

# HATCH TOWN BOARD MEETING

**January 20, 2021**

**Hatch Town Council:** Mayor Kevin Eldredge, Melissa Poulsen, Jon Spendlove, Tony Dinges & Kurt Sawyer

**Staff:** Jacie Torgersen, Kerry Barney & David Barnhurst

**Public:** Guy & Raquel Thompson, Lincoln Poulsen, Tony McGee, Justin Christensen, Brett Burrows & Kerri Justus

## **1. Meeting Called to Order**

Mayor Eldredge began the meeting at 7pm by leading those present in the pledge and Councilor Sawyer offered an opening prayer.

## **2. Approval of Previous Minutes**

### **2.1 November 18, 2020 work meeting minutes**

### **2.2 November 18, 2020 board minutes**

### **2.3 December 2, 2020 board minutes**

Councilor Sawyer motioned to approve the minutes and Councilor Spendlove 2<sup>nd</sup> the motion, the vote was unanimous.

## **3. Review Invoices, checks & financial report**

### **3.1 November & December**

Councilor Sawyer motioned to approve the expenditure and Councilor Dinges seconded the motion, the vote was unanimous.

## **4. Public Hearings**

## **5. Petitions, Remonstrations and Communications**

### **5.1 Drainage Study – Ensign Engineering**

Ensign made a couple of onsite visits to complete their study. Some items of concern were:

\*size of culverts

\*north end of town from the canyon to bring drainage down

\*culvert on north end of town that has a crack in 20ft from west side under highway 89

The study recommends that culverts are upsized through town. They would suggest controlling the flow of the water before it gets to town by putting a catch basin up the hill. They would also suggest building up the drainage ditch that goes along the west and maintaining the existing diversion structure there. Councilor Sawyer asked if there was any grant money to help with some of these recommendations. Mr. Christensen will look into it and get back with the town. Councilor Dinges said that UDOT puts a 5 year moratorium on new road work so the town wouldn't be able to get the culvert fixed regardless of whether it was caused by UDOT's construction or not. He would rather see the town do some work diverting the water upstream because piping in town would be a mess. Ensign will put

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together pricing and finalize the plan for the next meeting. If there are any questions or concerns on the drainage plan the council needs to contact him.

### **5.2 Acquiring Hatch Cemetery as part of Hatch Town**

Barry Huntington contacted Jacie Torgersen to see if the town was still interested in acquiring Hatch Cemetery as part of the town. Escalante is in the same situation of Hatch and is interested in doing the same thing. He suggested that the town write a letter to the county commission telling them what they would like to do. Escalante would also like to schedule a meeting with the two towns and the county commissioners to see what needs to take place to combine the cemetery and town. The state asked the cemetery committee to push for it because all the reports are done voluntarily for the cemetery. If the town were to do them, they could use their software and it could be done by a trained town employee. David Barnhurst said when the cemetery district was first set up it was in the county but since then the town has annexed that property as part of the town. Mayor Eldredge asked if it would be a financial liability to the town to take on the cemetery. David Barnhurst, who is the cemetery chairman, said that the bank accounts are continually increasing so it shouldn't be. The cemetery wants to do a parking lot and has the money to do it in their CD. They collect between \$3,000-\$3500 annually. Councilor Sawyer motioned that the town is in favor of pursuing the combination of the town and cemetery and Councilor Poulsen seconded the motion, the vote was unanimous.

### **5.3 Enterprise Zone Renewal**

The Enterprise zone was approved for the next 5 years. Jacie Torgersen sent out all the information to the business of the tax incentives and credits they can use in the enterprise zone.

### **5.4 Town Hall Water & Locks**

The water meter at the town hall froze and broke. The lid to the meter was off and it froze. It was been repaired so there is running water in the town hall again. Mayor Eldredge is going to change the locks at the office. He will put touch pads on the front door and office door. This way the code can be changed often for those needing access. He will keep the bathrooms separate and the other access to the building.

### **5.5 Desks for Office**

Jacie Torgersen asked if they could get some new desks for the office. The desks that are in the office came from the old town hall and they are old and there is not very much workspace on them. They would like to rearrange the office so that when people come in, they aren't sitting with their backs to them. Councilor Dinges suggested using the window for the office and keeping the office locked. This would be safer for COVID restrictions also. The council told them to go ahead and look at some desks and bring back some option for the meeting next month.

## **6. Ordinances**

### **6.1 2021-01 Meeting Ordinance**

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Councilor Sawyer motioned to approve the meeting ordinance setting the meeting date on the 3<sup>rd</sup> Wednesday of each month at 7pm and Councilor Dinges seconded the motion, the vote was unanimous.

### **6.2 2021-02 Employee Compensation**

Melissa Poulsen was hired to start November 1, 2020 for \$450 a month. This is the same wage that Jacie Torgersen is paid and she has been working for the town for 21 years. Mrs. Poulsen did receive on the job training from Kerri Justus for 2 months and agreed to take the position for \$450 a month. The last time that Jacie Torgersen and Kerri Justus were given a raise was March 1, 2018 and they were given a \$50 raise. Councilor Dinges suggested that the town give Jacie Torgersen a raise of \$50 a month and keep Melissa Poulsen where she is for now. He would like to review the wages every year in January. If the wages were reviewed each year, then there could be an incremental increase for cost of living and things each year. Mayor Eldredge said that if the town does take on the cemetery then a raise would also need to be given to whomever takes on the bookkeeping for that. Councilor Dinges motioned to keep Melissa Poulsen at \$450 a month and increase Jacie Torgersen to \$500 a month, Councilor Spendlove seconded the motion. Councilor Sawyer voted in favor of the proposal and Councilor Poulsen abstained from voting. The wage increase will take place February 1<sup>st</sup>.

### **6.3 2021-03 Utility Rate Change**

Councilor Dinges feels like with the well done and the water system aging the town needs to increase the water rates to have some money set aside for repair and replacement of equipment on the system. The town has normally increased the rates at least \$1 each year. The town did not change the rates last year. Councilor Dinges suggested raising the residential \$3 a month and commercial \$5 a month with the change taking place on March 1<sup>st</sup>. There would be not tier change and the 10,000 gallons would still be the base rate. Mayor Eldredge said that if the town keeps moving forward with increases it helps them to qualify for grant money.

The well has been repaired. The company only had to come once so that will help keep the cost down. They did have to replace the pump, motor and cable but did not have to replace the piping. David Barnhurst is still disinfecting the well so it can't be used yet. He is shocking, purging and flushing the system with chlorine and then will take a water sample before he puts the water back in the system. The bid for the well was \$55,467 but it will be cheaper than that since they only had to mobilize once.

Raquel Thompson feels like the Town of Hatch is on the high end for their water bill in comparison to other communities that she has lived in. Councilor Dinges feels like the town needs a higher rate because they have a smaller number of consumers. The town did have an analysis done on their water rates a few years ago by the Rural Water Association and this is what was suggested at that time. Mayor Eldredge said it is a good idea to look at the big picture over the years so the town can be prepared to take care of problems as they arise in the future. Councilor Dinges motioned to raise the residential rates \$3/month from \$37 to \$40 and

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the commercial rates \$6/month from \$54 to \$60. Councilor Poulsen seconded the motion and the vote was unanimous. Rates will take effect March 1<sup>st</sup>.

### **7. Report of Officers – boards – committees**

#### **7.1 Water Department – Water Usage**

November 2020 usage was 431,000 from well #4 and December 2020 usage was 443,000 from well #4.

##### **7.1.a Well #5 Status**

Well #5 was installed in 2009. It lasted 11 years before a repair was needed and the company said it expect 10 years, so it did well. The motor and pump were bad and were both replaced. Councilor Dinges suggested letting well #4 rest after #5 is up and ready to go again. Nickerson pump company will send the town the final bill.

##### **7.1.b Emergency Grant Request**

There is a meeting tomorrow with the Division of Drinking Water for the grant the town applied for to help pay for the well. Councilor Sawyer and Jacie Torgersen will be on the zoom for the town and water operator David Barnhurst will also try to be on it. Justin Christensen also suggested that the town could look to USDA for help with funding the future. Jacie Torgersen presented to application to the council to review. There is a compliance report included with it that states that the town will need to resolve the issues before any money will be exchanged.

##### **7.1.c Chlorination Building Check Valve Repair**

Ben Neilson thinks the town should get the same check valve and it would be approximately \$1200. Councilor Dinges wondered if it would be possible to just table it for a few months until the bill is received for the well repair. It has been leaking for several months and David Barnhurst said mildew is growing on the walls now with the heat. Mr. Barnhurst said there are cheaper ones that he could get. They would be visual, not fully enclosed. Councilor Dinges motioned to approve \$600 for a new check valve and Councilor Spendlove 2<sup>nd</sup> the motion, the vote was unanimous.

#### **7.2 Fire Department-**

A fire department meeting was held. Russell Torgersen is going to take the SCBA's to the Panguitch Station to be refilled because our station doesn't work to refill them anymore.

#### **7.3 Road Department-**

Gordon Hilton would like the sign removed located in front of the bridge on the road that leads out to Proctor. The sign says "not maintained for winter travel". He feels like this hurts his business at the vacation rentals. The council feels like it should stay because there are other people who use the road and they need to be warned that it is not maintained in the winter.

#### **7.4 Parks & Recreation-**

#### **7.5 Grants-**

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### **7.6 Planning & Zoning Commission**

The board of adjustments as been filled with 3 people so the town does have it in place if needed. Kerry Barney presented an idea about having a large sign available outside of town that businesses in town could advertise. This could be on the town's property south of town. This would be a permanent sign that the town would put up and then the businesses could take turns advertising on it and maybe pay a fee to do so. The council did think it was a good idea but they would need to know more details. Kerry Barney will contact the businesses and see if they would be interested in doing something like that.

Jacie Torgersen suggested getting a town website which would be a great tool in helping people know what is available in Hatch.

### **8. Public Input**

### **9. Unfinished or New Business**

Jacie Torgersen had each council member sign a disclosure statement for 2021.

The town does have the new TV and computer purchased with the CARES funding. It needs to be set up and Councilor Dinges suggested that the town get a wheeling cart to put it on. Councilor Spendlove will work on getting the computer set up.

The next meeting will be on February 17<sup>th</sup>.

### **10. Adjournment**

Councilor Sawyer motioned to adjourn and Councilor Spendlove seconded the motion, the meeting was adjourned at 8:35pm.

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