



Town of Laketown  
P.O. Box 118  
10 North 200 East  
Laketown, UT 84038  
(435) 946-9000  
clerk@laketownutah.com

Mayor Burdette W. Weston  
Town Council Members:  
Dallas Clark  
Gary Ogilvie  
Delora Wight  
Eldon Robinson

## Laketown Town Council Agenda March 3, 2021

***Notice is hereby given that the Town of Laketown Town Council will hold their regularly scheduled meeting at 7:00 p.m. on Wednesday March 3, 2021 in the Laketown Town Office located at 10 North 200 East Laketown, Utah.***

In our effort to listen and follow the directions of our STATE AND LOCAL AUTHORITIES to avoid social gatherings in large groups and for local governments to remain open and still provide services, the public is invited to attend this meeting electronically. You can dial in using your phone in the United States: +1 (224) 501-3412 Access Code: 311-965-253. \*\*\*PLEASE WEAR A MASK IF YOU ATTEND MEETINGS IN PERSON\*\*\* Our council chamber room capacity is 16 when social distancing. We advise that you call in.

### 7:00 p.m. REGULAR MEETING AGENDA

1. Call to Order – Mayor Burdette Weston
2. Opening Ceremony – TBD
3. Roll Call
4. Approval of Agenda
5. Approval of Prior Meeting Minutes

**6. QUESTIONS AND COMMENTS FOR MAYOR AND COUNCIL:** Any person wishing to comment on any item not otherwise on the Agenda may address the Town Council at this point by addressing the Mayor and Town Council and giving his or her name and address for the record. Comments should be limited to not more than three (3) minutes, unless additional time is authorized by the Mayor. Citizen groups will be asked to appoint a spokesperson. This is the time and place for any person who wishes to comment on non-agenda items. Some items brought forward to the attention of the Town Council will be turned over to the clerk to provide a response outside of the Town Council meeting.

### 7. OTHER ITEMS OF BUSINESS:

A. Zoning Maps – Mayor Burdette Weston

### 8. ACTION ITEMS:

- A. **PUBLIC HEARING – Ordinance 2021-01 Conflict of Interest Policy**– Consideration to amend the Administration town code to establish the conflict-of-interest policy 1-9
- B. **PUBLIC HEARING – Ordinance 2021-10 Procurement Policy** – Consideration to amend the Administration town code to establish procurement policy 1-10
- C. **PUBLIC HEARING – Ordinance 2021-02 Ethical Behavior Policy** – Consideration to amend the Administration town code by establishing ethical behavior policy and an ethical behavior pledge form 1-11
- D. **PUBLIC HEARING – Ordinance 2021-04 Travel Policy** – Consideration to amend the Administration town code by establishing travel policy 1-12

**9. COUNCIL BUSINESS:**

**A. Planning & Zoning Commission Report on February 24, 2021 meeting and recommendations to the Town Council – Chairman Duane Robinson**

**1. Building Permits**

- a. Cody Gomez**
- b. John Njord**
- c. Some Beaches, Patrick Floyd**

**2. Other Items**

- a. Dale Lamborn, shed**
- b. Curtis Christensen, HOA decision on pickle ball enclosure**

**3. Town Code 10-6A-6A update to correspond to table in 10-6A-4**

**B. Water Updates – Councilmember Delora Wight**

**D. Rodeo & Arena Updates – Councilmember Eldon Robinson**

**E. Roads & Streets Updates – Councilmember Gary Ogilvie**

**F. Park & Recreation Updates – Councilmember Dallas Clark**

- 1. Rocky Mountain Power WattSmart Program for LED Lights**

**10. MAYOR REPORTS:**

**A. Bear Lake Regional Commission Report – Mayor Burdette Weston**

**11. WORKSHOP ITEMS:**

**A. CODE AMENDMENT: Reporting Fraud and Abuse Policy – Consideration to amend the town code by adding written reporting fraud and abuse policy as outlined in the state auditor’s fraud risk assessment – Ordinance 2021-03 – Mayor Burdette Weston**

**B. CODE AMENDMENT: Credit/Purchasing Cards Policy – Consideration to amend the town code by adding written credit/purchasing policy as outlined in the state auditor’s fraud risk assessment – Ordinance 2021-05 – Mayor Burdette Weston**

**C. CODE AMENDMENT: Personal Use of Entity Assets Policy – Consideration to amend the town code by adding written personal use of entity assets policy as outlined in the state auditor’s fraud risk assessment – Ordinance 2021-06 – Mayor Burdette Weston**

**D. CODE AMENDMENT: IT and computer security Policy – Consideration to amend the town code by adding written IT and computer security policy as outlined in the state auditor’s fraud risk assessment – Ordinance 2021-07 – Mayor Burdette Weston**

**E. CODE AMENDMENT: Cash receipting and Deposits Policy – Consideration to amend the town code by adding written cash receipting and deposits policy as outlined in the state auditor’s fraud risk assessment – Ordinance 2021-08 – Mayor Burdette Weston**

**F. CODE AMENDMENT: STORAGE OF RECREATIONAL VEHICLES IN TOWN CODE – In November 2020 Mayor Weston asked each member of the council to review the storage of recreational vehicles in the town code. Any changes needed will be discussed. Ordinance 2021-09 – Mayor Burdette Weston**

**12. ACTION ITEMS:**

**A. Action Items from previous meeting – Mayor Burdette Weston**

**13. UPDATES FROM CLERK’S OFFICE.**

- 1. CARES Funding**
- 2. Final Draft Building Permit/Impact Fee letter for approval**
- 3. Facebook page administration by councilmember**

**14. BUDGET REVIEW AND AMENDMENT PREPARATION**

**A. Budget Amendment:** General Fund: Income: Increase Transfer in by \$4525.00; Expenses: Increase Attorney Fees by 500.00, Decrease Codification by \$500; Increase Street Capital outlay by \$4525.00. Water Fund: Income: Decrease Late Fees by \$500; Increase Miscellaneous Expense by \$322 for Water Bond Insurance; Increase Water Capital Outlay by \$9721.02; Expenses: Increase Water Samples by \$1992, Increase Water Equipment and Maintenance by \$2239; Budget Deficit.

**B. Preliminary FY 2022 Budget Planning**

**15. APPROVAL OF BILLS**

**16. EXECUTIVE SESSION (if needed)**

**17. ADJOURN**

NOTE: The Town Council may vote to go into executive session pursuant to Utah Code 52-4-205

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*On Friday, February 26, 2021 at 6:30 p.m. a copy of the foregoing notice was posted on the Utah Public Notice website at <http://pmn.utah.gov> and on the Laketown website at [www.laketownutah.com](http://www.laketownutah.com). A copy was also posted in conspicuous view in the Laketown Town Office in Laketown, Utah and on the front door, and inside and outside of the Laketown post office and at Dee's Service Station.*

*DATED THIS 26<sup>th</sup> day of FEBRUARY, 2021*

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this public hearing should notify the Laketown Town Office at (435) 946-9000, 10 North 200 East, Laketown, Utah, on Monday through Wednesday at least three working days prior to the public hearing. The office hours are 9:00 a.m. to 12:00 p.m. Individuals with speech and/or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah 1-888-346-3162.*

Amber Dreesbeke, Clerk

