STRINGHAM'S HARDWARE	85674	12/30/2021	12/30/2021	\$1,926.67			
					150.84	1051300	BUILDINGS & GROUND MAIN	NOVEMBER
					83.10	1051480	CHRISTMAS LIGHTS	NOVEMBER
					56.97	1060240	SUPPLIES	NOVEMBER
					73.98	1068240	SUPPLIES	NOVEMBER
					522.53	1070300	PARKS GROUNDS MAINTENA	NOVEMBER
					13.58	1077300	CEMETERY GROUNDS MAINT	NOVEMBER
					368.86	5140240	SUPPLIES	NOVEMBER
					326.27	5240240	SUPPLIES	NOVEMBER
					79.12	5240520	WRF - SUPPLIES	NOVEMBER
					79.99	6240320	ACTIVITIES IN THE PARK	NOVEMBER
					98.56	7240240	SUPPLIES	NOVEMBER
					72.87	7657250	FIRE - EQUIPMENT MAINTEN	NOVEMBER
2021100104517	THATCHER COMPANY	85675	12/30/2021	12/30/2021	\$6,690.42			
					6,690.42	5240510	WRF - CHEMICAL SUPPLIES	T-Chlor and Citric for recovery cleans
17-125	TOWN OF GOSHEN	85579	12/13/2021	12/13/2021	\$677.51			
					677.51	1022430	COURT FINES AND FORFEITU	Goshen Court Fines
21568	TWIN "D" INC	85614	12/20/2021	12/20/2021	\$24,942.36			
					24,942.36	5240325	SEWER LINE CLEANOUT EXP	Sewer line cleaning and camera
PR121821-7076	UTAH COUNTY LODGE #31	85635	12/24/2021	12/24/2021	\$162.00			
					162.00	1022425	FOP DUES	FOP Dues (Ut County Lodge #31)
PR121821-382	UTAH STATE RETIREMENT		12/24/2021	12/24/2021	\$33,062.11			
					1.98	1022300	RETIREMENT PAYABLE	Post Retirement (After 7/2010)
					5,078.30	1022300	RETIREMENT PAYABLE	401K
					24,111.72	1022300	RETIREMENT PAYABLE	Retirement
					793.96	1022300	RETIREMENT PAYABLE	401K - Tier 1 Parity
					956.50	1022300	RETIREMENT PAYABLE	Roth IRA
					766.75	1022300	RETIREMENT PAYABLE	457
					1,352.90	1022325	RETIREMENT LOAN PAYMEN	Retirement Loan Payment
PR121821-361	UTAH STATE TAX COMMISSION	9999	12/24/2021	12/24/2021	\$7,911.37			
					7,911.37	1022230	STATE WITHHOLDING PAYAB	State Income Tax
14022	VALUE PROPOSITION ENTERPRISES	85616	12/20/2021	12/20/2021	\$4,110.00			
					4,110.00	6740640	UTAH COUNTY GRANT	Utah County Municipal Grant Park Amenities
9893510499	VERIZON WIRELESS	85617	12/20/2021	12/20/2021	\$1,498.01			
					506.76	1054280	TELEPHONE	phone - police
					712.78	1054340	CENTRAL DISPATCH FEES	jetpack - police
					120.03	1068280	TELEPHONE	jetpack/phone planning
					116.21	5140240	SUPPLIES	jetpack - public works

**SANTAQUIN CITY CORPORATION**  
**Invoice Register - 12/11/2021 to 12/30/2021 - All Invoices**

12/30/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
					42.23	7657280	TELEPHONE	phone- fire
113021	WALMART BRC - GE CAPITAL RETAIL	85676	12/30/2021	12/30/2021	\$243.49			
					29.76	1054230	EDUCATION, TRAINING & TRA	HDMI TO VGA ADAPTERS
					78.88	7540480	FOOD	SENIOR FOOD
					33.78	7540480	FOOD	SENIOR FOOD
					5.32	7540480	FOOD	SENIOR FOOD
					95.75	7540480	FOOD	SENIOR FOOD
122721	WALMART BRC - GE CAPITAL RETAIL	85676	12/30/2021	12/30/2021	\$234.02			
					90.00	7540480	FOOD	SENIOR FOOD
					9.34	7540480	FOOD	SENIOR FOOD
					134.68	7540480	FOOD	SENIOR FOOD
	<b>Vendor Total:</b>				<b>\$477.51</b>			
REIMBURSE - 1	WARDLE, MONICA	85618	12/20/2021	12/20/2021	\$75.00			
					75.00	6840803	ARTS & CRAFTS	Craft Class
SS000358459	WHEELER CAT - WHEELER MACHINE	85619	12/20/2021	12/20/2021	\$831.20			
					831.20	5240250	EQUIPMENT MAINTENANCE	PM for Center Street lift station emergency generator
SCH-12321	WPA ARCHITECTURE, PC	85620	12/20/2021	12/20/2021	\$4,886.79			
					4,886.79	4140704-002	NEW CITY HALL - ARCHITECT	Architect Services
	<b>Total:</b>				<b>\$966,197.67</b>			
					0.00	1015800	<b><u>GL Account Summary</u></b>	
					29,357.28	1022210	SUSPENSE	
					11,995.04	1022220	FICA PAYABLE	
					7,911.37	1022230	FEDERAL WITHHOLDING PAY	
					31,709.21	1022300	STATE WITHHOLDING PAYAB	
					1,352.90	1022325	RETIREMENT PAYABLE	
					797.00	1022350	RETIREMENT LOAN PAYMEN	
					140.31	1022420	UTILITIES PAYABLE	
					180.00	1022425	GARNISHMENTS	
					677.51	1022430	FOP DUES	
					773.69	1022502	COURT FINES AND FORFEITU	
					6,671.85	1022503	FSA	
					3,993.53	1022561	HSA	
					6,000.00	1041330	INSURANCE CLAIMS - VEHICL	
					9.74	1041670	DONATIONS	
					15.90	1042240	YOUTH CITY COUNCIL EXPE	
					168.50	1042310	SUPPLIES	
					380.41	1043240	PROFESSIONAL & TECHNICA	
					56.70	1043310	SUPPLIES	
					109.11	1048240	PROFESSIONAL & TECHNICA	
					5,472.89	1051270	SUPPLIES	
					199.24	1051300	UTILITIES	
					185.48	1051480	BUILDINGS & GROUND MAIN	
					29.76	1054230	CHRISTMAS LIGHTS	
					273.68	1054240	EDUCATION, TRAINING & TRA	
					19.99	1054250	SUPPLIES	
					506.76	1054280	EQUIPMENT MAINTENANCE	
					712.78	1054340	TELEPHONE	
					7,696.38	1060240	CENTRAL DISPATCH FEES	
					1,112.74	1060250	SUPPLIES	
					6,267.84	1060270	EQUIPMENT MAINTENANCE	
					73.98	1068240	UTILITIES - STREET LIGHTS	
							SUPPLIES	



**SANTAQUIN CITY CORPORATION**  
**Invoice Register - 12/11/2021 to 12/30/2021 - All Invoices**

12/30/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					231.67	1068280	TELEPHONE	
					2,107.32	1070270	UTILITIES	
					4,094.79	1070300	PARKS GROUNDS MAINTENA	
					93.58	1077300	CEMETERY GROUNDS MAINT	
					5,456.02	1078320	GENERAL PLAN UPDATE	
					<b>136,834.95</b>		<b>Total</b>	
					418,989.91	4140704	NEW CITY HALL - SITE WORK	
					4,886.79	4140704-002	NEW CITY HALL - ARCHITECT	
					59,048.51	4140740	MAIN STREET PROJECT	
					<b>482,925.21</b>		<b>Total</b>	
					-5,931.32	4340100	COMPUTER SUPPORT CONT	
					6,320.00	4340115	MUNICODE - MEETINGS MAN	
					246.29	4340240	TELEPHONE & INTERNET	
					5,319.92	4340500	SOFTWARE EXPENSE	
					1,613.50	4340507	MICROSOFT OFFICE 365 LICE	
					254.00	4340613	FIRE DEPARTMENT SOFTWA	
					<b>7,822.39</b>		<b>Total</b>	
					983.93	4540304	HIGHLAND DR CANYON ROA	
					49,871.75	4540882	2018 ROAD BOND - INTEREST	
					<b>50,855.68</b>		<b>Total</b>	
					318.01	5113110	ACCOUNTS RECEIVABLE	
					20.02	5137100	WATER SALES	
					100.00	5140230	EDUCATION, TRAINING & TRA	
					3,439.13	5140240	SUPPLIES	
					21,398.97	5140242	METERS & MXU'S	
					360.29	5140250	EQUIPMENT MAINTENANCE	
					3,610.99	5140273	UTILITIES	
					42.21	5140280	TELEPHONE	
					240.00	5140310	PROFESSIONAL & TECHNICA	
					<b>29,529.62</b>		<b>Total</b>	
					20.02	5237100	SEWER USER FEE	
					143.30	5240210	BOOKS, SUBSCRIPT, MEMBE	
					100.00	5240230	EDUCATION, TRAINING & TRA	
					479.94	5240240	SUPPLIES	
					21,398.99	5240242	METERS & MXU'S	
					831.20	5240250	EQUIPMENT MAINTENANCE	
					42.21	5240280	TELEPHONE	
					647.50	5240310	PROFESSIONAL & TECHNICA	
					24,942.36	5240325	SEWER LINE CLEANOUT EXP	
					23.31	5240500	WRF - UTILITIES	
					6,690.42	5240510	WRF - CHEMICAL SUPPLIES	
					79.12	5240520	WRF - SUPPLIES	
					4,438.31	5240530	WRF - SOLID WASTE DISPOS	
					667.98	5240550	WRF - EQUIPMENT MAINTEN	
					174.56	5240730	CAPITAL PROJECTS	
					<b>60,679.22</b>		<b>Total</b>	
					20.02	5437100	PI WATER SALES	
					2,632.56	5440240	SUPPLIES	
					21,398.99	5440242	METERS & MXU'S	
					3,057.24	5440273	UTILITIES	
					42.21	5440280	TELEPHONE	

**SANTAQUIN CITY CORPORATION**  
**Invoice Register - 12/11/2021 to 12/30/2021 - All Invoices**

12/30/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					<b>27,151.02</b>		<b>Total</b>	
					132,610.39	5740514	HARVEST VIEW PARK - PHAS	
					838.00	6040656	SUMMIT RIDGE TANK & BOOS	
					79.99	6240320	ACTIVITIES IN THE PARK	
					4,110.00	6740640	UTAH COUNTY GRANT	
					75.00	6840803	ARTS & CRAFTS	
					865.99	7240210	BOOKS, SUBSCRIPTIONS & M	
					114.56	7240240	SUPPLIES	
					17,510.00	7240760	OTHER GRANT EXPENSES	
					<b>18,490.55</b>		<b>Total</b>	
					498.97	7540480	FOOD	
					2.49	7657211	EMS BILLING SERVICES EXP	
					5,275.00	7657240	FIRE - SUPPLIES	
					413.28	7657242	EMS - SUPPLIES	
					2,463.65	7657244	UNIFORMS	
					5,275.00	7657246	EMERGENCY MANAGEMENT	
					225.03	7657250	FIRE - EQUIPMENT MAINTEN	
					42.23	7657280	TELEPHONE	
					<b>13,696.68</b>		<b>Total</b>	
					<b>\$966,197.67</b>		<b>GL Account Summary Total</b>	

## January 2022 Volunteer of the Month

Leola Winegar is our January 2022 Volunteer of the Month. She is being recognized for the beautiful and consistent work she performs on our city planter boxes along Main Street.

For the past four years, Leola has worked closely with our Public Works Department to help pick out the flowers that will be showcased in each planter. She then helps plant the flowers and maintain the beds throughout the spring, summer, and fall. When Jason Callaway, our Public Works Director, was asked about Leola's contribution to the city he said, "Leola does a great job helping the city with the planter boxes. Each year, because of the advice and hard work that Leola puts into the planters, they are always better than the year before. She is continually walking up and down the sidewalks taking care of each box as if it were her own. She helps us maintain the irrigation system by providing us with information about watering duration and needed repairs. When it comes to planting, she organizes the plants for the beds and makes sure we are planting the flowers in the right spot. It used to take us all day to plant the boxes but because of her organization and plant knowledge we can accomplish this task before lunch. We appreciate the hard work Leola does for us each year and look forward to working with her for many more!"

As a resident of Santaquin for the past 41 years, Leola raised her family here and worked at Rocky Mountain Power, retiring after 42 years of service. As she neared retirement, she would drive Main Street on her way to and from work and recognized that she should love to help keep the planters beautiful. Once retired, she took a master gardening class and at the conclusion of her class she needed volunteer hours to receive her certificate of completion. She approached the city about helping and it was happily accepted.

Leola obviously loves to garden, but she also enjoys sewing and spending time with her family. She is a proud mother of three children and six grandchildren. Her children and grandchildren all live in the area and are a big part of her life.

Thank you, Leola, for the volunteer work you do for the city. The planters are beautiful every year and your volunteer spirit is inspiring to all.

*Santaquin*

# Volunteer

of the month

**January  
2022**

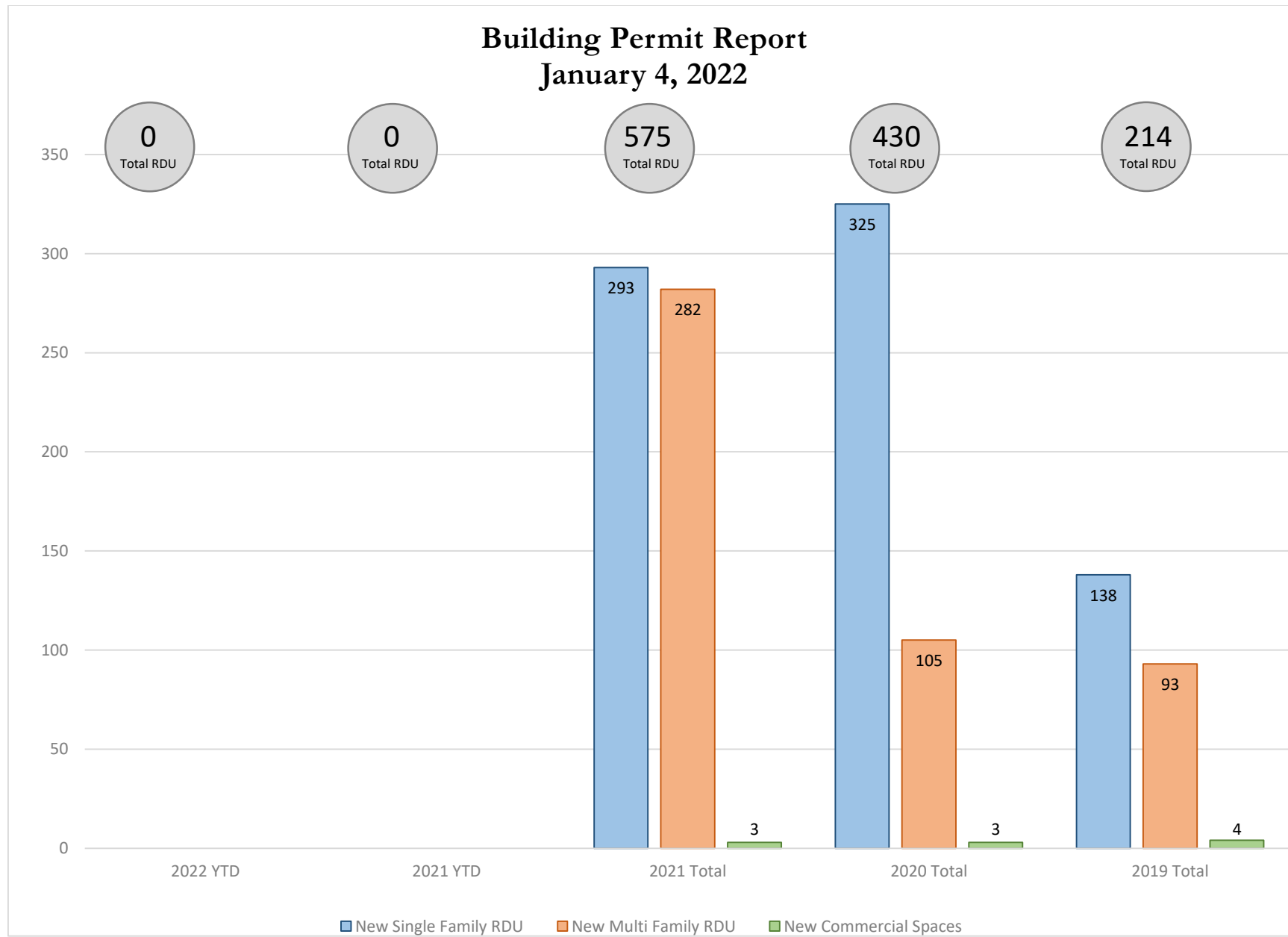


**Leola  
Winegar**



**Thank You For Your Service!**

## Building Permit Report January 4, 2022



**New Business Licenses**

<b>Name</b>	<b>Owner</b>	<b>Address</b>	<b>Description</b>	<b>BL#</b>
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# Annexation Petition Application Packet

Santaquin City  
275 West Main  
Santaquin, Utah 84655  
801-754-1011  
[www.santaquin.org](http://www.santaquin.org)

# Santaquin City Corporation

## Annexation Petition Application

275 West Main, Santaquin, Utah 84655



**Notice:** Property to be annexed must be contiguous to a current city boundary and to all property within the desired annexation, as provided in the Utah State Code. A written annexation petition must be submitted to the City Recorder on forms to be furnished by the City; with the appropriate accompanying application fees, maps and documentation. The accompanying plat maps must be accurate and created under the direct supervision of a licensed engineer or land surveyor and certified by the same.

Annexation Information		
Proposed Name of Annexation:	TANNER ANNEXATION	Application Date: 12-21-2021
Contact's relation to property:	Developer	
Acreage:	43.9 ACRES	Requested Zoning: R-10
Contact Information		
Name:	Skylar Tolbert	Phone: 801-520-9127
Address, City, State, Zip:	978 Woodoak Lane Salt Lake City, UT 84117	Email: skylart@ivorydevelopment.com
Engineer or Surveyor Information		
Company:	REGION ENGINEERING & SURVEYING	Contact: SHAWN HERRING
Address, City, State, Zip:	1776 N STATE ST #110 OREM, UT 84057	
Telephone:	801-376-2245	Fax:
		Email: SHERRING@REGIONDESIGNLLC.COM
Developer Information		
Name:	Ivory Development	Phone: 801-520-9127
Address, City, State, Zip:	978 Woodoak Lane Salt Lake City, UT 84117	Email: skylart@ivorydevelopment.com
Office Use Only		
Taken By:	Received Date:	Fee and Date Paid:
File #:	Review Date:	Meeting Date Assigned:



## **Annexation Petition Requirements**

### **Submission Requirements:**

- ☐ Completed Annexation Petition application Form
- ☐ Annexation Plat
- ☐ Application and processing fees, as specified in the current Santaquin City fee schedule
- ☐ Property owner information sheets with signatures
- ☐ Supporting materials, as applicable (e.g. Conceptual development plans, etc.)

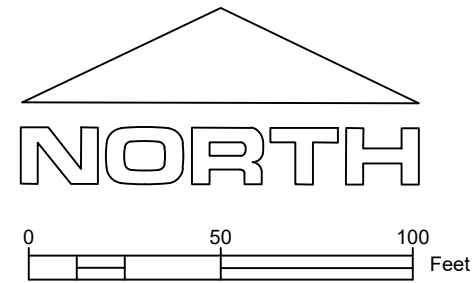
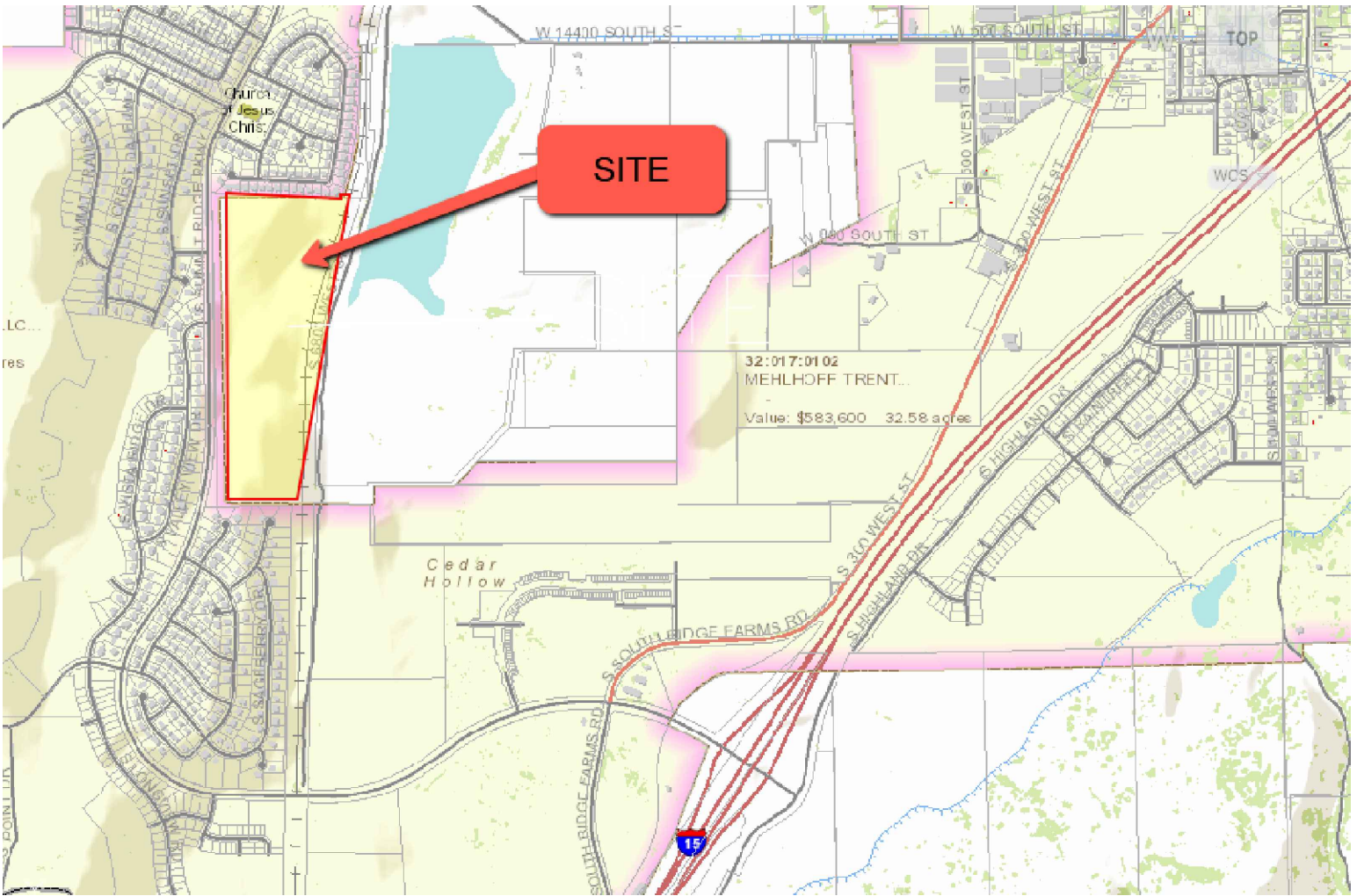
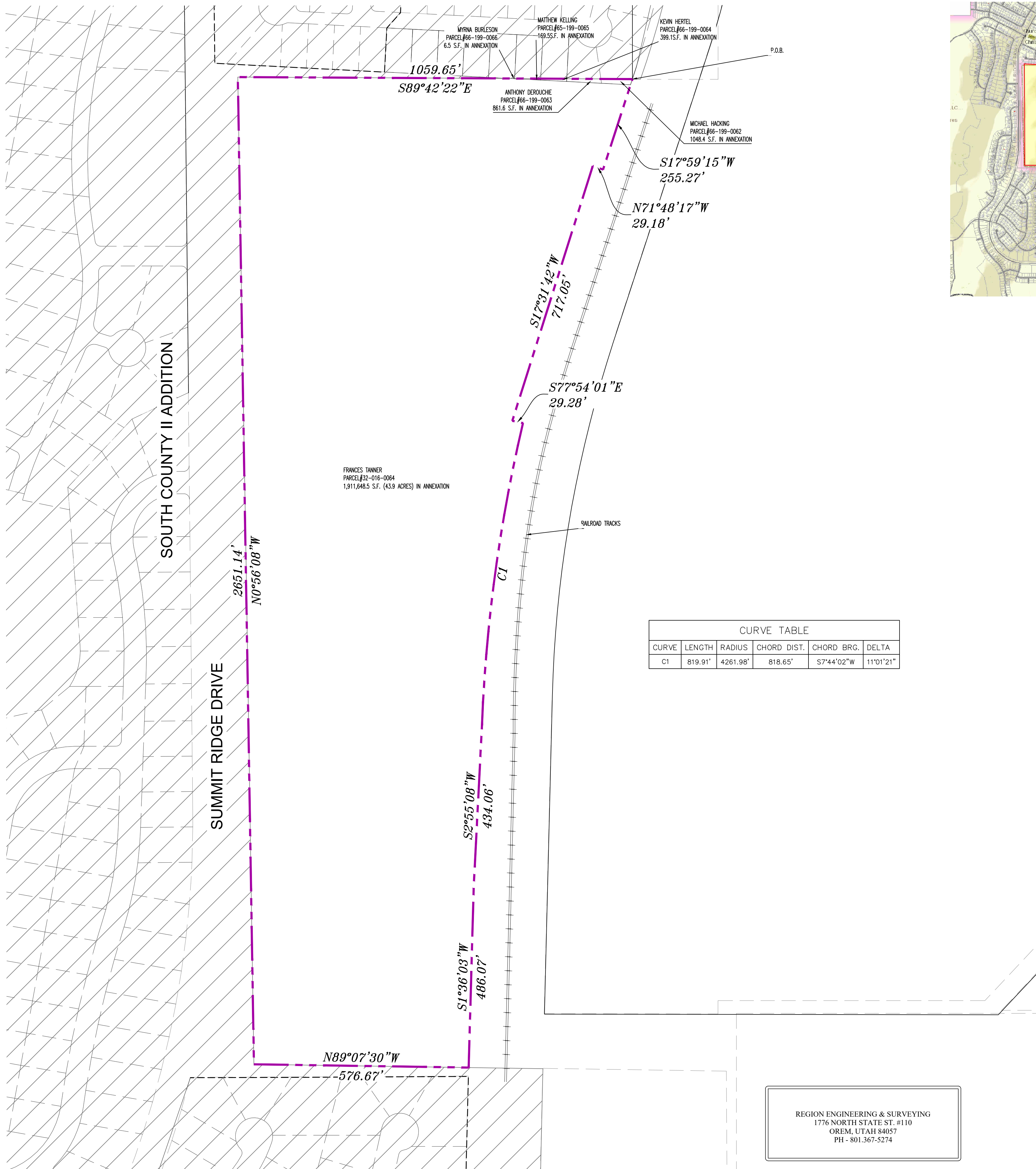
### **Notes:**

- All of the above elements must be included with application and submitted prior to city review or scheduling of proposal on review body agendas.
- State law requires any annexation petition must be submitted to the respective County for review on the same day it is submitted to Santaquin City.
- Failure to meet the requirements of this checklist may cause delay in scheduling and review.



Annexation Petition - Property Owner Information				
Name:	<u>Lukas Ridd</u>		Phone Number:	<u>936-522-7420</u>
Address:	<u>978 E Woodlake Ln</u>	<u>Murray</u>	<u>UT</u>	<u>84117</u>
	(City)	(State)	(Zip)	
Signature:	<u>[Signature]</u>		Parcel ID#s	<u>32-016-0064</u>
Name:			Phone Number:	
Address:			(City)	(State) (Zip)
Signature:			Parcel ID#s	
Name:			Phone Number:	
Address:			(City)	(State) (Zip)
Signature:			Parcel ID#s	
Name:			Phone Number:	
Address:			(City)	(State) (Zip)
Signature:			Parcel ID#s	
Name:			Phone Number:	
Address:			(City)	(State) (Zip)
Signature:			Parcel ID#s	
Name:			Phone Number:	
Address:			(City)	(State) (Zip)
Signature:			Parcel ID#s	





REGION ENGINEERING & SURVEYING  
1776 NORTH STATE ST. #110  
OREM, UTAH 84057  
PH - 801.367-5274

Surveyor's Certificate

I, Robbin J. Mullen, a Professional Land Surveyor holding certificate #368356 in accordance with Title 58, of the Professional Engineers and Land Surveyors Licensing act, certify that this is a true and accurate map of the tract of land to be annexed to Santiquin, Utah County, Utah.

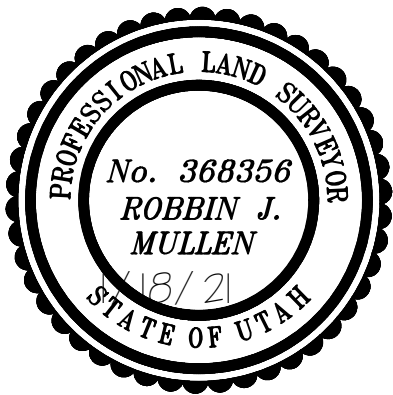
Boundary Description

A PARCEL OF LAND LOCATED IN THE BEGINNING AT A POINT THAT IS N.89°55'22"W. ALONG THE SECTION LINE 229.91' AND SOUTH 1319.46' FROM THE NORTH ¼ CORNER OF SECTION 10, TOWNSHIP 10 SOUTH, RANGE 1 EAST; SALT LAKE BASE & MERIDIAN;

THENCE ALONG THE RAILROAD FENCE LINE THE FOLLOWING 7 COURSES:S.17°59'15"W. 225.27'; THENCE N.71°48'17"W. 29.18'; THENCE S.17°31'42"W. 717.048'; THENCE S.77°54'1"E. 29.277'; THENCE ALONG A CURVE TO THE LEFT, HAVING A RADIUS OF 4261.979 A DELTA ANGLE OF 11° 01' 21", AND WHOSE LONG CHORD BEARS S.7°44'2"W. 818.650'; THENCE S.2°55'8"W. 434.064'; THENCE S.1°36'3"W. 486.07'; THENCE ALONG THE SOUTH COUNTY II ADDITION ANNEXATION THE FOLLOWING 3 COURSES: N.89°07'30"W. 576.67'; THENCE N.0°56'08"W. 2651.14'; THENCE S.89°42'22"E. 1059.65' TO THE POINT OF BEGINNING.

SAID DESCRIBED PARCEL CONTAINS 1913558.5 SQUARE FEET (43.9 ACRES), MORE OR LESS.

BASIS OF BEARING N ¼ TO THE NW CORNER OF SAID SECTION, BEARING S.89°55'22"W. 2629.39'



January 18, 2021

Date

Surveyor

Acceptance by Legislative Body

THIS IS TO CERTIFY THAT WE, THE UNDERSIGNED SANTIQUIN CITY COUNCIL, HAVE RECEIVED A PETITION SIGNED BY A MAJORITY OF THE OWNERS OF THE TRACT SHOWN HEREON REQUESTING THAT SAID TRACT BE ANNEXED TO SANTIQUIN CITY AND THAT A COPY OF THE ORDINANCE HAS BEEN PREPARED FOR FILING HEREWITH ALL IN ACCORDANCE WITH THE UTAH STATE CODE 10-2-403 AS REVISED AND THAT WE HAVE EXAMINED AND DO HEREBY APPROVE AND ACCEPT THE ANNEXATION OF THE TRACT AS SHOWN AS A PART OF SAID CITY AND THAT SAID TRACT OF LAND IS TO BE KNOWN AS THE TANNER ANNEXATION

DATED THIS \_\_\_\_ DAY OF \_\_\_\_ 2021

Attest: \_\_\_\_\_

FINAL LOCAL ENTITY PLAT

Plat created April, 2021

TANNER ANNEXATION

SANTIQUIN, UTAH County, Utah

Scale: 1" = 150 Feet

UTAH County Surveyor

Approved this \_\_\_\_ day of \_\_\_\_ 2020  
as a Final Local Entity Plat by the Utah County Surveyor.

Utahm

County Surveyor

UTAH County Recorder

State of Utah, County of Utah, recorded and filed at the request of

Date \_\_\_\_ Time \_\_\_\_ Book \_\_\_\_ Page \_\_\_\_

\$ \_\_\_\_  
Fee Utah County Recorder

# **NOTICE**

## **Santaquin City Council**

### **2022 Meeting Schedule**

City Council Meetings and Work Session will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays in the Santaquin City Offices, 275 West Main Street in the Court Room/Council Chambers (2<sup>nd</sup> Floor).

The Work Sessions will begin at 5:30 pm.

The Regular Council Meetings will begin at 7:00 pm.

Special Meetings being called as deemed necessary.

Published/noticed

Payson Chronicle

Zions Bank

City Center

Post Office

# Santaquin City Council Assignments

## 2022

### Mayor Dan Olson:

- Regional Planning Committee – (MAG)
- Council of Governments (COG)
- South County Mayors
- Summit Creek Irrigation Board
- City Administration
- CUP with Engineering
- Flood Control and Debris Basins
- Water:
  - SUVMWA
  - Mt Nebo Water Agency
- Bicycle Parks

### Council Member Lynn Mecham:

- Community Services Department
- RAP tax board member
- Events Liaison
- (Alternate) Liaison to City Administration (e.g. hiring panels, etc.)
- Payson-Santaquin Area Chamber of Commerce

### Council Member Betsy Montoya:

- Historic Preservation Board
- Imagine Santaquin (Master Plan)
- Youth City Council Representative
- Library Board
- Museum Liaison
- Seniors Liaison

### Council Member Dave Hathaway:

- Water – Co-Board Member (SUVMWA & Mt. Nebo)
- Liaison to Police Department
- Community Services Board Member
- Liaison with the Rodeo

### Council Member Art Adcock:

- Liaison to Fire Department
- Emergency Preparedness Committee
- Liaison to Public Works & Engineering Departments
- Liaison with CUP
- Liaison with the American Legion

### Council Member Jeff Siddoway

- Planning Commission Representative
- Liaison for City Communications (PIO)
- ULCT Legislative Policy Committee
- Flood Control and Debris Basins Liaison
- Sports Liaison
- Liaison with Low income, weather securing and updating older homes

# Description of Responsibilities

## Regional Boards & Decision-Making Bodies:

### Regional Planning Committee (MAG) – 1<sup>st</sup> Thursday Evening of the Month – Provo – 5:30pm

The Mountainland Metropolitan Planning Organization (MPO) serves the transportation stakeholders in urban Utah County. The MPO works with the municipalities, the county, the Utah Department of Transportation, the Utah Transit Authority, Federal Highway and Transit Administrations, and the other MPOs of the state to create a dialogue, collaboration, and consensus about the important land use and transportation decisions before us. Our boards and committees are made up of elected officials, technical staff, and community members.

As the Mayor, and/or City Councilmember assigned to represent Santaquin City on MAG's MPO, it is expected that you will study the regional transportation issues facing Utah County (as presented in your board meeting packet) and attend the meeting prepared to represent the best interests of Santaquin City, south Utah County cities, and Utah County in general.

### Council of Governments (COG) – 1<sup>st</sup> Thursday Evening of the Month – Provo – 6:30PM

Utah County Council of Governments (COG) has, as its members, the three Utah County Commissioners, plus the Mayors of each of the cities and towns in Utah County. COG is a regional governing and coordinating body.

COG meetings consist of agenda items that include, but are not limited to city and county announcements, updates, concerns, and/or issues. Examples include Book Mobile, Animal Control, Emergency 911 Communications, Wildfire Suppression and Prevention, At-Risk Youth Programs, etc.

As the Mayor, and/or City Councilmember assigned to represent Santaquin City on COG, it is expected that you will study the issues facing Utah County (as presented in your board meeting packet) and attend the meeting prepared to represent the best interests of Santaquin City, south Utah County cities, and Utah County in general.

### South County Mayors – Meeting time and location varies

Over the years, much of the funding allocated to Utah County has benefited the northern most cities in Utah County. To strengthen the allocations such that they are beneficial throughout the entire county, the South County Mayors formed an informal group to discuss issues facing south county and rally support for those issues. Each mayor takes a turn to host these meetings for a full year before handing the reins over to another mayor. The host mayor works to find meeting dates and locations that work best for the entire group. Typically, they meet on a monthly basis (sometimes quarterly) on the 2<sup>nd</sup> Thursday evening of the month.

### Summit Creek Irrigation Board – Ad hoc/As-Needed basis (Annual Meeting in January)

Santaquin City owns approximately one-third of the shares of Summit Creek Irrigation Company (SCIC). As such, a board position has been created for the Mayor of Santaquin City to participate as a voting member on all board issues. In the event of the absence of the Mayor, the



Mayor Pro-Temp is authorized to vote on behalf of Santaquin City and Santaquin Water District shares.

This board has an annual meeting in January of each year. In addition, periodic meetings are held throughout the year as noticed by the SCIC President, Phil Rowley, and/or SCIC Secretary, Tod Rowley. Having a good understanding of water, water law, and local water issues is required to meet the expectations of this position.

Furthermore, both Santaquin City and SCIC are voting members of the Summit Creek Water Management Association, which also includes Utah County and Strawberry Highline Canal Company. The purpose of this secondary association is to deal with high water flows from canyon runoff.

SUVMWA – Meets Quarterly (Jan, Apr, Jul, Oct) – 2<sup>nd</sup> Wednesday of the month – 6pm – Spanish Fork City Hall

Santaquin City has a historic allocation of Utah Lake Drainage Basin Water Delivery System (ULS) Water contracted under the South Utah Valley Municipal Water Association (SUVMWA) as administered by a Central Utah Water Conservancy District (CUWCD) Contract. The purpose of this board and these meetings is to discuss and deal with water allocated by said contracts. The expectation for board membership and participation is to study the water issues facing this region and to come prepared to SUVMWA meetings. Those representing Santaquin City as voting members need to be approved by Resolution of the City.

Although the city council representative is a voting member of this board, any budget allocations for this agency from Santaquin City, must be approved the the Santaquin City Council.

Mt Nebo Water Agency – Meets Quarterly (Jan, Apr, Jul, Oct) – 2<sup>nd</sup> Monday of the month – 7:30am – Salem City Hall

The purposes of the Agency are to:

1. plan, design, develop, construct, own and/or sponsor Projects and related Facilities;
2. operate, administer, manage, repair and replace the same, as necessary;
3. facilitate the transfer and distribution of Agricultural Water and Municipal Water to its Members and to Non-Member Contracting Entities for delivery to their respective customers, shareholders, and contracting parties;
4. enjoy economies of scale and other benefits made possible through the joint and cooperative action of the Members; and
5. prepare, update, and implement an Agricultural Water preservation plan for agricultural areas in the Agency Service Area.
6. plan for future water supplies within the Agency Service Area, or any additional area served by the Agency through agreements entered under the Act;
7. provide a forum in which water use, management, and conservation affecting Member Agencies can be coordinated within the Utah Lake-Jordan River Basin; and,
8. prepare, update, and implement an Agricultural Water preservation plan for agricultural areas in the Agency Service Area.

The expectation for board membership and participation is to study the water issues facing this region and to come prepared to Mt. Nebo Water Agency meetings. Those representing Santaquin City as voting members need to be approved by Resolution of the City.

Although the city council representative is a voting member of this board, any budget allocations for this agency from Santaquin City, must be approved the the Santaquin City Council.

Payson-Santaquin Area Chamber of Commerce – 3<sup>rd</sup> Tuesday of each month – Chamber Office (Main Street Payson) – 8am

The Mission of the Payson & Santaquin Area Chamber of Commerce is to raise business awareness, strengthen business relationships, and help drive the local economy by offering effective opportunities and events to local businesses. Jason Bond, Community Development Director, is a voting member on the Chamber Board representing Santaquin City. However, additional support and participation on the board by the Councilmember assigned to the Payson-Santaquin Area Chamber of Commerce is highly desired. In addition to board meetings, the council representative will also participate in Chamber Events (e.g. Ground breakings, ribbon cuttings, farmers markets, shop-local initiative and civic events.).

ULCT Legislative Policy Committee – Meets Mondays at Noon at the Capitol (Senate Building) through the Legislative Session (Also on Zoom/YouTube) – Meets monthly on Mondays at noon throughout the remainder of the year (locations vary but often meets at the ULGT Offices).

The Legislative Policy Committee (LPC) provides the general legislative policy guidance to Utah League of Cities and Towns (ULCT-League) staff. Every city and town can elect three voting members from their mayor, council members, or senior staff (or four, if that city is also represented on the ULCT board). The LPC meets weekly during the legislative session on Capitol Hill to evaluate bills and work with the League's Board of Directors and staff to determine official ULCT positions on legislation. The LPC takes positions on legislation by a 60% consensus vote.

In addition to legislative advocacy and being a conduit of information from the ULCT to and from the Mayor and City Council, an additional responsibility will be to develop positive working relationships with our state legislators throughout the year, so that when called upon during urgent legislative considerations, a well-developed relationship/friendship already exists.



## Santaquin City Boards & Committees:

### Planning Commission Representative – Meets on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays – 7pm

As the Planning Commission Representative, your responsibility is to be a liaison to the Santaquin City Planning Commission. Your efforts will help to create a clear communication channel between the Mayor & Council with the Chair of the Planning Commission & its members, while recognizing and respecting that the Planning Commission is an independent body.

Most of the items considered by the Planning Commission will result in a recommendation to the City Council. However, there are items for which the Planning Commission is the city's designated land use authority with the ability to cast final approval. For those items, the appeal authority is the Santaquin City Council. As such, in order to preserve the due process rights of applicants, it is essential that the Planning Commission Representative respect the independence of the Planning Commission.

Furthermore, it is important to understand that the Planning Commission is not a political body with constituents like the City Council. Rather the Planning Commission is an appointed body which evaluates the merits of each application as it relates to the laws and ordinances of the State of Utah and of Santaquin City.

It is recommended that Planning Commission Representative attend or watch all Planning Commission Meeting, but refrains from making any comments, which could be interpreted as influencing the outcome of the Planning Commission decision-making. (See Santaquin City Code 2.04.010)

### Imagine Santaquin Committee (Master Plan) – Schedule varies – Mostly on Thursdays

The Imagine Santaquin initiative to update the Santaquin City General Plan is an outsourced endeavor (People Plus Place) loosely guided by an Executive Committee and larger community steering committee called the "Imagine Santaquin Committee". As the City Council liaison to the Imagine Santaquin initiative, you are a contributing member to both the Executive Committee and the larger "Imagine Santaquin Committee".

It is your role to help with the decision-making that will lead towards the development of a community-wide vision for the future of our community. This individual will also work to champion the effort to obtain final approval of the General Plan Update by the Planning Commission and City Council. Lastly, this individual will work to champion changes to Santaquin City Code that would support the new plan.

### Community Services Board Member – Meets Quarterly (Jan, Apr, Jul, Oct) – 3<sup>rd</sup> Thursday 7pm

As a voting member of the Community Services Board, you are working to enhance the effectiveness of the Community Services Functional Area by supporting its volunteers and city staff members, to enhance the sports, recreation, culture, heritage, and general welfare of the community. (See Santaquin City Code 2.22)

As the council member assigned to the Community Services Board, you are also a non-voting member of RAP Tax Committee (See <https://www.santaquin.org/comservices/page/rap-tax-program>)

RAP Tax Board Member – Meets twice a year – (June & July) – Dates TBD

As the City Councilmember assigned to the Community Services Board, you are also assigned as a non-voting member of the Recreation, Arts and Parks (RAP) Tax Committee with the expectation that you will be an active participant in the deliberation and prioritization of the use of sales tax dollars collected under the RAP Tax Program. Once the RAP Tax Committee establishes its recommended use of RAP Tax Funds, the City Council liaison will work to champion the final approval of said recommendations by the full body of the City Council. Please see Santaquin City Code 3.36.030 and <https://www.santaquin.org/comservices/page/rap-tax-program> or more information.

Library Board – Meets Quarterly (Jan, Apr, Jul, Oct) – 2<sup>nd</sup> Wednesday of the month – 6pm

In general, the library board has a role in determining the mission of the library, recommending policy that governs the library, and making recommendations to the City Council regarding the budgetary needs of the library. The City Councilmember assigned to the Library Board is a voting member of that board with all of the participating rights of other board members. While the Library Board is a recommending body, the City Councilmember assigned to the Library Board is entrusted with the responsibility of advocating policy considerations and budgetary allocation in support of the Library with their fellow City Councilmembers. The responsibility of the Library Board can be found in Santaquin City Code 2.20.

Historic Preservation Board – Meets Quarterly (Jan, Apr, Jul, Oct) – 2<sup>nd</sup> Thursday of the month – 7pm

Santaquin City recognizes that the historical heritage of the community is among its most valued and important assets. It is therefore the intent of Santaquin City to identify, preserve, protect and enhance historic buildings, structures, sites, objects, and districts lying within the city limits of Santaquin City. The City Councilmember assigned to the Historic Preservation Board is a voting member of that board with all of the participating rights of other board members. While the Historic Preservation Board is a recommending body, the City Councilmember assigned to the Historic Preservation Board is entrusted with the responsibility of advocating policy considerations and budgetary allocation in support of the City's history with their fellow City Councilmembers. The responsibility of the Historic Preservation Board can be found in Santaquin City Code 2.36.

Youth City Council Representative – 2<sup>nd</sup> Monday of each month – 6pm – Service Activities vary

The Santaquin Local Youth City Council (YCC) is designed to involve youth in solving community problems. Young people learn to identify their needs, to organize activities and service for themselves, and to participate with their adult counterparts in city programs. As the City Councilmember assigned to oversee the YCC, your goals are to help the youth become more aware of community leaders and their concerns, identify community opportunities and problems that involve youth, set priorities for action, examine alternatives for best solutions, assist the City Council in action programs and service activities, and become more involved in the democratic process. In addition to community/civic service the City Councilmember assigned to the YCC will attend the Local Officials Day at the Utah State Legislature with the YCC and provide a tremendous educational opportunity for the YCC Members. Lastly, the City Councilmember assigned will work with city staff to administer the Santaquin YCC Scholarship Program.

### Emergency Preparedness Committee – Meeting Times TBD

The purpose of the Emergency Preparedness Committee is to enhance community preparedness and to establish plans, communications channels, and roll out training programs well in advance of any catastrophic event. The City Councilmember assigned to the Emergency Preparedness Committee works with the City's professionals (e.g. City's Emergency Manager, Chris Lindquist, Fire Chief, Ryan Lind, and Police Chief, Rodney Hurst) to better understand the preparedness needs of the community and works to champion policy changes and budgetary prioritization to meet those needs. Lastly, it is highly recommended that the City Councilmember assigned complete the National Incident Management System (NIMS) Online Training Courses ICS-100, ICS-200, ICS-700, ICS-800 and In-person Training Courses ICS-300 & ICS-400, and encourages the same from his/her fellow council members.

It is important to note that during an actual emergency, the role of the city council liaison will not involve operational directives which is the responsibility of the City's first responders along with partnering agencies. However, the city council liaison will work to champion the city council's approval of policy declarations or budget allocations in support of the city's emergency response.

## Department Liaisons:

All city departments function under the direction of the Mayor, or designee (e.g. City Manager, Functional Area Directors, Department Supervisors, etc.). However, City Council liaisons work to better understand the needs and issues facing each department, work to better understand the budgetary constraints of each department, and work to become advocates for those departments when it comes to City Council responsibilities (e.g. Policy and Budget). City Council liaisons offer guidance and support to the Mayor, or designees, as needed. For operational directives, city staff should look to their chain of command thru their supervisors, directors, managers and eventually to the Mayor, for their day-to-day efforts.

### Administration Functional Area:

- Utility Billing Liaison
- Treasurer's Office Liaison
- Recorder's Office Liaison
- Cemetery Records Liaison
- Justice Court Liaison
- Legislative Department
- Legal – (Outsourced)
- Auditor – (Outsourced)
- Information Technology – (Outsourced)
- (Communications Liaison (PIO) – NEW)

### Community Services Functional Area:

- Sports Department Liaison
- Events Department Liaison
- Museum Department Liaison
- Seniors Department Liaison
- Library Department Liaison

### Public Safety Functional Area:

- Police Department Liaison
- Fire Department Liaison
- Emergency Management Liaison

### Community Development Functional Area:

- Planning & Zoning Department Liaison
- Building Inspection Liaison
- Engineering & GIS Department Liaison

### Public Works Functional Area:

- Culinary Water Department Liaison
- Irrigation Water Department Liaison
- Sewer Department Liaison
- Storm Drainage Department Liaison
- Streets Department Liaison
- Parks Department Liaison
- Government Buildings (Facilities) Department Liaison
- Cemetery Department Liaison
- Solid Waste Department Liaison

### Project Oversight/Liaisons:

- Bicycle Parks – See Mayor Olson
- Flood Control and Debris Basin Project Liaison – See Norm Beagley, ACM – Ad hoc meetings
- CUP Project Liaison – See Norm Beagley, ACM – Ad hoc, As-Needed Meetings

# **RESOLUTION No. 01-01-2022**

## **A RESOLUTION APPROVING MODIFYING AND DESIGNATING SANTAQUIN CITY'S REPRESENTATION ON THE MT. NEBO WATER AGENCY**

**WHEREAS**, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing essential utility services such as water to its residents; and

**WHEREAS**, the City of Santaquin joined the Mt. Nebo Water Agency to assist in its responsibilities; and

**WHEREAS**, to provide governance to the Mt. Nebo Water Agency each agency appoints a representative to participate; and

**WHEREAS**, due to changes to our elected leadership due to the past election, a change is needed to Santaquin City's designated representation to the Mt. Nebo Water Agency;

**NOW THEREFORE**, be it resolved by the City Council of Santaquin City to accept Mayor Olson's appointment of himself, Mayor Daniel M. Olson, as the voting representative with Council Member David Hathaway as the 1<sup>st</sup> alternate representative (voting in the absence of Mayor Olson) and Council Member Lynn Mecham as the 2<sup>nd</sup> alternate representative (voting in the absence of Mayor Olson and Council Member Hathaway) of the Mt. Nebo Water Agency.

**ADOPTED AND PASSED** by the City Council of Santaquin City, Utah, this 4th day of January 2022.

**SANTAQUIN CITY**

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Daniel M. Olson, Mayor

Attest:

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K. Aaron Shirley, Recorder

# RESOLUTION No. 01-02-2022

## A RESOLUTION APPROVING MODIFYING AND DESIGNATING SANTAQUIN CITY'S REPRESENTATION ON THE BOARD OF THE SOUTH UTAH VALLEY MUNICIPAL WATER ASSOCIATION (SUVWMA)

**WHEREAS**, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing essential utility services such as water to its residents; and

**WHEREAS**, the City of Santaquin entered into a contract for ULS Water with the Central Utah Water Conservancy District under the Central Utah Project via SUVWMA to assist in its responsibilities; and

**WHEREAS**, to provide governance to SUVWMA each agency appoints a representative to participate; and

**WHEREAS**, due to changes to our elected leadership due to the past election, a change is needed to Santaquin City's designated representation to the SUVWMA Board;

**NOW THEREFORE**, be it resolved by the City Council of Santaquin City to accept Mayor Olson's appointment of himself, Mayor Daniel M. Olson, as representative with Council Member David Hathaway as the 1<sup>st</sup> alternate representative (participating in the absence of Mayor Olson) and Council Member Lynn Mecham as the 2<sup>nd</sup> alternate representative (participating in the absence of Mayor Olson and Council Member Hathaway) of the SUVWMA Board.

**ADOPTED AND PASSED** by the City Council of Santaquin City, Utah, this 4th day of January 2022.

**SANTAQUIN CITY**

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Daniel M. Olson, Mayor

Attest:

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K. Aaron Shirley, Recorder

# RESOLUTION NO. 01-03-2022

## A RESOLUTION AMENDING THE SANTAQUIN CITY UNIFORM FINE SCHEDULE FOR FINES APPLICABLE TO CRIMINAL VIOLATIONS OF VARIOUS SANTAQUIN CITY ORDINANCES

**WHEREAS**, the City of Santaquin is a fourth class city of the state of Utah; and

**WHEREAS**, Utah cities are authorized by the Legislature to enact ordinances in order to promote and protect the health, safety and welfare of the people; and

**WHEREAS**, on July 18, 2012, the City Council adopted Ordinance No. 07-01-2012, establishing a schedule for fines applicable to criminal violations of various Santaquin City ordinances, and providing for future amendment of said schedule by resolution; and

**WHEREAS**, the City Council now desires to amend the Santaquin City Uniform Fine Schedule to reflect recent amendments to the city's codes.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTAQUIN, UTAH, AS FOLLOWS:**

- I. The Uniform Fine Schedule is hereby amended as follows:  
(Stricken text is deleted, underlined text is added)

Code	Description	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3+ Offenses
6.08.020-A	OHV <del>Undesignated Street Travel on</del> <u>Public Streets</u>	\$50 (IN)	\$100 (IN)	\$200 (IN)
6.080.020. <del>B</del> <u>1</u>	OHV Causing an Annoyance	\$50 (IN)	\$100 (IN)	\$200 (IN)
6.080. <del>0300</del> <u>020.4</u>	OHV Speeding	16+ MPH - \$50 (IN)		
6.080.020. <del>C</del> <u>030</u>	OHV Trespass	\$50 (IN)	\$100 (IN)	\$200 (IN)
<del>6.080.090</del>	<del>Improper Riding Area</del>	<del>\$50 (IN)</del>	<del>\$100 (IN)</del>	<del>\$200 (IN)</del>
6.080. <del>400</del> <u>090</u>	Riding OHV After Dark	\$50 (IN)		
10.64.090	Location of Animal Structure ( <del>at Residence</del> ) ( <del>at Property other than Residence</del> )	\$250 (IN) \$50/day	\$500 (IN) \$50/day	\$750(IN) \$50/day
10.64.100	Fencing of Animals ( <del>at Residence</del> ) ( <del>at Property other than Residence</del> )	\$250 (IN) \$50/day	\$500 (IN) \$50/day	\$750(IN) \$50/day



II. Effective Date. This resolution shall become effective upon passage.

APPROVED on the 4<sup>th</sup> day of January 2022.

**SANTAQUIN CITY**

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Daniel M. Olson, Mayor

Attest:

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K. Aaron Shirley  
Santaquin City Recorder

# **RESOLUTION No. 01-04-2022**

## **A RESOLUTION APPROVING THE SURPLUS OF REAL PROPERTY**

**WHEREAS**, the City of Santaquin accepted the dedication of real property in anticipation of the future road configuration of a proposed development, however said development was reconfigured to support the construction of Apple Valley Elementary School; and

**WHEREAS**, with the reconfiguration of the proposed development, an unneeded remnant parcel was left in the city's name (Utah County Parcel ID. 29:042:0048 - .016824 acres – Just North of Apple Valley Elementary School); and

**WHEREAS**, the City's has no need for the property;

**NOW, THEREFORE, BE IT RESOLVED BY THE SANTAQUIN CITY COUNCIL**, to authorize the surplus and disposition of Parcel ID. 29:042:0048 - 0.016824 acres – (Just North of Apple Valley Elementary School – See Exhibit A).

**APPROVED and ADOPTED** by the Santaquin City Council this the 4<sup>th</sup> day of January 2022.

**SANTAQUIN CITY**

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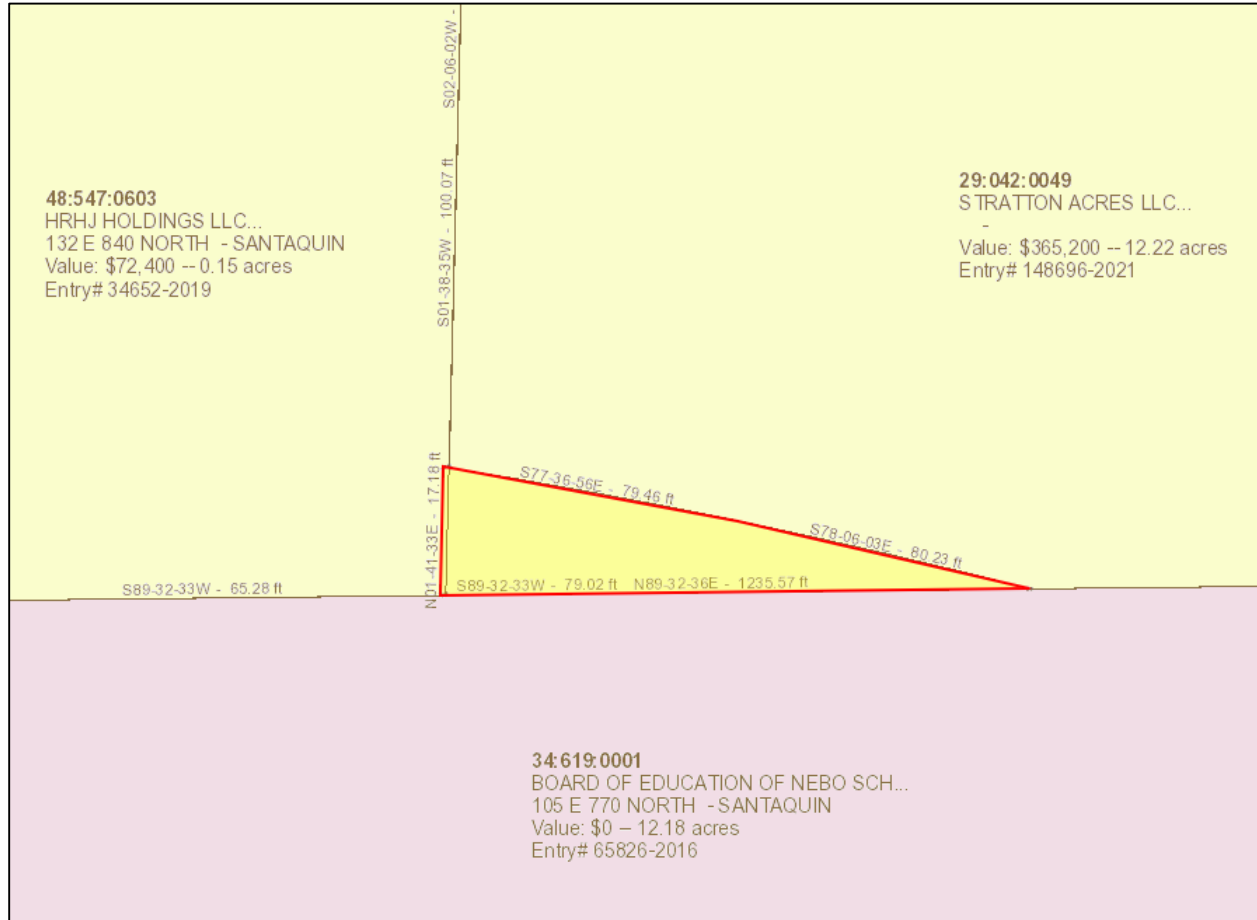
Daniel M. Olson, Mayor

Attest:

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K. Aaron Shirley, City Recorder

**EXHIBIT A:**  
**Parcel 29:042:0048**  
**0.016824 Acres**





## MEMORANDUM

To: Santaquin City Mayor & Council  
From: Benjamin A. Reeves, Santaquin City Manager  
Date: January 4, 2022  
Subject: Vaccine Mandate Policy

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On November 5, 2021, the Federal Government, via the Occupational Safety and Health Administration (OSHA), issued CFR 1910.501, which requires that all employers with 100 employees or more, (such as Santaquin City), enact a policy mandating the COVID-19 vaccine for its employees. Initially, this order was granted a stay by the 5<sup>th</sup> U.S. Circuit Court of Appeals. However, on December 17, 2021, the 6<sup>th</sup> U.S. Circuit Court of Appeals, after taking over the case having won a multi-circuit lottery, lifted the 5<sup>th</sup> U.S. Circuit Court of Appeal's stay on the OSHA order. As such, OSHA's initial directive, which was slated for implantation on December 6, 2021, is now required to be implemented by January 10, 2022. This is now the law of the land unless acted upon by either the Judicial or Legislative branches of government.

The U.S. Supreme Court is scheduled to hear arguments on the matter on January 7, 2022, and may, or may not issue a ruling on all or a portion of those arguments during the following week. However, it is very likely that the U.S. Supreme Court may not act prior to the January 10<sup>th</sup> deadline established by OSHA.

As such, it is prudent for Santaquin City, and other cities and businesses with more than 100 employees, to consider the passage of a mandate prior to January 10<sup>th</sup> that would satisfy the OSHA requirement and to consider all of the impacts of enacting such a mandate. Santaquin City has prepared the language of a proposed mandate which is "conditional" upon the anticipated ruling of the U.S. Supreme Court (attached). This is before you for your consideration.

It is important to note that the fines for not complying with the OSHA directive are very steep.

*"The Occupational Safety and Health Act of 1970, inflation-adjusted for 2021, determines a maximum penalty for repeated and willful violations of OSHA rules at \$136,532, with a minimum penalty of \$9,753. The legislation sets a maximum penalty of \$13,653 for any single serious violation, and a further penalty of not more than \$13,563 per day for failure to abate the violation (though the maximum penalty for this abatement failure is capped at 30 times the daily penalty)...However, the recently proposed Build Back Better reconciliation bill would increase penalties for breaches of these OSHA regulations by 10 times their previous values..."<sup>(1)</sup>*

(1) <https://theeconomicstandard.com/penalties-for-violating-oshas-proposed-vaccine-mandate/>

We recommend that the City Council hold a healthy discussion regarding the benefits and risks, and the pros and cons, of the proposed mandate, with the following options to be considered:

**Recommended Motion: (Option 1 – Approve the Vaccine Mandate):**

Motion to approve Resolution 01-05-2022, A Resolution Approving the Santaquin City COVID-19 Vaccination Mandate in Accordance with CFR 1910.501.

--OR--

**Recommended Motion: (Option 2 – Approve the Vaccine Mandate with Modifications)**

Motion to approve Resolution 01-05-2022, A Resolution Approving the Santaquin City COVID-19 Vaccination Mandate in Accordance with CFR 1910.501, with the following modifications:

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--OR--

**Recommended Motion: (Option 3 – Deny the Vaccine Mandate)**

Motion to deny Resolution 01-05-2022, A Resolution Approving the Santaquin City COVID-19 Vaccination Mandate in Accordance with CFR 1910.501.

(1) <https://theeconomicstandard.com/penalties-for-violating-oshas-proposed-vaccine-mandate/>

# RESOLUTION NO. 01-05-2022

## A RESOLUTION APPROVING THE SANTAQUIN CITY COVID-19 VACCINATION MANDATE IN ACCORDANCE WITH CFR 1910.501.

**WHEREAS**, on November 5, 2021, the U.S. Department of Labor enacted an Emergency Temporary Standard (ETS) requiring all employers having more than 100 employees to adopt a written policy mandating that employees be vaccinated against the COVID-19 virus (See CFR 1910.501); and

**WHEREAS**, Santaquin City has at least 100 employees and is subject to the ETS until otherwise determined; and

**WHEREAS**, Santaquin City has prepared a written policy with procedures in accordance with the above referenced ETS, which policy requires employees to choose to be fully vaccinated or undergo additional regular testing and safety precautions as outlined in the ETS; and

**WHEREAS**, the drafted policy will only be in effect so long as the ETS remains in effect and is considered to meet the minimum requirements necessary to comply with the ETS.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTAQUIN, UTAH, AS FOLLOWS:**

1. The Santaquin City Mandatory Vaccination Policy, which is attached hereto as Exhibit A, is hereby adopted and shall be in effect so long as the Department of Labor Emergency Temporary Standards, as adopted on November 5, 2021 and found in CFR 1910.501, are in effect or until the city is not otherwise mandated to enforce such.
2. Effective Date. This resolution shall become effective upon passage.

APPROVED on the 4<sup>th</sup> day of January 2022.

**SANTAQUIN CITY**

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Daniel M. Olson, Mayor

Attest:

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K. Aaron Shirley  
Santaquin City Recorder



## Mandatory Vaccination Policy

### Purpose:

This policy is adopted for compliance with OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501), effective November 5, 2021 (hereafter referred to as "ETS").

### Scope:

This Mandatory COVID-19 Vaccination Policy applies to all employees of Santaquin City, except for employees who do not report to a workplace where other individuals (such as coworkers or customers) are present; employees while working from home; and employees who work exclusively outdoors as provided in the ETS.

Where applicable, employees must comply with the regulations in this policy so long as the ETS on COVID-19 related vaccination and testing is in effect. Employees not in compliance with this policy will be subject to disciplinary actions contained herein or as otherwise outlined in the Santaquin City Personnel Handbook.

Employees may request an exception from this mandatory vaccination policy if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated and/or wear a face covering (as otherwise required by this policy) because of a disability, or if the provisions in this policy for vaccination, and/or testing for COVID-19, and/or wearing a face covering conflict with a sincerely held religious belief, practice, or observance. Requests for exceptions and reasonable accommodations must be initiated by the employee through the Human Resource Department. All such requests will be handled in accordance with applicable laws and regulations and the city's personnel policies.

### Procedures:

#### Overview and General Information

All Santaquin City employees must choose to be either fully vaccinated against COVID-19 or provide proof of regular testing for COVID-19 and wear a face covering in accordance with the adopted CFR 1910.501. Employees must either be fully vaccinated or have instituted those precautions allowed under this policy no later than February 9, 2022 (See. CFR 1910.501(m)).

To be fully vaccinated, an employee must:

- Obtain the first dose of a two-dose vaccine no later than January 12, 2022; and the second dose no later than February 9, 2022; or
- Obtain one dose of a single dose vaccine no later than February 9, 2022.

Employees will be considered fully vaccinated two weeks after receiving the requisite number of doses of a COVID-19 vaccine. An employee will be considered partially vaccinated if they have received only one dose of a two-dose vaccine (see CFR 1910.501(c)). Proof of vaccination status shall be provided to the Human Resources Department as outlined below.

### **Vaccination Status and Acceptable Forms of Proof of Vaccination**

29 CFR 1910.501(e) mandates that the city determine the vaccination status of each city employee and employees must provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status can be submitted to the Human Resources Department or via email to shoffman@santaquin.org.

Acceptable Proof of Vaccination status, as provided in the ETS, is:

1. The record of immunization from a healthcare provider or pharmacy;
2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination(s);
4. A copy of immunization records from a public health, state, or tribal immunization information system; or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) administering the vaccine(s).

If an employee is unable to produce one of these acceptable forms of proof of vaccination, despite attempts to do so (e.g., by trying to contact the vaccine administrator or state health department), the employee can provide a signed and dated statement attesting to their vaccination status on a form provided by the city's Human Resource Department.

All employees shall submit documentation of their vaccination status to the Human Resources Department by January 10, 2022. Presenting a false form of proof of vaccination constitutes grounds for immediate termination of employment. This includes proof of full vaccination, proof of partial vaccination, or statement that the employee is unvaccinated.

### **Supporting COVID-19 Vaccination (See CFR 1910.501(f))**

For those employees who have not completed the vaccination process, the city will allow them to take up to four hours of duty time per dose to travel to a vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of paid duty time for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of duty time will be granted. Employees who take longer than four hours to get the vaccine must send their supervisor an email documenting the reason for the additional time. Any additional time requested will be granted, if reasonable, but will not be paid; in that situation, the employee can elect to use accrued leave, e.g., sick leave, to cover the additional time. If an employee is vaccinated outside of their approved duty time they will not be compensated.

Employees may utilize up to two workdays of sick leave immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working. Employees who have no sick leave will be granted up to two days of additional sick leave immediately following each dose if necessary.



Employees should provide advance notice to their supervisors before receiving a dose. Use of sick leave under this part shall be done in compliance with the city's personnel handbook policies.

### **Employee Notification of COVID-19**

Employees will promptly notify their supervisor when they have tested positive for COVID-19 or have been diagnosed with COVID-19 by a licensed healthcare provider.

Employees who test positive or are diagnosed with COVID-19 must utilize their accrued sick leave for any time off from work, in accordance with the city's use of leave policies.

### **Removal from Workplace**

Employees who test positive or are diagnosed as having COVID-19 will not be allowed into the workplace until they can meet the criteria to return to work (See CFR 1910.501(h)). Assignments may be made to work from home, outdoors, in isolation, or in temporary reassignments of duties until the employee meets the criteria to return to normal work duties.

### **Return to Work Criteria**

Employees may return to work if they receive a negative result on a COVID-19 nucleic acid amplification test (NAAT) following a positive result on a COVID-19 antigen test if the employee chooses to seek a NAAT test for confirmatory testing; meets the return to work criteria in CDC's "Isolation Guidance" outlined below; or receives a recommendation to return to work from a licensed healthcare provider (See CFR 1910.501(h)).

CDC's "Isolation Guidance," asymptomatic employees may return to work once 10 days have passed since the positive test, and symptomatic employees may return to work after all the following are true:

- At least 10 days have passed since symptoms first appeared, and
- At least 24 hours have passed with no fever without fever-reducing medication, and
- Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).

If an employee has severe COVID-19 or an immune disease, Santaquin City will follow the guidance of a licensed healthcare provider regarding return to work.

### **COVID-19 Testing for Non-Vaccinated or Exempt Employees**

If an employee covered by this policy is not fully vaccinated, the employee will be required to comply with this policy for testing.

Employees who report to the workplace at least once every seven days:

- (A) must be tested for COVID-19 at least once every seven days; and
- (B) must provide documentation of the most recent COVID-19 test result to their supervisor no later than the seventh day following the date on which the employee last provided a test result.

Any employee who does not report to the workplace during a period of seven or more days (e.g., if they were teleworking for two weeks prior to reporting to the workplace):

(A) must be tested for COVID-19 within seven days prior to returning to the workplace; and

(B) must provide documentation of that test result to their supervisor upon return to the workplace.

If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be considered positive for COVID-19 and removed from the workplace until they provide a COVID-19 test result.

Employees who have received a positive COVID-19 test or have been diagnosed with COVID-19 by a licensed healthcare provider, are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis.

The city will provide tests for employees in the Public Safety Building bays. Employees who are tested as part of their employment with another employer may submit the test results from the other employer to Santaquin City as documentation of testing.

### **Face Coverings (See CFR 1910.501(c) and (i))**

Employees who are not fully vaccinated must wear Face Coverings, as defined in the ETS, over the nose and mouth when indoors and when occupying a vehicle with another person for work purposes. Policies and procedures for face coverings will be implemented, along with the other provisions required by OSHA's COVID-19 Vaccination and Testing ETS, as part of a multi-layered infection control approach for unvaccinated workers.

The following are exceptions to Santaquin City's requirements for face coverings:

1. When an employee is alone in a room with floor to ceiling walls and a closed door.
2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
3. When an employee is wearing a respirator or Facemask as defined in the ETS.
4. Where Santaquin City has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee's mouth for reasons related to their job duties, when the work requires the use of the employee's uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).

### **New Hires:**

Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment. All new employees are required to comply with the requirements outlined in this policy prior to starting work and as a condition of employment.

### **Confidentiality and Privacy:**

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

### **Questions:**

Please direct any questions regarding this policy to Dennis Marker, Operations Manager, 801-754-1907.



## MEMORANDUM

To: Santaquin City Mayor & Council  
From: Benjamin A. Reeves, Santaquin City Manager  
Date: January 4, 2022  
Subject: City Recorder/Deputy Recorder Positions

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On December 15<sup>th</sup>, Santaquin City was notified by Deputy Recorder Kira Petersen that she was planning to resign her position effective January 28, 2022. Kira has been a wonderful employee and we wish her only the very best in her future endeavors.

As our returning City Council members may recall, when Susan Farnsworth resigned her City Recorder position in August 2019, (which was, at the time, a joint position shared with the fire department providing them administrative support), it was recommended that the city should seek a replacement candidate that could bring additional financial knowledge and experience to the city in lieu of the FD administrative support (which was to be maintained by Susan internally to the FD in her part-time capacity). The council approved this recommendation and hired a joint Finance Director/City Recorder (K. Aaron Shirley) with the anticipation that these two rolls would eventually split into two separate positions as the city continued to grow and as more office space became available.

However, with the resignation of Kira Petersen, and in recognition of the ever-growing workload on the shoulders of Aaron Shirley in his dual role, it is proposed that the City Council consider an early split of the Finance Director/City Recorder position at the present time. Instead of advertising for a Part-Time Deputy Recorder, the city would advertise for a Full-Time City Recorder that would be 100% focused on supporting the City Council, Planning Commission, Development Review Committee, elections and all other City Recorder related duties outlined in state statute, city code, and within the City Recorder job description.

Aaron Shirley would retain the title of Finance Director and would maintain his responsibilities to develop and administer the city's budget. Included in his duties would be accounts payable, credit card administration, fuel card administration, and continued automation of the city's financial processes.

With minimal change of current duties and training, Santaquin City would bestow the title of Deputy Recorder on an existing staff member, to be able to provide the most basic coverage for the City Recorder when they are on vacations, at training, or are ill.

The incremental budgetary impact on the FY2021-2022 is anticipated to be:

Finance Director:	No Change
City Recorder (Net):	\$33,300.00
<u>Deputy Recorder (Backup):</u>	<u>\$ 700.00</u>
Total FY2021-22 Impact:	\$34,000.00 (½ year)

*Note: By increasing a part-time position to a full-time position, no additional office space would be needed at the present time.*

We recommend City Council discussion regarding this proposal with the following options:

**Recommended Motion: (Option 1 – New City Recorder Position Created):**

Motion to approve the segregation of duties of the joint Finance Director/City Recorder position into two separate positions and authorize the city staff to advertise for a Full-Time City Recorder with duties 100% focused on the duties outlined in state statute, city code, and within the City Recorder job description.

--OR--

**Recommended Motion: (Option 2 – Maintain Status Quo)**

Motion to approve the city's advertisement for a replacement part-time Deputy Recorder.