**MINUTES**

**REGULAR MEETING**

**DOWNEY CITY COUNCIL**

**TUESDAY, November 9, 2021**

**7:00 PM**

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

**PATRONS- Barbara Hill, Cheryl Delaney, Alan Anderson, Jonathon Hulet, Angela Chilcutt, Peter Chilcutt, Officer Trent Smith, Officer Tadd Green, Larry and Dianna Burden & Louise Cummings**

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

 Gary Barnes offered the invocation and led the group in the Pledge of Allegiance

**ACTION ITEM - Consider Approval of the Agenda**

Bonnie Hill asked to pull Business Licenses for Burt Family, This Old House and Downey Fitness Center off the Consent Agenda to discuss on the Agenda. Mayor Rex Nielsen Approved.

**Bonnie Hill made the motion to approve the agenda including the new Action Items of Business Licenses for Burt Family, This Old House, and Downey Fitness Center, seconded by Gary Barnes, all voted aye, motion carried.**

**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** **– October 12, 2021**
2. **Accounts Payable- November 2021**
3. **Business Licenses- Doug’s Repair and Towing, Infinite Q Networks, Dick’s, Valley Fuels Inc, Oxford Peak Fam Services, Wiregrass Livestock LLC, Sound Choice INC, All American Roofing and Rain gutters, Wilson Excavating, Axis Investment Management LLC, Moser Dairy, Healthwest Downey, Sunshine Sewing, Downey Home Repair, At Home Preschool, Portneuf Accounting Services, Vivint INC, Downey Storage, Chase Graham Construction, Midkiff Storage, The Loading Pen, Ireland Bank**
4. **Noncommercial Kennel License- Quinn Jensen**
5. **Office Closures- Thanksgiving- closed Thursday 25th, Christmas- closed the 23rd, New Year’s Eve closed.**

**.**

**John Hyde made the motion to approve Consent Agenda only including Council Minutes for October 12, 2021, and Accounts Payable for November 2021, seconded by Bonnie Hill, all voted aye, motion carried.**

**Law Enforcement**

Officer Smith informed the Council they have stepped up their business checks and being on foot more on every shift. Rex raised concern about the kids speeding around. Officer Smith asked which areas are they noticing it the most? Council listed a few streets on the northeast side of town. Tony mentioned out in the shooting range has gotten bad. He has the car on the cameras, but you can’t see the plate. The Council and Officer Smith discussed how identifying would need to be in place for much to get done. They will be on the look out but sometimes the officers aren’t in the area, so they usually have a hard time getting here in time to catch vehicles.

**Action Item- Business License for This Old House**

Cheryl Delaney explained she doesn’t use the front of her house so she thought after she retires would be a good time to rent out the front living room and bedroom. She wants to go through Airbnb so they can handle the screening and the taxes. Dianna Burden will help her get it set up when she is ready to go forward. Cheryl explained she will have plenty of neighbors keeping an eye on her when she’s running it. Rex asked if she felt like it would be a year-round thing or just during the summer? She plans on doing it year-round but doesn’t expect it to be busy during the winter season. Cheryl is basing the amount of people off of when the bed and breakfast was running but there isn’t any other kind of business in the area to judge it off of. She had some council advising her to do Airbnb instead of renting it out again. But with only allowing it to be Thursday through Monday so she has a couple days to herself to clean and get ready for the next Airbnb renters.

**Bonnie Hill made motion to Approve business license for This Old House, seconded by Gary Barnes, all voted aye, motion carried.**

**Action Item- Business License for Burt Family**

**Bonnie Hill made motion to Table business license for Burt Family, seconded by John Hyde, all voted aye, motion carried.**

**Action Item- Business License for Downey Fitness Center**

Mayor Nielsen asked how the Council would like to handle the Downey Fitness Center’s business license? John Hyde and Bonnie Hill both said they would like to table it until he could come in and talk to the Council about getting caught up on the rent.

**Bonnie Hill Made the motion to Table the Business License for Downey Fitness Center, seconded by John Hyde, all voted aye, motion carried.**

**Action Item- John Hyde’s Lease agreement for HydeRo Irrigation**

**Bonnie Hill made a motion to Approve the Lease agreement for HydeRo Irrigation, seconded by Gary Barnes, roll call vote excluding John Hyde, Bonnie Hill aye, Gary Barnes aye, Rex Nielsen aye, motion carried.**

**Action Item-** **Wendy Scalise Lease agreement for Wenderalla**

**Bonnie Hill motions to Approve the Wendy Scalise Lease agreement for Wenderalla, seconded by John Hyde, all voted aye, motion carried.**

**Action Item- Approve Community Center Fee Change**

Rex stated last month we discussed changing the Community Center fee from $35 for just the gathering room and $50 for the gathering room including the kitchen down to $40 for the whole building. The deposit would be another $40, refundable, for cleaning.

**Bonnie Hill motioned to Approve the Community Center Fee Change to $40 for both the kitchen and the community center, seconded by Gary Barnes, all voted aye, motion carried.**

**Action Item-** **Approval for audit prep/financial services with Dianna Burden from Portneuf Accounting Service**

Rex asked Dianna to come up and tell them what services she would be providing. Dianna stated after talking to Kiesha it sounded like she would like help to reconcile the bank statements and with fund accounting. Dianna offered in her contract to help contact with the Auditor. The City has had issues getting in touch with them to get back the 2019 and 2020 audits that were done July of 2021 and has issues arising because of it. Mayor Neilson mentioned the audit for 2018 that has a section stating, “The City of Downey lacks a segregation of duties over accounting functions, including stewardship of cash and cash equivalents.” Dianna’s input would help resolve this issue for the next audit.

**John Hyde made the motion to Approve for audit prep and financial services with Dianna Burden from Portneuf Accounting Service, seconded by Gary Barnes, all voted aye, motion carried.**

**Action Item-** **Approval for Attorney to send a letter to Ware and Associates**

Bonnie asked that we still make a motion on the Attorney sending out a letter in case Ware and Associates continues to have no contact with the City after Dianna calls.

**Bonnie Hill made the motion to Approve for Attorney to send a letter to Ware and Associates if the City are unable to get any resolution with Dianna, seconded by John Hyde, all voted aye, motion carried.**

**ACTION ITEM- Approve spending budget for Light Up Downey**

Paper products $246.00 and the coupon will $25 off so we’ll be at $220 and the supply will last for the next couple years.

Kiesha has talked to Patti Simpson and Steve won’t be able to be our Santa this year but there is a Santa for $100 from Preston for the night. $100 for the Santa unless we can find a volunteer.

The goodie bag was a candy cane and orange in years prior and the City spent $149.99 on that. Kiesha would like approval to change up the treat as long as it stays in the same budget.

Kiesha would like a decoration budget of $100 in case there isn’t sufficient decorations in the storage at the community center.

We can use the office supply budget to cover the costs for Light up Downey because Kiesha doesn’t feel she will need all the funds allocated to the supplies this coming year.

**Bonnie Hill made the motion to Approve $600 budget for Light Up Downey, seconded by John Hyde, all voted aye, motion carried.**

**Comments from the Audience-**

Cheryl Delaney asked if the city was going to be providing the soup dinner? Kiesha explained that was going to be funded by the Downey Elementary PTO, Chamber of Commerce oversees the Parade down Main Street, the City guys are still going to do the lights, the Downey Elementary will have the kids singing in the Community Center and the South Bannock Downey Library will be providing packets while we hand out our goodie bag during the Santa part of the night.

Barbara Hill commented on the issue with the Auditor. Because the City is losing money by not being in compliance the City staff will need to keep a log of when we call and when we actually talk to him because his Professional Liability Insurance will have to compensate the City for his negligence.

**Reports-**

**Tony Hancock-** Spring flow is 201gals per minute. We have been putting extra water to the sewer lagoons because of the drought season it had gone down quite a bit.

We started putting up Christmas decorations while its good weather.

There are doing the fuel reduction up the canyon and are doing a really good job. It will still be a few more years but it’s going well so far.

Tony had a couple bids done on cleaning the carpets. One was from Alpine Restoration, they bid $1400 to clean the mayor’s office, Conference Room, the city office, HydeRo office and the Community Center. Geiger is here in town, put in a bid for $900. We will need to put this on the agenda for next month.

Also put in 2 bids for new carpet. Bonnie asked if Tony looked into EVP instead of carpet. He said he hadn’t, but he was checking into the same carpet used in the school and businesses. Tony agreed to check into it. Wall2Wall hasn’t turned in the bid yet. The other one was U&I in Preston. They guesstimate was $11-$13k. Tony has been told there might be some money coming in so we would like to see if we can use it for the new carpeting. Bonnie commented we should put that on the next agenda too.

There was a grant for $1000 from Rocky Mountain Power and there was another for $1500 that is for beautification of the parks. The city has had interest in a Pickleball Court. If we can find the space for it then Tony can do the cement and painting the court. He agrees it will be a lot cheaper than trying to redo the existing Tennis Court in the City Park. Tony thinks we could take the Volleyball Court out to put the Pickleball Court in. The Volleyball Court doesn’t get used much or up at Woodland Park there is space for it. Other options to spend the money are a concrete table tennis are $1200 or $1300 depending on which one is chosen. We could do new picnic tables, or some people have shown interest in a Frisbee Golf type set up. Tony isn’t sure where we could do that, but we would need to find a spot for it. Bonnie asked how much space would be needed? Tony thinks the Garrick Well would be the closest spot but still might need be enough room. Tony will be building a swing with the rest of the money we still had last year. If there are any other ideas to use with it then we are open. Bonnie said if we decide to do a walking path Tony should talk to the Tree Committee because that was one of their five-year goals, so they are looking for grants. Tony stated we will need more money to do a Pickleball Court so we could put in for the grants, but we would need to come up with some more money. Pickleball and the Frisbee Golf would be the most popular. The Relief money from the government would be highly unlikely to use on the activities in the parks. We might need a couple years to get the money together, but we could start as we start collecting funds and the next budget year, we could budget in some for it. We will plan on Woodland Park for the site when we get the funds.

Tony thought it might be a good idea to put in a pavilion at the RV Park so it would be more used and attract more people to the RV Park. We talked about an addition a while ago, but it isn’t usually filled up so that seems like a waste of resources.

**Kiesha Keller-** no comments

**Gary Barnes-** Thanked the staff for all the struggles and things that you face and your willingness to step forward. Thanked the community for their involvement tonight. We need to hear from you and know what you might like and what would be helpful for the community to survive and be a good place to live. Thanks again for the Council efforts put forth.

**Bonnie Hill-** Thanked the staff on all the hard work for setting up the Holidays and the bench. It is gorgeous.

**John Hyde**- Thanked the office staff and Tony and Matt. Couldn’t do it without them.

**Mayor Rex Nielson**- Kudos to Kiesha and Jessica. The good part of new staff is the ideas they bring that we haven’t done yet. Thanked the audience for being here.

**Action Item- Adjournment**

 **Bonnie Hill motioned to Adjourn, seconded by John Hyde, all voted aye, motion carried.**

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

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

 **Kiesha Keller, City Clerk**