

MINUTES
ALTA TOWN COUNCIL MEETING
Thursday, September 13, 2018, 10:00 AM
Alta Community Center, 10351 E. Highway 210, Alta, Utah

PRESENT: Mayor Harris Sondak
Council Member Margaret Bourke
Council Member Cliff Curry
Council Member Elise Morgan
Council Member Sheridan Davis

STAFF PRESENT: John Guldner, Town Administrator
Chris Cawley, Assistant Town Administrator
Piper Lever, Town Clerk
Jay Torgersen, Unified Fire Authority
Mike Morey, Town Marshal
Nora Pincus, Town Attorney

HERS: Kate Black- this line ought to be moved up as Kate was staff at the time of the meeting

1. CALL TO ORDER

Mayor Sondak called the meeting to order 10:00 a.m.

2. CITIZEN INPUT

Tom Pollard, former mayor of Alta, made a comment regarding Item 13, placing items on the agenda. Recently, Mr. Pollard was involved in an overhaul of the UFA policies, and one of the items discussed involved who had the ability to put items on the agenda, which was similar to the ordinance being proposed. He believed it was more appropriate as a policy rather than an ordinance.

Mark Haik, a land owner, commented that at the previous Council meeting, Mayor Sondak urged people to bring new topics to the table during the Citizen Input portion of the meeting. Mr. Haik urged the Town Council to do the same. The Town had spent a great deal of time over the past nine months discussing the dog ordinance, and Mr. Haik felt that there should be more of a focus on development. Now would be a good time for the Council to address the remaining municipal water assets in the Town so that they could determine how remaining property could be developed. He suggested that the Council consider this and then communicate their findings, in writing, to the Planning Commission.

Karen Travis, a resident, noted that Sam Wilkinson had passed away the previous weekend.

3. MAYOR'S REPORT

Mayor Sondak reported that he sent a letter to the Forest Service requesting that Alta receive the same consideration regarding dogs as the Town receives from the Salt Lake Valley Health Department. He awaited a response. Mayor Sondak attended a meeting with Central Wasatch Commission and other interested parties where he discussed including Alta in the proposed legislation regarding the Mountain Accord. He also reported that UFA met to discuss the governance of the organization and a controversy over the "one member, one vote" structure, where Alta may fall below an emerging threshold to have a full vote on the UFA Board. He expressed his dislike of that outcome.

Mayor Sondak also reported on meetings of the Salt Lake County Council of Governments meeting, with Town Staff to discuss the personnel transition, and a meeting with the Tier Two ZAP Board. The Deseret News published an Op-Ed that was authored by a number of mayors in Salt Lake County about the State's needs concerning climate change issues.

Mayor Sondak read a letter of resignation from Katherine Black, who had served as the Town Clerk for more than 40 years.

00:13:35 - Tom Pollard expressed his thanks for Ms. Black's service and friendship, and he said that the community owes her a great deal of gratitude.

Mayor Sondak and all Council Members expressed their gratitude for Ms. Black's service.

Mayor Sondak reported the town Council authorized estate appraisal had begun. Ace Executive Director Sara Gibbs, spoke with the Mayor about additional public art in Alta. Rich Mrazik, former legal counsel for the Town, will be sworn in as a new District Court Judge at 3:00 p.m. at the courthouse September 14.

4. DISCUSSION WITH POSSIBLE ACTION TO APPOINT PIPER LEVER AS TOWN CLERK OF THE TOWN OF ALTA

00:16:55 - Mayor Sondak introduced the item and called for a motion.

MOTION: Council Member Curry moved to APPROVE the appointment of Piper Lever as the Town Clerk for the Town of Alta. Council Member Morgan seconded the motion.

Council Member Bourke said that it was an excellent idea to appoint Ms. Lever because she had worked in the office for some time and knew what was going on in the Town. She also commended Ms. Lever's character. Council Member Morgan agreed.

Mayor Sondak noted that Ms. Lever was the clear and unanimous recommendation from Town Staff.

A voice vote was taken, and the motion passed with unanimous consent of the Council.

5. SWEARING IN OF NEW ALTA TOWN CLERK – MAYOR SONDAK

00:20:14 - Mayor Sondak administered the Oath.

6. TREASURER’S REPORT

00:21:30 - Town Administrator/treasurer, John Guldner, presented the Treasurer’s Report for the period of August 14 to September 11 and highlighted a few items.

MOTION: Council Member Morgan moved to ACCEPT the Treasurer’s Report. Council Member Davis seconded the motion. The motion carried with unanimous consent of the Council.

7. DEPARTMENTAL REPORTS

Mr. Guldner reported the Town had issued 18 building permits so far this year, with the total stated value of the permits as \$2,160,000; the Town collected about \$33,500 in fees for those permits. Snowpine Lodge requested a soft opening on December 1st and had contacted staff about what they needed to do to obtain temporary occupancy. Mr. Guldner also reported on a water line that the Shrontz Estate intended to install between Alta’s Bay City mine and the reservoir in Grizzly Gulch. The Town already has a water line there, but it was small and shallow. If the Estate’s project goes through, the Town would partner with them to install a new Town water line in the same trench as the Estate’s water line.

00:31:54 – Assistant Town Administrator Chris Cawley reported Utah asked that they create a Community Wildfire Protection Plan; a meeting is planned for October 2nd to meet with Alta’s key partners. This would be the first of several community open house meetings. Regarding the crosswalk at Alta Lodge, Mr. Cawley explained that the original proposed location would not meet UDOT design standards for mid-block crossings. Mr. Cawley then addressed the Albion Basin Rapid Assessment by Dr. Glenn Haas, which was prepared last month. He asked what the Council wanted to do with this assessment.

After some discussion, the Council determined to hold a future work session to discuss the assessment before the partner’s summer wrap-up meeting.

00:47:10 - Jay Torgersen, with the Unified Fire Authority, reported on a fire that had started that morning as well as a fire in Herriman. He noted that the Chief was open to suggestions and comments from all of the communities that the UFA serves.

00:53:26 – Town Marshal Mike Morey thanked Ms. Black for her service to the Town.

8. TOWN COUNCIL MINUTES – AUGUST 14, 2018

MOTION: Council Member Morgan moved to APPROVE the minutes from the August 14, 2018 Town Council meeting. Council Member Davis seconded the motion.

Ms. Lever confirmed that she had received some corrections from the Council and made the changes.

A voice vote was taken, and the motion carried with unanimous consent of the Council.

9. UPDATE ON ADMINISTRATIVE STAFF TRANSITION

00:55:35 – Mayor Sondak updated the Council on the Administrative Staff transition. To increase efficiency, outsourcing meeting minutes will be tried. Ms. Black noted the Town could enter a trial period with C. Price Transcription, which would last through the end of 2018. If the Council wanted to continue into next year, they would need to enter into a contract. The plan would be to outsource minutes for both Town Council and Planning Commission meetings, as well as work sessions. Mayor Sondak noted this did not have any budgetary implications.

Mayor Sondak said that another way to increase efficiency would be to purchase and use new accounting modules from Caselle, which would have a budgetary implication.

10. DISCUSSION ON A PROPOSAL TO AMEND THE 2018/2019 BUDGET AT A FUTURE MEETING TO INCLUDE THE PURCHASE OF AN “ACCOUNTS RECEIVABLE” MODULE AND/OR “CASH RECEIPTING” MODULE FOR THE EXISTING CASELLE ACCOUNTING SOFTWARE – PIPER AND KATE

01:02:27 – Ms. Black explained that Alta currently used the General Ledger and Accounts Payable modules, and everything was entered manually. Currently, staff had to process and manually send out water and sewer bills, business and liquor licenses, and dog licenses. This is a very labor-intensive process for staff. Caselle demonstrated their “accounts receivable” and “cash receipting” modules, which would take some time to set up and to train staff. Ms. Lever noted that the “cash receipting” module would help the Town transition toward accepting credit card and online payments.

The Council felt that this would be helpful for staff and appeared to be at a reasonable price. Mayor Sondak requested that this item be placed on the next month’s agenda for action.

11. RESOLUTION 2018-R-16 – A RESOLUTION AUTHORIZING NEW AND FORFEITED TOWN OF ALTA DOG LICENSES TO BE ASSIGNED AND AUTHORIZED A DRAWING FOR NEW AND FORFEITED TOWN OF ALTA CLASS A AND B DOG LICENSES TO BE CONDUCTED, IF NECESSARY.

01:19:23 –By way of background, Mayor Sondak noted there were a handful of Class A and B licenses available. He asked if the council wanted to have a lottery in case more applications were received than available licenses.

MOTION: Council Member Morgan moved that the Town Council ADOPT Resolution 2018-R-16. Council Member Davis seconded the motion.

There was a discussion regarding the licensing fees as Council Member Curry felt that the license fee should be prorated, since most of the year had passed already.

MOTION: City Council Member Curry moved to AMEND the motion to provide that the fees be prorated. Council Member Sheridan seconded the motion.

Town Attorney Nora Pincus noted a section in the ordinance required people to pay the total fee , even for any license obtained mid-year. Council Member Curry proposed the council provide a prorated fee here which would not be challenged. He believed this was a matter of politics rather than law. Attorney Pincus agreed that the risk of challenge would be very low.

Mayor Sondak disagreed and said that he didn't want to go against the ordinance. Council Member Morgan said she was sure that people who wanted a dog would be willing to pay the entire fee.

A voice vote was taken on the amendment, with Council Members Curry and Davis voting "Aye", and Council Members Morgan, Bourke, and Mayor Sondak voting "Nay". The amendment failed.

There was a discussion regarding the original motion, and Council Member Davis suggested making sure people are required to bring in their dogs so that Ms. Lever would know which dog goes with which license. Ms. Lever said this would be difficult because some people only live here for part of the year. Attorney Pincus said that this would require an ordinance change, because the ordinance clearly outlined the application materials, not requiring physical presence of the dog.

A voice vote was taken, and the motion carried with unanimous consent of the Council.

12. RESOLUTION 2018-R-17 – PUBLIC TREASURER'S INVESTMENT FUND (PTIF) ENTITY RESOLUTION

01:34:10 – Ms. Black explained that the State Treasurer now requires an Entity Resolution which authorizes certain individuals within a municipality to have access to the Town's PTIF Accounts. Her recommendation was to have Mayor Sondak, John Guldner, and Piper Lever as the three authorized individuals.

MOTION: Council Member Morgan moved that the Town Council APPROVE Resolution 2018-R-17. Council Member Davis seconded the motion. The motion carried with unanimous consent of the Council.

13. DISCUSSION WITH POSSIBLE ACTION ON ORDINANCE 2018-O-4 – AN ORDINANCE REGARDING AGENDA AND ORDER OF TOWN COUNCIL MEETING

01:37:09 Mayor Sondak presented the item and called for a motion.

MOTION: Council Member Curry moved that the Town Council ADOPT Ordinance 2018-O-4. Council Member Davis seconded the motion.

Council Member Curry said that this was a simple matter that didn't necessarily have to be addressed by an ordinance. He would be comfortable with a proclamation by the Mayor. The purpose of the ordinance was to clarify the authority of Council Members to put something on the agenda for action.

Council Member Bourke thought it was important that Council Members and public have the ability to get items on the agenda which they feel are important, but she was concerned that the length of the agendas and meetings were already lengthy. She wanted to ensure that agendas included discussion items that were potentially fruitful; if two council members requested a topic, it should be added. She suggested that the Council first try to adopt a policy rather than create an ordinance.

Mayor Sondak said that the current policy allowed the Mayor to put things on the agenda, council members request the Mayor put something on the agenda, or, someone could bring up an issue during New Business and request that the item be put on a future agenda. He did not believe that the current process was broken.

Council Member Curry suggested allowing two or more Council Members to consent to put something on the agenda.

Council Member Davis felt the process was broken. She reported previously requesting that the Mayor put items on the agenda, and he had not chosen to do so. She also was concerned that the other method of getting items on the agenda was too slow, waiting for another month.

Council Member Morgan believed a policy should be identified before adopting an ordinance.

Council Member Curry offered to withdraw his motion if Mayor Sondak was prepared to state, as a policy, that two Council Members could put something on the agenda upon 10 days notice. Mayor Sondak agreed to adopt that as a policy.

MOTION: Council Member Curry WITHDREW his motion. Council Member Morgan seconded the motion. The motion carried with unanimous consent of the Council.

14. NEW BUSINESS

There was no new business.

15. MOTION TO ADJORN

MOTION: Council Member Bourke moved to ADJOURN at 11:56 a.m. Council Member Davis seconded the motion. The motion carried with unanimous consent of the Council.

Passed and approved this 8th day of November, 2018.

Piper Lever, Town Clerk / S