

**Garland City Corporation
City Council Meetings
October 2, 2024**

Members Present:

Jeanette Atkinson
John Losee
Josh Munns
Sharla Nelson
Linda Bourne, Mayor
Sharlet Anderson, City Recorder

Members Absent:

Tena Allen

City Council Work Session

Mayor Bourne called the October 2, 2024, work session to order at 7:00 p.m. at the Garland City Building. The following Department Heads were also present: Library Director Linda King, Deputy Fire Chief Andy McBride, Emergency Management Director Lanette Sorensen, Police Lt. Skyler Gailey, and Public Works Director Skylar Hachmeister

Department Head Reports

Linda King reported she went to a library director's training last week and the library won an award. It is called the Quality Library Award for all the hard work and effort put into the programs and everything at the library. She also went over the activities they have planned. There was also a discussion on the stairs and landscape project.

Skylar Hachmeister reported they are working on putting in water meters and testing the settleometer at the sewer plant. The documents have been submitted for the vehicles we are leasing. He reported he was able to find a truck and have the equipment installed that we need to purchase for \$101,513 and will be ready in a couple of weeks.

The meeting was adjourned at 7:18 p.m. by consensus of the Council.

Closed Session

Mayor Bourne stated that we need to go into a closed session to discuss employee issues.

Council Member Atkinson motioned at 7:35 p.m. to go into a closed session based on code 52-4-205 (a) for employee character and fitness. Motion seconded by Council Member Losee. Roll call vote: Council Member Atkinson – yes, Council Member Losee – yes, Council Member Munns – yes, Council Member Nelson – yes. Motion approved.

City Council Meeting

Mayor Bourne called the October 2, 2024, City Council Meeting to order at 8:10 p.m. at the Garland City Building. Council Member Losee offered a thought and the prayer and the Pledge of Allegiance was led by Council Member Atkinson. Mayor Bourne excused Council Member Allen from the meeting.

Council Member Nelson motioned to approve the agenda. Council Member Atkinson seconded the motion with all council members present voting in favor of the motion.

Council Member Nelson motioned to approve the September 4, 2024, September 18, 2024, and September 23, 2024, minutes. Council Member Atkinson seconded the motion with all council members present voting in favor of the motion.

Open Comments - None

New Business

Consideration and possible action on Canal Bank Road Annexation

The city recorder stated the city council has to accept the petition to move on with the annexation process or deny it per state code. Mayor Bourne noted that two property owners have already purchased water connections even though they are outside the city limits.

Council Member Losee motioned to accept this annexation proposal and move forward with it. Motion seconded by Council Member Munns. Roll call vote: Council Member Atkinson – yes, Council Member Losee – yes, Council Member Munns – yes, Council Member Nelson – yes. Motion approved.

Consideration and possible action on West Factory Street Project Change Order #1

Mayor Bourne explained this change order was for fire hydrants that had to be moved from the north side of the street to the south and some that had to be replaced that were not originally planned in the project. Other items came up that had to be fixed or replaced with water and sewer connections.

Council Member Atkinson motioned to approve change order #1 for \$73,304.70. Motion seconded by Council Member Losee with all council members present voting in favor of the motion. Motion approved.

Discussion on implementation of fees for credit card transactions.

Mayor Bourne stated she called several cities and most of them are doing a four percent convenience fee. Council Member Losee commented he doesn't want it to be a revenue source. Council Member Nelson commented three percent sounds more reasonable. A discussion ensued.

Discussion on Deputy Recorder Job Description.

Mayor Bourne stated this is for a part-time Deputy Recorder/Utility Clerk who will work opposite hours as the treasurer. This needs to be approved before we can advertise for the position so she asked the council to review and make any suggestions for the next meeting. A short discussion ensued.

Discussion on Agreement for Reimbursement of Training and Education.

Mayor Bourne asked the city council to review the agreement. Council Member Nelson stated we need to clarify conferences and certifications or licensures and which should apply. Council Member Nelson was also concerned that this would discourage people from going to conferences and training. A discussion ensued.

Mayor and City Council Reports and Comments

Mayor Bourne went over and explained the budget report because Council Member Nelson would like the department heads to give a quarterly report of their budgets to make them more accountable. Mayor Bourne reported that there have been three human cases of West Nile Virus in Box Elder County and twenty-two positive pools.

Council Member Atkinson asked when the Veterans Program would be and a date was discussed. She also reminded everyone about the city Christmas Party on December 2nd at the park.

Council Member Losee reported happenings at the library and requested the police do extra patrols at the park at night.

Council Member Munns had nothing further.

Mayor Bourne mentioned that she and Council Member Atkinson met with the city prosecutor to see if he could help with some of the beautification and code enforcement issues around the city.

Council Member Nelson mentioned they would have police vehicle info next time.

Financial Review – Approval of Payroll and Accounts Payable

Council Member Nelson motioned to approve the coding for payroll and accounts payable. Council Member Munns seconded the motion with all council members present voting in favor of the motion.

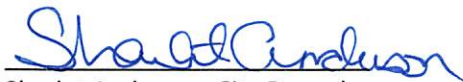
Mayor Bourne asked Council Member Munns to get with public works to go over the report from the sidewalk repair company on the sections that need to be replaced and get with a cement company.

Requests for Future Agenda Items

Council Member Nelson requested the credit card transaction fees and the deputy recorder/utility clerk be on the next agenda. Council Member Losee requested the training reimbursement agreement be on the next agenda. The sidewalks if there was time to get it reviewed were requested.

Council Member Nelson made a motion to adjourn at 9:29 p.m. Council Member Atkinson seconded the motion with all council members present voting in favor of the motion.

The undersigned duly acting and appointed Recorder for Garland City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above-referenced date.



Sharlet Anderson, City Recorder