

**MINUTES**  
**ALTA TOWN COUNCIL VIRTUAL**  
**WORK SESSION AND REGULAR MEETING**  
**Wednesday, May 11, 2022, 3:30 PM**

Alta Community Center (virtual), 10351 E. Highway 210, Alta, Utah

**PRESENT:** Mayor Roger Bourke  
Council Member Carolyn Anctil (arrived later)  
Council Member John Byrne  
Council Member Sheridan Davis  
Council Member Elise Morgan  
Budget Committee Member Craig Heimark

**STAFF PRESENT:** John Guldner, Town Administrator  
Piper Lever, Town Clerk  
Jen Clancy, Deputy Town Clerk  
Mike Morey, Town Marshal  
Chris Cawley, Assistant Town Administrator

**1. CALL THE WORK SESSION TO ORDER**

00:00:01

Roger Bourke called the work session to order at 3:31 pm. Sheridan Davis had a few specific line item questions. After answering those, Piper highlighted the changes in the draft budgets since the last Council update which included the sales tax revenue projection (based on prior 3 year average) and the transfer to the capital projects fund. Piper noted that the water and sewer budgets would require a rate increase to meet expenditure needs, such as immediate and future system improvements. By the time the Council would meet in June, the exact increase would be identified. Comments were made by John Byrne, Craig Heimark, Polly McLean and others regarding future budget management.

**2. ADJOURN WORK SESSION**

Roger Bourke adjourned the meeting at 4:09.

**1. CALL THE REGULAR TOWN COUNCIL MEETING TO ORDER**

00:45:00

Roger Bourke called the regular town council meeting to order at 4:09 pm, with a May 3, 2022 determination that it is in the community's best interest to hold this meeting virtually without an anchor location.

**2. CITIZEN INPUT**

There was no citizen input.

**3. SKI AREA UPDATE**

Mike Maughan was not in attendance.

**4. APPROVAL OF CONSENT AGENDA**

00:46:40

**MOTION:** Roger Bourke moved to approve the Consent Agenda and Sheridan Davis seconded the motion. No discussion.

**VOTE:** In favor: Bourke, Davis, Byrne, and Morgan. None opposed. The consent agenda was approved.

Council member Carolyn Ancia joined the meeting.

**5. QUESTIONS REGARDING DEPARTMENTAL REPORTS**

00:47:50

Sheridan Davis had a question about who from the Town directs our lobbyist Shelly Teuscher. John Guldner answered that she is a watchdog who is at the legislature every day and she notifies the staff and mayor of any pending bills that might affect the Town. The mayor, administrative staff or marshal can direct Shelly to keep an eye on bill progress.

00:51:30

Roger asked Carolyn to update the Council on the COVID situation. Dr Ancia said the European Union just announced they were lifting their mask mandates in airports and airplanes. She said Utah hospitals have some days with no COVID cases at all and infection and testing rates are falling. In response to a question, she encouraged people to get boosted as soon as they are eligible.

**6. MAYORS REPORT**

00:56:29

Roger reported on ULCT conference in St George, Conference of Mayors meeting, USFS finding of no significant impact of the Patsy Marley Estate summer road plan, dog drawing, and housing problems. He also noted future events of fire school, next month's budget adoption and a public hearing to accept comments and questions on the FY2022 and FY 2023 budgets.

**7. DISCUSSION AND POSSIBLE ACTION ON 2022-R-9 THE APPOINTMENTS OF TREASURER, DEPUTY TREASURER, TOWN ADMINISTRATOR AND MARSHAL**

01:23:25

**MOTION:** Roger motioned to appoint Craig Heimark as Treasurer, John Guldner as Deputy Town Treasurer, Mike Morey as Town Marshal, and John Guldner as Town Administrator. John Byrne seconded. No further discussion.

**VOTE:** In favor: Bourke, Morgan, Davis, Byrne and Anctil. Against: no votes. The motion carried.

After this vote, Piper Lever noted that the draft April 13th minutes included in the consent agenda had erroneously omitted a crucial phrase at the end of a sentence. The sentence should read, “A poll of Council agreed that the appointments should be made after a local election, which is every two years”.

**MOTION:** Roger Bourke moved to amend the minutes. John Byrne seconded the motion.

**VOTE:** In favor: Bourke, Morgan, Davis, Anctil and Byrne. Against: no votes. The motion carried.

00:35:25

At this point in the meeting, Roger Bourke invited numerous colleagues and family of Piper to speak on the record about her retirement. It was a touching tribute and appreciated by Piper.

**8. PRESENTATION OF CAPITAL PROJECTS PLAN – CHRIS CAWLEY**

01:56:07

Chris Cawley reviewed a draft Capital Projects Plan prepared by the CP committee that summarizes numerous projects. He explained that the plan is fluid, and the Council will be asked to approve a plan next month that allocates funds towards specific improvement needs. He showed pictures of some of the existing conditions that were being proposed to be addressed.

**9. DISCUSSION AND POSSIBLE ACTION TO ADOPT THE 2022-2023 TENTATIVE BUDGET**

02:25:33

**MOTION:** Roger Bourke motioned to approve the 2022-2023 Tentative budgets. Elise Morgan seconded.

**VOTE:** In favor: Bourke, Davis, Morgan, Byrne and Anctil. Against: no votes. The motion passed.

**10. NOTICE OF JUNE 15, 2022 PUBLIC HEARING AT 4:00 PM TO ACCEPT PUBLIC COMMENTS AND QUESTIONS REGARDING THE FY 2023 TENTAIVE BUDGETS**

**11. DISCUSSION AND POSSIBLE ACTION ON THE FRAUD RISK ASSESSMENT**

02:28:34

Piper and John Guldner reviewed the State Auditors Fraud Risk Assessment questionnaire and summarized the result that the Town’s internal policies and procedures support a low risk of fraud being able to be committed and/or undetected.

**MOTION:** John Byrne motioned to accept the Fraud Risk Assessment. Sheridan Davis seconded the motion.

**VOTE:** In favor: Bourke, Morgan, Davis, Anctil and Byrne. Against: no votes. The motion carried.

**12. NEW BUSINESS**

02:33:30

No new business.

**13. MOTION TO ADJOURN**

02:33:47

**MOTION:** John Byrne moved to adjourn and Carolyn Anciale seconded.

**VOTE:** All in favor. The meeting was adjourned at 6:03 pm

Passed this 15th day of June, 2022

A handwritten signature in black ink, appearing to read 'Jen Clancy', written in a cursive style.

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Jen Clancy, Town Clerk