**MINUTES**

**REGULAR MEETING**

**DOWNEY CITY COUNCIL**

**TUESDAY, December 14, 2021**

**6:00 PM**

**ATTENDANCE: Rex Nielsen, Gary Barnes, John Hyde, Bonnie Hill, Grant Johnson, Tony Hancock and Kiesha Keller.**

**PATRONS- Barbara Hill, Dianna Burden, Naomi Geiger & Officer Jeff Fullmer**

**CALL TO ORDER: Mayor Rex Nielsen called the meeting to order and welcomed those attending the meeting.**

 Grant Johnson offered the invocation and led the group in the Pledge of Allegiance

**Action Item** **- CONSENT AGENDA**

**The following business items may be approved by one motion and a vote. If any one member of the Council so desires, any matter listed can be moved to a separate agenda item.**

1. **Council Minutes** **– November 9, 2021**
2. **Accounts Payable- December 2021**
3. **Business Licenses- Marsh Valley Dental, Total Living Carpet Cleaning, Whispering Pines assisted Living, BCT Inspections, Sutorius Fine Art, Keepsake Cottage, Morrison Fabrication, Cosmo by Camryn, and Marsh Valley Motor Mart**

**Bonnie Hill asked to pull the Business Licenses for Total Living Carpet Cleaning, Keepsake Cottage, and Morrison Fabrication because they were not filled out correctly on the application.**

**Bonnie Hill made the motion to approve Consent Agenda only including Council Minutes for November 9, 2021, and Accounts Payable for December 2021, and Business Licenses for Marsh Valley Dental Whispering Pines Assisted Living, BCT Inspections Sutorius Fine Art, Cosmo by Camryn and Marsh Valley Motor Mart, seconded by Grant Johnson, roll call vote Bonnie Hill; aye, John Hyde; aye, Gary Barnes; aye, Grant Johnson; aye, motion carried.**

**Action ITEM: Approve Business Licenses for Total Living Carpet Cleaning, Keepsake Cottage, and Morrison Fabrication**

**Bonnie Hill motioned to Approve the Business Licenses for Total Living Carpet Cleaning and Morrison Fabrication once the applications have been completed, corrected and Keepsake Cottage after they are in compliance with our ordinance, seconded by Grant Johnson, roll call vote Bonnie Hill; aye, John Hyde; aye, Gary Barnes; aye, Grant Johnson; aye, motion carried.**

**Action Item- Approve renting out the old Fire Building to Total Living Carpet Cleaning for winter months**

John Hyde asked to hear what Tony’s thoughts were first. Tony explained they only use the old Fire Building for winter projects. There is no heat in the building though. Total Living Carpet Cleaning had told Tony they would use a space heater inside the truck to keep the equipment from freezing. Tony was uncomfortable with a regular space heater in the vehicle so Naomi Geiger said they would be willing to negotiate if there was a service fee to fix the furnace in the shop. She explained they wouldn’t be going in and out much because he doesn’t have a lot of cleaning jobs in the winter. Bonnie asked what it would take and how far out it would be to fix the oil furnace? Tony said they would have to find somebody who would work on an oil furnace. Other options for heating were discussed between Bonnie and Tony but there aren’t any viable options to heat the building. Naomi explained the truck has mounted tanks on it so it isn’t something they can take off and bring in the house. They do have an alarm in the van attached to Patrick’s phone so if the temperature drops/rises too much in the truck it goes off on his phone app. John Hyde brought up the space heaters that have the auto shut off if it is tipped over. Grant agreed he would rather allow for the space heater instead of putting the cost on our end. Rex noted that we would need to get a contract drawn up for the lease and we could add a stipulation for a trial basis to make sure it will work for them and for the City.

**Bonnie Hill made the motion to approve renting out the old Fire Building to Total Living Carpet Cleaning for winter months while working with staff and the heating issue, seconded by Grant Johnson; roll call vote Bonnie Hill; aye, John Hyde; aye, Gary Barnes; aye, Grant Johnson; aye, motion carried.**

**Law Enforcement-** John Hyde asked if they had any updates on the burglaries on the south side of town from last weekend? Officer Fullmer told him he hadn’t heard an update but knew there was suspects.

**Action Item- Approve a bid for cleaning the carpets in the City Building and Community Center**

Tony said the last bid we were waiting on was much higher than the bids we received last month. Total Living is still the cheapest for $900.

**Bonnie Hill made the motion to approve the bid for carpet cleaning for the mayor’s office, conference room, City Office, John Hyde’s office and the Community Center from Total Living Carpet Cleaning for $900, seconded by John Hyde; roll call vote Bonnie Hill; aye, John Hyde; aye, Gary Barnes; aye, Grant Johnson; aye, motion carried.**

**Action Item- Approve One Talk phone system for the Office**

Bonnie asked if there was a maintenance contract involved? Kiesha said she believed it was free customer service through a third party and Verizon took care of the equipment. Grant asked if its over the internet phone service. Kiesha confirmed it was. The One Talk will be $25 a month per phone. Rex mentioned turning off the two cell phones that aren’t used for the mayor and for Matt. It will save us $22 each on our Verizon bill. Getting the One Talk phones will mean getting rid of the CenturyLink bill of $240 a month and adding the $50 for the two lines to the Verizon bill. We can port our landline number over to the Verizon account and still have that be the number residents call for the City Office. Grant was worried when the internet goes down then our phones won’t work, but Kiesha confirmed even if that happens Verizon has assured her, they can route the calls to cell phones. Bonnie asked if it comes with a contract. Kiesha and Rex were both confident that Verizon had said it was a month-to-month deal so there would be no contract.

**Bonnie Hill made the motion to approve the One Talk phone service for the office including the two phones and two headsets, seconded by Gary Barnes; roll call vote Bonnie Hill; aye, John Hyde; aye, Gary Barnes; aye, Grant Johnson; aye, motion carried.**

**Action Item- Approve a New Computer for City Clerk**

Mayor Nielsen stated that we were hoping to use Covid money to purchase a new computer if it is allowed. Kiesha explained Bryce had told her he thought Council had already approved it in January but when researching it, it was only the Asst Clerks computer that was approved at that time. Mayor Nielsen said we wanted to get it approved through the Council so if the guidelines for the Covid money states we can use the money for computers then we can just move on with it instead of waiting for another Council meeting. Bryce had explained to Kiesha and Jessica that the computer system the City Clerk has now is out of date and won’t allow for updates and isn’t able to have double monitors.

**John Hyde made the motion to approve a new computer for the City Clerk contingent on use of Covid money to pay for the computer, seconded by Gary Barnes; roll call vote Bonnie Hill; aye, John Hyde; aye, Gary Barnes; aye, Grant Johnson; aye, motion carried**

**Action Item- Approve a New Contract for QABSOLUTE**

Council all agreed it was needed for the Clerks.

**Bonnie Hill made the motion to approve a contract with QABSOLUTE, seconded by John Hyde; roll call vote Gary Barnes; aye, Grant Johnson; aye, John Hyde; aye, Bonnie Hill; aye, motion carried.**

**Action Item- Consider Sponsorship for Downey Market**

Grant asked to define “sponsorship”? Kiesha explained Melissa had just asked if she could put the city on as a sponsor because they are using our Community Center for the market. Kiesha figured if we were going to sponsor them then maybe we could allow them to use the Community Center with the fee waived. It was repeated two more times by John Hyde and Kiesha that Melissa didn’t ask for it, Kiesha was asking. Grant showed concern that other businesses would want the same treatment but Bonnie and Kiesha both explained it was a community event and not a business. If a business wanted sponsored by the city, then they would be free to come into Council Meeting and ask. John explained the Downey Market doesn’t make any money off the market. It is just for vendors to come in and sell their goods to the community. So far, Melissa and John have made hoodies to raise money for the fees. Bonnie noted that if they are keeping the Community Center cleaned up and we aren’t having any problems then there wasn’t any real reason to be charging the Downey Market a fee and giving it back to them afterwards. The Council would be able to pull their sponsorship if any problems arise.

**Bonnie Hill made the motion to approve the Sponsorship for Downey Market and waive the fee, seconded by Grant Johnson; roll call vote Bonnie Hill; aye, John Hyde; Sustained, Gary Barnes; aye, Grant Johnson; aye, motion carried.**

**Comments from the Audience-**

Mayor Nielsen asked Dianna Burden to give an update to the audit for 2019. Dianna said he had told her he would have it here today or tomorrow. She called twice today. The first time went to voicemail and the second she was told he would call her back. There was still no call as of tonight.

**Reports-**

**Tony Hancock-** There is 74 gals per minute coming down spring water and 160-180 turned out of nine mile. He has snow to plow in the morning.

**Kiesha Keller-** no comments

**Gary Barnes-** Thanked everybody for their efforts. The staff is over and above. Thank you for all that is being done for our community. Thanked the community for their support and Merry Christmas.

**Bonnie Hill-** Thanked the staff. The reports on Light Up Downey are nice and it went over well. We have great staff, and it shows out there. There is a notice from the governor’s teleconference giving an update at 3pm tomorrow. Let’s get Tony’s computer on the agenda to be approved so if we can use the Covid money on them then we can do Tony’s at the same time. Have we heard anything from Maron on the food pantry yet? Rex said he has heard news in the family, but he hasn’t heard from her yet directly about the pantry. Bonnie mentioned the letter we approved last month for the auditor from the lawyer and wondered if we were going to be sending that out now. If we don’t get anything from the auditor by tomorrow, then we need to get it out.

**John Hyde**- We need to get a letter out to the truck driver. Tony said he talked to the girls today about sending out letters to the truck drivers about where they are parking, and the signs are in. John said the truck driver was going slow today but he had to cut clear into the banks parking lot with a 52-footer and a pup. He needs to use a different route. Thanks for everything everybody is doing right now.

**Grant Johnson**- Stated his appreciation for everybody.

**Mayor Rex Nielson**- Found another laptop and had Bryce get into it and reset it so we could use it now if we need to. Thanked Bonnie and Barbara for the lunch they put on at the meeting on Thursday. We got a lot of good information with that. They will type us up a summary and we will do some reassignments to make sure we keep it going as we discussed. Appreciate Kiesha and Jess for their hard work and the rest of the Council. Merry Christmas and safe travels to Downata.

**Action Item- Adjournment**

 **John Hyde motioned to Adjourn, seconded by Grant Johnson, motion carried.**

**APPROVED\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rex Nielsen, Mayor**

**Attest\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Kiesha Keller, City Clerk**