

**Garland City Corporation
City Council Meetings
January 15, 2025**

Members Present - City Council:

Jeanette Atkinson
John Losee
Josh Munns
Tena Allen
Linda Bourne, Mayor
Kristal Edwards, City Deputy Recorder

Members Absent -

Council Member Nelson
Sharlet Anderson, City Recorder

City Council Work Session

Mayor Bourne called the January 15, 2025, work session to order at 6:01 p.m. at the Garland City Building. The following Department Heads were also present: Park and Rec Director Shannon King, Public Works Director Skylar Hachmeister, Police Lieutenant Skyler Gailey, and Emergency Preparedness Manager Lanette Sorensen.

Department Head Reports

Shannon reported that the soccer registration has begun online. In addition, he reported that the EMS building restrooms are finished, however, there is no running water and he will be troubleshooting the issue this week. Lastly, he requested a new computer since the current one has significant delays in loading and opening any programs.

Skylar reported that additional skimmers are needed for the sewer project and that the U.V. trench light and fuse have been fixed. Moving forward, there will be waste-out reads two times a week. In addition, he reported that a couple of potholes have been covered, and new crosswalk signs have been installed on 1400 South. Sunrise Engineering completed a Lead and Copper sampling survey for residents. Furthermore, he reported that he is working with Core & Main to correct meters.

Lieutenant Gailey reported that the total number of cases for the end of 2023 was 8,000, while the number of cases for the most recent year, 2024, has risen to 11,000. He reported that the police budget is on track and that there has been a wage increase for deputies. In addition, he is preparing the budget for the next fiscal year.

Lanette reported that 34 residents took the flooding surveys and she is currently drafting a report. She provided an update on the upcoming Preparedness Fair, noting that additional vendors from the community will be in attendance and holding classes in the armory. She provided information regarding a plan to create a scavenger hunt with prizes. A small discussion ensued.

Tiffanie Smith, City Treasurer, provided an update on a couple of accounts regarding meter readings, billing adjustments, and an incorrect system error. She reported that we are looking into a new software accounting system that would include a detailed report of usage and shut-off notices in the resident's monthly billing statements. A small discussion ensued.

Mayor Bourne reported that we received nine bids for the West Factory Street UPRR Storm Water Crossing project ranging from \$382,000 to \$850,000.

The meeting was adjourned at 7:09 p.m. by consensus of the Council.

City Council Meeting

Mayor Bourne called the January 15, 2025, City Council Meeting to order at 7:12 p.m. at the Garland City Building. Council Member Atkinson offered a thought and prayer and the Pledge of Allegiance was led by Council Member Losee.

Mayor Bourne excused Council Member Nelson.

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

Council Member Atkinson motioned to approve the December 18, 2024, city council minutes. Council Member Munns seconded the motion with all council members present voting in favor of the motion. Motion approved.

Open Comments

Danny Austin reported feedback on his utility billing regarding his water meter readings and gallons used that were not displayed on his billing statement. In addition, he reported that the new street signs installed off of Canal Bank Road do not work as intended per the 18-wheelers are still utilizing the bridge and not stopping at the stop sign. He requested for police assistance to monitor the area.

Merrilee Gardner reported that during her employment with Garland City, there was a way to pull meter reports on the software system.

Ryan Chapman reported his water meter had not been pulling in a read for 9 months and is concerned that the overage he is being billed for is inaccurate. He mentioned he had done his own research and stated it is possible for some meters to read 'air' if there is low water pressure.

Ordinance and Resolutions

Mayor Bourne provided an update on the proposed Ordinance O-25-01 Disposing of Real Property. The update included details for the Council's consideration. After reviewing the ordinance, Council Member Losee provided feedback on the corrections that are needed in the document. Council Member Losee motioned to

table Ordinance O-25-01 until all corrections have been made. Council Member Munns seconded the motion with all council members present voting in favor of the motion. Motion approved.

Old Business

Discussion and Possible Action on 400 East Property

Mayor Bourne reported that there is no update from the realtor for pricing on the 400 East property. A small discussion ensued. Council Member Munns motioned to table discussion on the 400 East property until we get estimates on prices and property ideas. Council Member Atkinson seconded the motion with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on Properties that Require Attention

Mayor Bourne reported that there had been two certified letters sent to the owner of an abandoned house on West Factory Street. A relative received one of the letters and reported that they would remodel the house to make it a livable home. It was proposed that there would be an extension until February 7, 2025, for the house to be constructed into a livable space, and if no progress is made by that date, the property will be turned over to the attorney for condemnation. Council Member Losee motioned to extend action on the property until February 7, 2025, and after turn it over to condemnation for the process to continue. Council Member Allen seconded the motion with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on Collection Agency and Outstanding Utility Bills

Mayor Bourne stated that there has been no update from Steve and that she has sent a follow-up email to him regarding the collection agency and utility billing. Council Member Atkinson motioned to table the action for the collection agency and outstanding utility bills. Council Member Munns seconded the motion with all council members present voting in favor of the motion. Motion approved.

New Business

Discussion and Possible Action on West Factory UPRR Storm Water Crossing Bids

City Engineer Todd Freeman reported that there were nine bids received for the West Factory UPRR Storm Water Crossing public bid opening. He reported the lowest bid, submitted by Alta, is the selected contractor for the project. A small discussion ensued. Council Member Atkinson motioned to accept the bid from Alta. Council Member Losee seconded the motion with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on Park & Rec New Computer/Monitor

Mayor Bourne proposed that the new computer and monitor request for the Park & Rec Director would come out of the Park & Rec budget. Council Member Losee motioned to approve the Park & Rec new computer and request within the budget. Council Member Allen seconded the motion with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on Public Works Water Meters

Council Member Losee proposed to backdate all meters that were not pulling a digital read into the software system to the date of when the new meters were replaced. Council Member Allen proposed that we seek legal counsel before proceeding with a final decision. A discussion ensued.

Council Member Munns motioned that the water meters should be backdated to when the new water meter was installed. We give a \$100 credit back to residents who have already paid an overage balance. In addition, if a meter does not read through the system, a meter needs to be manually read for proper billing. Lastly, if we cannot confirm an overage, we don't go back on a resident due to city equipment not working correctly. Mayor Bourne called for a second three times, with no response. As no second was made, the motion failed.

Council Member Losee motioned that we start a new billing period once a new meter has been set and if a resident has paid an overage in full, we credit their account with the overage amount. Council Member Munns seconded, Council Member Atkinson and Allen opposed the motion. Motion Failed.

Council Member Losee motioned to start new billing and forgive all overage from certain date and if resident has already paid an overage then we refund overage amount. Council Member Munns seconded the motion. Council Member Atkinson and Allen opposed the motion. Motion Failed.

Council Member Atkinson motioned to table the discussion for possible action on the public works water meters until we obtain legal counsel and that we look into our Pelorus software system and new billing systems available so that the city does not encounter reoccurring issue. Council Member Allen seconded the motion. Council Member Munns wanted to make a friendly amendment to suspend collections of water meter overage until we obtain legal counsel. Council Member Atkinson agreed to the friendly amendment. Council Member Losee seconded the friendly amendment with all council members present voting in favor of the motion. Motion approved.

Mayor and City Council Reports

Mayor Bourne provided an update that the Bear River Sampling will now be charging \$200 for the annual sampling fee.

January 23, 2025, the Lions Club will be celebrating their 95th year at the Tremonton Public Works building.

During the recent garbage can audit, some residents were not being charged for a second garbage can. Moving forward, Mayor Bourne reported that all new and old cans will be documented.

Mayor Bourne asked for the council members to review the book Chief Harrington provided.

Council Member Allen did not have anything further to report.

Council Member Atkinson reported a Wheat & Beet Days meeting will be held on January 22, 2025. In addition, the City Celebration of 2025 will be held on August 1st-2nd. She asked for council members to go look at the property on 400 East before the next council meeting.

Council Member Losee provided the library update for budget discussion to begin earlier. The library has requested to separate from the Tremonton software, as their pricing will double starting in March. A small discussion ensued.

Council Member Munns did not have anything further to report.

Council Member Atkinson reported that an application has been submitted for the Tourism Grant.

Financial Review – Approval of Payroll and Accounts Payable

Council Member Atkinson motioned to approve the coding for payroll and utility accounts payable. Council Member Allen seconded the motion with all council members present voting in favor of the motion. Motion approved.

Requests for Future Agenda Items

Council Member Munns inquired about impact fees and annexation update. Mayor Bourne will be in contact with Garland City Planner, Valerie, for an update.

Mayor Bourne asked Council Member Losee if he would like Utopia to be listed on the next agenda. Council Member Losee stated he would hold off until he connects with someone from Utopia.

Vote on water meter overage billing.

Council Member Atkinson requested that the fire department's future plan be added to the next work session.

Council Member Allen requested to have signage off of the highway or Lakeshore to connect with UDOT for signage and Google Maps.

Council Member Losee requested a discussion of the current zoning map.

Council Member Losee motioned to adjourn at 9:38 p.m. Council Member Munns seconded the motion with all council members present voting in favor of the motion.

The undersigned duly acting and appointed Deputy 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.


Kristal Edwards, City Deputy Recorder