



**Tuesday, March 9, 2021, 7:00pm**

Notice is hereby given that the City Council of Blanding, Utah will hold a Regular Council Meeting on March 9, 2021 at the City Office, 50 West 100 South Street, which meeting will begin promptly at 7:00 pm.

*Due to the COVID-19 outbreak and the emergency declaration by the State of Utah, members of the public may be limited to maintain social distancing. Go to <https://bit.ly/2UUJBh2> to view the meeting live on YouTube. If the public wishes to comment, they may email a short and concise comment to [cityoffice@blanding-ut.gov](mailto:cityoffice@blanding-ut.gov). Comments shorter than three minutes in length that are received before the start of the meeting may be read during the open forum portion of the meeting.*

*In compliance with the ADA, individuals needing special accommodations during this meeting may call the City Offices at (435) 678-2791 at least twenty-four hours in advance. Every effort will be made to provide the appropriate services. One or more members may participate in the meeting electronically, according to Blanding City Ordinance 1-5-5-F regarding electronic meeting participation. All agenda times are approximate.*

### **POLICY MEETING**

- I. Call to Order
- II. Roll Call
- III. Prayer or Thought  
Anyone in attendance is invited to notify the Mayor prior to the meeting if they would like to offer a prayer or thought.
- IV. Pledge of Allegiance
- V. Approval: Consent Agenda and Minutes from February 23, 2021
- VI. Declaration of Conflicts of Interest

### **Public Input**

Anyone wishing to address the Council on any item is invited to do so. Public Input is an opportunity for the public to bring information to the Council. Clarifying questions may be asked by the Council, but it is not an appropriate time for substantive discussion.

### **Reports**

1. Mayor
  - a. Appointment to the Blanding Legacy Trust Board
2. City Council
3. Administration
  - a. National Honor Society Request
  - b. CARES Act Spending
4. Staff
  - a. Financial Status Report
  - b. Police Report
  - c. Recreation Report
  - d. Water Report
  - e. Airport AWOS

### **Public Hearing**

1. None

### **Discussion Items**

1. Salary Market Studies, New-Hire Offers & Retention Offers, David Johnson

Page 19



### **Business Items**

1. None

### **Closed Session**

Motion to enter into closed session for any of the following: purchase, exchange, or lease of real property; discussion regarding deployment of security personnel, devices, or systems; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual.

### **Adjournment**



### CITY COUNCIL MEETING

Blanding City Office, 50 W 100 S, Blanding Utah 84511

Tuesday, February 23, 2021

Present:

Mayor:

City Councilmembers:

Joe B Lyman

Logan Monson

Robert Turk

Cheryl Bowers

Kellen Nielson

City Manager:

David S. Johnson

City Finance Director:

Kim Palmer

City Engineer:

Terry Ekker

City Community Development Director:

Bret Hosler

City Economic Development Specialist:

Pratt Redd

City Recreation Director:

David Palmer

Absent: Kd Perkins

Others: Valerie Turk, Javin Ivins, Scoot Flannery

Prayer/Thought - The prayer/thought was offered by Kim Palmer

1. The Pledge of Allegiance was recited.
2. **Councilmember Monson moved to approve the minutes of the February 9, 2021 meeting and consent agenda. Councilmember Turk seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

**Those voting AYE**

**Councilmember Bowers  
Councilmember Monson  
Councilmember Turk  
Councilmember Nielson**

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

## PUBLIC INPUT

None

## REPORTS

### 1. Mayor - None

### 2. City Council

Councilmember Nielson reported that he had discussed the need for a polling place in Blanding with the County Clerk. The County is supportive of a polling place in Blanding, but the issue of a Navajo interpreter is making it difficult to put in place.

### 3. Administration

City Administrator David Johnson reported that the Bandis Annexation would be brought back to Council at the next meeting for re-approval. The 60 day deadline has expired in getting it recorded after the prior approval. There had been some issues with getting the survey plat completed.

### 4. Staff

#### a. Financial Report - Kim Palmer

Ms. Palmer reported that general fund revenues were above budget and expenses were below. Sales tax numbers continue to be above what was anticipated. When asked what might be driving that, Ms. Palmer responded that people are doing more shopping locally and online.

#### b. Project Status Report - Terry Ekker

Mr. Ekker shared a video produced by UAMPS about the Carbon Free Power Project. The video was being used to create interest for additional partners in the project.

##### ***Dam Site Feasibility Study***

Javin Ivins from Jones & Demille engineering discussed the dam site feasibility study included in the packet. The study of potential locations was completed showing two potential sites for a reservoir. The development of a reservoir would increase the water storage capacity for the City. Currently the water storage capacity is 3600 acre feet. The addition of another reservoir would increase water storage capacity 80 - 110 acre feet. Each of the two sites presented had pros and cons, however the JC-2 site seemed to be more favorable during the discussion and was recommended by Mr. Ivins. When asked where the discussion on a new dam site would go from here, Mr. Ekker assured the Council that the City has plenty of capacity at this time. However, the discussion should continue and partners in the project should be sought. Both the Blanding Irrigation Company and the Water Conservancy District would be approached regarding their interest in the project. When asked how viable the study would be over time, Mr. Ekker responded that the study will be relevant and helpful for

several years down the road. Council encouraged staff to continue the discussions on the development of additional water storage reservoirs.

## **PUBLIC HEARING**

**Councilmember Turk moved to enter a public hearing. Councilmember Nielson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

<b>Those voting AYE</b>	<b>Councilmember Bowers</b>
	<b>Councilmember Monson</b>
	<b>Councilmember Turk</b>
	<b>Councilmember Nielson</b>

<b>Those voting NAY</b>	<b>NONE</b>
-------------------------	-------------

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

Council Enter a public hearing at 7:45 p.m.

Three items were available for public comment.

1. Discussion Items Policy Code
2. Financial Officer Mayor Designee Code Amendment
3. Purchasing Procedures Code Amendment

There were no comments regarding any of the three items.

**Councilmember Bowers moved to leave the public hearing and reenter the open meeting. Councilmember Monson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

<b>Those voting AYE</b>	<b>Councilmember Bowers</b>
	<b>Councilmember Monson</b>
	<b>Councilmember Turk</b>
	<b>Councilmember Nielson</b>

<b>Those voting NAY</b>	<b>NONE</b>
-------------------------	-------------

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

Council left the public hearing and re-entered the open meeting at 7:54 p.m.

## **DISCUSSION ITEMS - None**

## **BUSINESS ITEMS**

### **1. Appointment to the Planning Commission - Mayor Lyman**

Through advice and consent Council approved the appointment of Shawn Begay to the Planning Commission.

### **2. Discussion Items Policy - Ordinance 2021-1 - David Johnson**

Councilmember Monson moved to approve Ordinance 2021-1. Councilmember Turk seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:

**Those voting AYE**

**Councilmember Bowers  
Councilmember Monson  
Councilmember Turk  
Councilmember Nielson**

**Those voting NAY**

**NONE**

Constituting all members thereof, Mayor Lyman declared the motion carried.

### **3. Financial Officer Mayor Designee Amendment - Ordinance 2021-2 - David Johnson**

Councilmember Monson moved to approve Ordinance 2021-2. Councilmember Nielson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:

**Those voting AYE**

**Councilmember Bowers  
Councilmember Monson  
Councilmember Turk  
Councilmember Nielson**

**Those voting NAY**

**NONE**

Constituting all members thereof, Mayor Lyman declared the motion carried.

### **4. Purchasing Procedures Amendment - Ordinance 2021-3 - David Johnson**

Councilmember Turk moved to approve Ordinance 2021-3. Councilmember Monson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:

**Those voting AYE**

**Councilmember Perkins  
Councilmember Monson**

Councilmember Turk  
Councilmember Nielson

Those voting NAY                      NONE

Constituting all members thereof, Mayor Lyman declared the motion carried.

**5. Purchasing Procedures Resolution 02-23-02021-1 - David Johnson**

Mr. Johnson explained the resolution was necessary to set into place the administrative policy the purchasing code refers to.

**Councilmember Bowers moved to approve Resolution 02-23-2021-1 - Purchasing Procedures Policy. Councilmember Monson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

Those voting AYE                      Councilmember Perkins  
   Councilmember Monson  
   Councilmember Turk  
   Councilmember Nielson

Those voting NAY                      NONE

Constituting all members thereof, Mayor Lyman declared the motion carried.

**6. Transportation Master Plan 02-23-02021-2 - Terry Ekker**

Mr. Ekker briefly reviewed the process taken in developing the transportation plan over the past year. He recommended that Council approve the plan. Jones & Demille Engineer, Scoot Flannery discussed the components and purpose of the plan. The plan will be beneficial to developers and to the future growth of the City, giving a direction for future roads and development. When asked if requested concerns and changes were addressed, both Mr Ekker and Mr. Flannery responded they had all been addressed. Recommended code changes were also presented by Mr. Flannery to which Council determined needed further discussion and consideration before approving.

**Councilmember Monson moved to approve Resolution 02-23-2021-2 Transportation Master Plan. Councilmember Monson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

Those voting AYE                      Councilmember Perkins  
   Councilmember Monson  
   Councilmember Turk  
   Councilmember Nielson

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

#### **7. Capital Projects Plan - David Johnson**

Mr. Johnson discussed the Capital Projects Plan and items on the list. He reminded Council that the plan is a working document that can be changed and altered if needed. When discussing individual projects Mr. Johnson shared that a Parks, Recreation and Trails Plan would be beneficial to the City in seeking funding for projects. Currently the DWR is awaiting the development of a plan by the City to move forward as a partner in a project at Recapture Reservoir. He also discussed the need for a water fill station, in which visitors and others could purchase treated City water. He also discussed the bids received for the shade structures, the infield dirt and the pavilion projects. Bids had come in at costs higher than anticipated and those items had been removed from the list, however if Council determined they wanted to see those projects completed they could be added back in. . Councilmembers expressed their frustration with the Capital Projects Plan, stating that it appears we add things and then never accomplish completing them. Ms. Palmer reminded Council that the plan can be changed to include or exclude whatever they determine. Mayor Lyman expressed concerns with the continued O & M on some of the items listed. He encouraged everyone to take those costs into consideration when determining items on the list. He would like to see more needs on the list, than wants. After a lengthy discussion Council concluded that the shade structure and pavilion should be added back to the list. Staff committed to including more information regarding available funds for projects and future planning when presenting the Capital Projects Plan and during budget development.

**Councilmember Turk moved to approve the Capital Projects Plan, with the requested changes. Councilmember Bowers seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote.**

**Voting was as follows:**

**Those voting AYE**

**Councilmember Perkins  
Councilmember Monson  
Councilmember Turk  
Councilmember Nielson**

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**



## **ADJOURNMENT**

**Councilmember Monson moved to adjourn the meeting. Councilmember Turk seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

**Those voting AYE**

**Councilmember Perkins  
Councilmember Monson  
Councilmember Turk  
Councilmember Nielson**

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

Council adjourned the meeting at 9:15 p.m.

By: \_\_\_\_\_  
Kim Palmer, Deputy Recorder

Audio: <https://www.youtube.com/watch?v=MXqMTTjO2o0>

**City of Blanding**  
**Invoice Register - 2/18/2021 to 3/2/2021 - All Invoices**

3/2/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
602414	Aflac	0	3/1/2021	3/1/2021	\$1,550.08			
					1,550.08	102226	HEALTH INSURANCE PAYABL	HEALTH INSURANCE
1001514	BEAR SKINS CUSTOM INK	49836	2/25/2021	2/25/2021	\$202.71			
					202.71	1065390	ParksRec VOLLEYBALL EXPE	VOLLEYBALL UNIFORMS
1001528	BEAR SKINS CUSTOM INK	49836	2/25/2021	2/25/2021	\$14.53			
					14.53	1065390	ParksRec VOLLEYBALL EXPE	VOLLEYBALL UNIFORMS
	<b>Vendor Total:</b>				<b>\$217.24</b>			
02252021	BLANDING CITY	49837	2/25/2021	2/25/2021	\$7,702.64			
					51.03	1050270	Visitor Cntr UTILITIES	12 N GRAYSON PKWY - PIONE
					313.73	1050270	Visitor Cntr UTILITIES	12 N GRAYSON PKWY
					44.00	1050270	Visitor Cntr UTILITIES	12 N GRAYSON PKWY - PARK
					509.02	1052270	Police UTILITIES	167 E 500 N - POLICE STATION
					565.05	1053270	Fire UTILITIES	360 W 200 S FIRE STATION
					283.98	1053270	Fire UTILITIES	360 W 200 S FIRE DEPT EXPA
					917.06	1060270	Streets UTILITIES	567 W 550 N - SHOP NEW
					16.00	1065270	ParksRec UTILITIES	OUT OF CITY LIMITS - 3 RD R
					24.00	1065270	ParksRec UTILITIES	GOLF COURSE
					16.52	1065270	ParksRec UTILITIES	900 S 300 W REC STORAGE 4
					25.00	1065270	ParksRec UTILITIES	3030 N RESERVOIR RD
					16.00	1065270	ParksRec UTILITIES	OCL/GOLF COURSE WATER
					44.00	1065270	ParksRec UTILITIES	200-300 S 100 W LLEAGUE PA
					34.28	1065270	ParksRec UTILITIES	TENNIS COURT
					364.74	1065270	ParksRec UTILITIES	900 S 300 W 4 PLEX RESTRO
					74.79	1065270	ParksRec UTILITIES	550 S MAIN - SOUTH PARK
					139.00	1065270	ParksRec UTILITIES	1090 S 100 W 4 PLEX - RAW W
					122.12	1065270	ParksRec UTILITIES	1095 S 100 W
					1,316.03	1066270	Wellness Center UTILITIES	1013 S 300 W - WELLNESS CE
					100.83	5140270	UTILITIES	MILLION GALLON TANK - 3RD
					27.05	5140270	UTILITIES	161 S MAIN - G&H WATER
					132.92	5140270	UTILITIES	50 W 100 S - JAIL
					22.00	5140270	UTILITIES	CENTER ST - PALMERS WATE
					19.42	5140270	UTILITIES	OCL BY SMITHS FIELDS
					27.15	5140270	UTILITIES	120 S MAIN - CB'S
					20.34	5140270	UTILITIES	VISITOR CENTER WELL #2
					1,566.96	5140270	UTILITIES	N RESERVOIR RD TREATMEN
					26.49	5240270	UTILITIES	N HWY 191 - JOHN IMLAY SE
					17.97	5240270	UTILITIES	260 W 1600 S - PUMP STATION
					52.14	5240270	UTILITIES	LLEAGUE BOOSTER PUMP ST
					66.93	5240270	UTILITIES	491 S 650 W WHITE ROCKS P
					19.72	5240270	UTILITIES	141 E 800 S - LIFT STATION
					17.52	5340270	UTILITIES	198 E 200 S
					521.33	5340270	UTILITIES	50 W 100 S - OFFICE
					36.83	5440270	UTILITIES	NATURAL GAS BORDER STATI
					150.69	5440270	UTILITIES	153 S 400 W - OLD SHOP
03012021	BOSMAN, YVONNE	49838	2/25/2021	2/25/2021	\$50.00			
					50.00	103674	VOLLEYBALL REVENUE	VOLLEYBALL REFUND
70532095	CARDWELL DISTRIBUTING	1	2/28/2021	2/28/2021	\$1,970.54			
					32.33	1046250	Airport EQUIPMENT - SUPPLIE	AIRPORT - BRET
					224.11	1052250	Police EQUIPMENT - SUPPLIE	POLICE - COLE
					84.14	1052250	Police EQUIPMENT - SUPPLIE	POLICE - JJ
					168.63	1052250	Police EQUIPMENT - SUPPLIE	POLICE - JARED
					310.89	1052250	Police EQUIPMENT - SUPPLIE	POLICE - CHRIS
					153.11	1052250	Police EQUIPMENT - SUPPLIE	POLICE - TREY

**City of Blanding**  
**Invoice Register - 2/18/2021 to 3/2/2021 - All Invoices**

3/2/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
					45.92	1060250	Streets EQUIPMENT - SUPPLI	STREETS - TREVOR
					165.07	1065250	ParksRec EQUIPMENT - SUPP	PARKS CREW - BRIAN
					141.20	5140250	EQUIPMENT - SUPPLIES & M	WATER - DAVID L
					120.46	5240250	EQUIPMENT - SUPPLIES & M	SEWER - DAVE H
					70.34	5240250	EQUIPMENT - SUPPLIES & M	SEWER - HAYDEN
					253.70	5340250	EQUIPMENT - SUPPLIES & M	ELEC - PRESTON
					42.18	5340250	EQUIPMENT - SUPPLIES & M	ELECTRIC - BAILEY
					-8.82	5340250	EQUIPMENT - SUPPLIES & M	CREDIT
					44.31	5340250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT -
					122.97	5440250	EQUIPMENT - SUPPLIES & M	NATURAL GAS - CHAS
02022021	CHRISTIANSEN, MARK	49820	2/19/2021	2/19/2021	\$150.00			
					150.00	5340250	EQUIPMENT - SUPPLIES & M	SERVICE UPGRADE
4506	COUNTRY COMFORT LLC SHELBY E	49839	2/24/2021	2/24/2021	\$60.00			
					60.00	1065250	ParksRec EQUIPMENT - SUPP	PARK RESTROOMS
4511	COUNTRY COMFORT LLC SHELBY E	49839	2/24/2021	2/24/2021	\$60.00			
					60.00	1065250	ParksRec EQUIPMENT - SUPP	PARK RESTROOMS
4512	COUNTRY COMFORT LLC SHELBY E	49839	2/24/2021	2/24/2021	\$60.00			
					60.00	1065250	ParksRec EQUIPMENT - SUPP	PARK RESTROOMS
	<b>Vendor Total:</b>				<b>\$180.00</b>			
PR022521-502	EFTPS	0	2/26/2021	2/26/2021	\$28,589.99			
					16,223.20	102221	FEDERAL TAX / FICA PAYABLE	Social Security Tax
					3,794.16	102221	FEDERAL TAX / FICA PAYABLE	Medicare Tax
					8,572.63	102221	FEDERAL TAX / FICA PAYABLE	Federal Income Tax
02222021	EKKER, TERRY	49822	2/22/2021	2/22/2021	\$542.80			
					542.80	5140310	PROFESSIONAL/TECHNICAL	WATER USERS
93992745	ESRI	49841	2/24/2021	2/24/2021	\$1,904.00			
					1,904.00	5340250	EQUIPMENT - SUPPLIES & M	ARC VIEW - 5/01/2021-04/30/20
om92ibz	HEALTH EQUITY - HSA	1	2/24/2021	2/24/2021	\$24.75			
					24.75	102226.1	HSA PAYABLE	HSA FEE
PR022521-7854	HEALTH EQUITY - HSA	1	2/26/2021	2/26/2021	\$2,428.64			
					1,557.72	102226.1	HSA PAYABLE	Health Savings Plan - Employer
					615.00	102226.1	HSA PAYABLE	Health Savings Plan Employee
					255.92	102226.1	HSA PAYABLE	Health Savings Plan - Employer
	<b>Vendor Total:</b>				<b>\$2,453.39</b>			
022222021	LYMAN, DAVID	49826	2/22/2021	2/22/2021	\$556.80			
					556.80	5140230	TRAVEL	WATER USER CONF - DAVID L
Refund: 5533414	LYMAN, PRESLEY & LEAH	49833	2/22/2021	2/22/2021	\$342.08			
					342.08	531310	ACCOUNTS RECEIVABLE	Refund: 553341405 - LYMAN, P
777927	MOTOR PARTS	49842	2/22/2021	2/22/2021	\$20.99			
					20.99	5340250	EQUIPMENT - SUPPLIES & M	SUPPLIES & EQUIPMENT
777952	MOTOR PARTS	49842	2/22/2021	2/22/2021	\$26.99			
					26.99	5340250	EQUIPMENT - SUPPLIES & M	SUPPLIES & EQUIPMENT
778021	MOTOR PARTS	49842	2/23/2021	2/23/2021	\$44.06			
					44.06	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES & EQUIPMENT
778079	MOTOR PARTS	49842	2/24/2021	2/24/2021	\$102.99			
					102.99	5140250	EQUIPMENT - SUPPLIES & M	VALVE EXCERCISER REPAIRS
778091	MOTOR PARTS	49842	2/24/2021	2/24/2021	\$76.47			
					76.47	1065250	ParksRec EQUIPMENT - SUPP	REPAIRS AND SUPPLIES
778092	MOTOR PARTS	49842	2/24/2021	2/24/2021	\$11.99			
					11.99	1065250	ParksRec EQUIPMENT - SUPP	REPAIRS AND SUPPLIES

**City of Blanding**  
**Invoice Register - 2/18/2021 to 3/2/2021 - All Invoices**

3/2/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
	<b>Vendor Total:</b>				<b>\$283.49</b>			
RFD 101396001.	OCHOA, FRED W	49835	2/19/2021	2/19/2021	\$56.26	532290	CUSTOMER DEPOSITS	Deposit Refund: 101396001 - O
CR215235	PACIFICORP-MAINT	49843	2/22/2021	2/22/2021	\$13,646.45			
					13,646.45	5340250	EQUIPMENT - SUPPLIES & M	ELECTRIC UTILITY SVCS AGR
INV161740	PACKARD WHOLESALE CO	49844	2/24/2021	2/24/2021	\$78.23			
					21.15	1043250	Covid OTHER EXPENSES	CLEANING SUPPLIES - COVID
					57.08	1066250	Wellness Center EQUIPMENT -	SUPPLIES & EQUIPMENT
INV161759	PACKARD WHOLESALE CO	49844	2/22/2021	2/22/2021	\$63.54			
					63.54	1043250	Covid OTHER EXPENSES	CLEANING SUPPLIES - COVID
	<b>Vendor Total:</b>				<b>\$141.77</b>			
02242021	PALMER, BETHANIE	49845	2/24/2021	2/24/2021	\$60.00			
					60.00	103674	VOLLEYBALL REVENUE	REFUND VB REGISTRATION
221050	PIPELINE ASSOCIATION FOR PUBLIC	49846	2/22/2021	2/22/2021	\$670.00			
					670.00	5440310	PROFESSIONAL/TECHNICAL	GAS DAMAGE PREVENTION &
02202021	PUBLIC EMPLOYEES HEALTH PROG	49829	2/22/2021	2/22/2021	\$19,254.62			
					19,254.62	102226	HEALTH INSURANCE PAYABL	HEALTH INSURANCE
403323	REDD'S ACE HARDWARE	49830	2/19/2021	2/19/2021	\$8.98			
					8.98	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT
403372	REDD'S ACE HARDWARE	49847	2/22/2021	2/22/2021	\$9.99			
					9.99	5140250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
403384	REDD'S ACE HARDWARE	49847	2/22/2021	2/22/2021	\$23.96			
					23.96	1066260	Wellness Center BUILDINGS -	SUPPLIES AND EQUIPMENT
403439	REDD'S ACE HARDWARE	49847	2/23/2021	2/23/2021	\$6.25			
					6.25	5340250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
403461	REDD'S ACE HARDWARE	49847	2/23/2021	2/23/2021	\$6.59			
					6.59	5140250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
403528	REDD'S ACE HARDWARE	49847	2/24/2021	2/24/2021	\$124.95			
					124.95	1053250	Fire EQUIPMENT - SUPPLIES	SUPPLIES AND EQUIPMENT
403588	REDD'S ACE HARDWARE	49847	2/25/2021	2/25/2021	\$9.98			
					9.98	5440250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
403594	REDD'S ACE HARDWARE	49847	2/25/2021	2/25/2021	\$3.59			
					3.59	5140250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
403727	REDD'S ACE HARDWARE	49847	3/1/2021	3/1/2021	\$101.94			
					101.94	5140250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
	<b>Vendor Total:</b>				<b>\$296.23</b>			
03012021	SPILLMAN, SHYANNE	49848	3/1/2021	3/1/2021	\$75.00			
					75.00	1053260	Fire BUILDINGS - SUPPLIES &	FIRE STATION CLEANING
PR022521-277	UTAH STATE RETIREMENT	2	2/26/2021	2/26/2021	\$24,640.41			
					21,031.26	102225	RETIREMENT PAYABLE	Retirement
					3,409.15	102225	RETIREMENT PAYABLE	401k
					200.00	102225	RETIREMENT PAYABLE	Roth IRA - URS
02162021	UTAH STATE TAX COMMISSION	0	2/22/2021	2/22/2021	\$14,210.95			
					321.53	102300	SALES TAX PAYABLE	SALES TAX - VC & WC
					9,337.94	532300	SALES TAX PAYABLE	SALES TAX
					4,551.48	542300	SALES TAX PAYABLE	SALES TAX
PR022521-281	UTAH STATE TAX COMMISSION	49849	2/26/2021	2/26/2021	\$5,413.47			
					5,413.47	102223	STATE WITHHOLDING PAYAB	State Income Tax

**City of Blanding**  
**Invoice Register - 2/18/2021 to 3/2/2021 - All Invoices**

3/2/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
02252021	WASTE MANAGEMENT	49850	2/25/2021	2/25/2021	\$15,110.76			
					15,110.76	5740310	PROFESSIONAL/TECHNICAL	TRASH REMOVAL
7477142	WORKERS COMPENSATION FUND	49851	3/1/2021	3/1/2021	\$2,312.18			
					2,312.18	102224	WORKERS COMPENSATION P	WORKERS COMPENSATION
54307	XPRESS BILL PAY	1	2/22/2021	2/22/2021	\$546.20			
					546.20	5340310	PROFESSIONAL/TECHNICAL	ONLINE BILL PAY - JAN USE
		<b>Total:</b>			<b>\$142,927.35</b>			

**GL Account Summary**

28,589.99	102221	FEDERAL TAX / FICA PAYABLE
5,413.47	102223	STATE WITHHOLDING PAYAB
2,312.18	102224	WORKERS COMPENSATION P
24,640.41	102225	RETIREMENT PAYABLE
20,804.70	102226	HEALTH INSURANCE PAYABL
2,453.39	102226.1	HSA PAYABLE
321.53	102300	SALES TAX PAYABLE
110.00	103674	VOLLEYBALL REVENUE
84.69	1043250	Covid OTHER EXPENSES
32.33	1046250	Airport EQUIPMENT - SUPPLIE
408.76	1050270	Visitor Cntr UTILITIES
940.88	1052250	Police EQUIPMENT - SUPPLIE
509.02	1052270	Police UTILITIES
124.95	1053250	Fire EQUIPMENT - SUPPLIES
75.00	1053260	Fire BUILDINGS - SUPPLIES &
849.03	1053270	Fire UTILITIES
98.96	1060250	Streets EQUIPMENT - SUPPLI
917.06	1060270	Streets UTILITIES
433.53	1065250	ParksRec EQUIPMENT - SUPP
876.45	1065270	ParksRec UTILITIES
217.24	1065390	ParksRec VOLLEYBALL EXPE
57.08	1066250	Wellness Center EQUIPMENT -
23.96	1066260	Wellness Center BUILDINGS -
1,316.03	1066270	Wellness Center UTILITIES
<b>91,610.64</b>		<b>Total</b>

556.80	5140230	TRAVEL
366.30	5140250	EQUIPMENT - SUPPLIES & M
1,916.67	5140270	UTILITIES
542.80	5140310	PROFESSIONAL/TECHNICAL
<b>3,382.57</b>		<b>Total</b>

190.80	5240250	EQUIPMENT - SUPPLIES & M
183.25	5240270	UTILITIES
<b>374.05</b>		<b>Total</b>

342.08	531310	ACCOUNTS RECEIVABLE
56.26	532290	CUSTOMER DEPOSITS
9,337.94	532300	SALES TAX PAYABLE
16,086.05	5340250	EQUIPMENT - SUPPLIES & M
538.85	5340270	UTILITIES
546.20	5340310	PROFESSIONAL/TECHNICAL
<b>26,907.38</b>		<b>Total</b>

4,551.48	542300	SALES TAX PAYABLE
132.95	5440250	EQUIPMENT - SUPPLIES & M
187.52	5440270	UTILITIES

**City of Blanding**  
**Invoice Register - 2/18/2021 to 3/2/2021 - All Invoices**

3/2/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					670.00	5440310	PROFESSIONAL/TECHNICAL	
					<b>5,541.95</b>		<b>Total</b>	
					15,110.76	5740310	PROFESSIONAL/TECHNICAL	
					<b>\$142,927.35</b>		<b>GL Account Summary Total</b>	

	February 2021 Police Department Statistics				
	Incidents by type		2021 vs. 2020		
	911 Hang Up	5	2021 Total Arrests/Charges		46 with 1 warrant
	Agency Assist	1	2021 Total Citations Issued:		119 with 149 violations
	Animail Control Initiated	1	2021 Total Incidents:		90
	Animail Problem	7			
	Assault	3	2020 Total Arrests/Charges		24 with 1 Warrant
	Business Alarm	2	2020 Total Citations Issued:		50 with 64 violations
	Citizen Assist	5	2020 Total Incidents:		91
	Civil Problem	2			
	Child/Property Exchange	2	Trainings:		
	Counterfeit	1			
	Criminal Trespass	1			
	Disorderly Conduct	1			
	Vicious Animal	1	Statistics by Officer		
	Distribution/Possession	7	Chief JJ Bradford		
	DUI Alcohol or Drugs	3	Arrest/Charges	---	
	Domestic Assault	2	Citations:	2 with 2 violations	
	Fraud	1	Incidents:	29	
	Intoxicated Person	1			
	Medical Emergency	1	Sgt. Jared Hillhouse		
	Missing Person	1	Arrest/Charges	---	
	Noise Complaint	1	Citations:	3 with 3 violations	
	Officer Report	5	Incidents:	16	
	PR Events	3			
	Sex Offense	1	Officer Trey McDonald		
	Stalking	1	Arrest/Charges	9 with 1 warrant	
	Attempted Suicide	3	Citations:	27 with 32 violations	
	Suspicious Person/Circumstance	7	Incidents:	11	
	Theft	1			
	Traffic Accident PD	3	Officer Cole Palmer		
	Traffic Accident PI	1	Arrest/Charges	16	
	Trespassing	1	Citations:	27 with 34 violations	
	Vandalism	2	Incidents:	12	
	VIN Inspection	7			
	Warrant	1	Officer Chris Sanchez		
	Welfare Check	4	Arrest/Charges	21	
			Citations:	60 with 79 violations	
			Incidents:	21	
			Animal calls: 8 animal calls, 2 dogs picked up and returned to owners. 1 dog held for Sheriff's office		
	Total	90			

# City Council Meeting - Staff Report

**Author:** David Palmer

**Department:** Recreation Department

**Subject:** General information on the Parks & Recreation

**Date:** March 2nd 2021

**Type of Item:** Update on project

Spring cleaning is happening in all of our parks and city buildings along with Main Street

Work on the pool will start happening this month to get it ready for operation

We will also be taking T Ball and Machine Pitch registrations before the month is up

There was a question during last Council meeting regarding our basketball revenues this year. Revenues are down, because participation was down. Due to COVID restrictions we did not have our usual number of participants. Many participants from the southern end of the County chose not to register this year. We hope as the restrictions relax over the new few months, all sports registrations will return to more normal numbers.



# March 2021 Recreation Report

	2020 # of participants	2020 Revenue	2021 # of participants	2021 Revenue
T-Ball	50	\$2,000.00		
Girls Machine Pitch	25	\$1,000.00		
Boys Machine Pitch	59	\$2,360.00		
Girls Softball - Totals	73	\$4,745.00		
Boys Baseball -Totals	113	\$7345.00		
Swim Team	19	\$570.00		
Boys Basketball	75	\$3,750.00		
Girls Basketball	58	\$2,900.00		
Soccer	220	\$8,800.00		
Flag Football	98	\$3,920.00		
Tackle Football	n/a	n/a		
Youth Volleyball	85	<del>\$4,250.00</del>	116	\$5,800.00
Wellness Center	2020 Annuals	2020 Monthly's	2021 Annuals	2021 Monthly's
February	1,593	51	1,372	47
December	2020-2021	2019-2020	2018-2019	2017-2018
Operating Revenue	\$103,024.30	\$127,823.49	\$137,351.25	\$126,438.62
*Operating Expenses	\$187,164.00	\$209,427.10	\$192,540.86	\$175,251.12

(\*Figures do not include \$50,000 bond payment)

## Recreation:

- Boys Basketball is over
- Youth Volleyball has started and has more girls then we have ever seen
- We will start T Ball and Machine pitch registrations before the month is out

## Parks:

- Spring cleaning is happening at all of our parks

## Wellness Center:

- We will start cleaning the pool before the month is up
- We had 2,510 recorded visits during February. Remember that number only includes each time a member swipes their card for entry



## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** Terry Ekker, City Engineer  
**Department:** Public Works  
**Subject:** February 2021 Water Report  
**Date:** March 09, 2021  
**Type of Item:** Report

### **Background**

Monthly water report for Mayor and Council.

### **Budget Impact**

NA

### **Department Review**

David Lyman has taken the appropriate measurements to update this month's records. Terry Ekker has compiled the data in the standard report format.

### **Recommendation**

We are well below average. We need to prepare for the eventuality of implementing water rates in the yellow or orange rate structure. This will require more effort on public awareness to help customers understand our water rate tiers, as well as the need for conservation. It is always possible that we will have plenty of water. March can be the best month for snowpack depending on weather patterns.

### **Attachments**

February 2021 Water Report.

# City of Blanding Monthly Water Report



## February 2021

Reported in Acre Feet

Reservoir	Total Reservoir Capacity	Required Consvrn Capacity	Total Usable Capacity	City Share of Total Capacity	Current Reservoir Volume	Unused City Storage	City Share of Current Volume	City Share of Volume 2020	City Share of Volume 2019
Starvation	500	0	500	500	363	137	363	412	118
4th Reservoir	2,350	250	2,100	2,100	1,648	702	1,398	1,802	1,005
3rd Reservoir	250	50	200	200	105	145	55	177	20
Drywash	500	100	400	0	100	0	0	0	0
Recapture	8,444	2,500	5,944	800	3,750	800	760	800	0
<b>Total</b>	<b>12,044</b>	<b>2,900</b>	<b>9,144</b>	<b>3,600</b>	<b>5,966</b>	<b>1,784</b>	<b>2,576</b>	<b>3,191</b>	<b>1,143</b>

	Gallons/Per Day	Acre Feet Month
Pipeline Flow		20

	Gallons	Acre Feet Month
Monthly Total Treated	8,369,000	24.80
Monthly Total Pumped	Well A	0.00
	Well B	0.00
	Well C	0.00
Total Montly Treated and Pumped		24.80

### Notes:

Annual Precipitation on 2/28/2021 is at 63.8% for current water year  
Snow Water Equivalent is 9.0 inches and 63.8% of average

Month to Month Reconciliation <b>Upper</b> System	
Beginning Reservoirs Storage	1,816.00
Plus Water Taken From Pipeline	20.00
Plus Water Taken From Ditch	0.00
Plus Water Pumped from Recapture	0.00
Plus Water to System from Irrigation Shares	0.00
Less Water Treated	24.80
Less Water Sold Third Parties	0.00
Less Raw Water Tap Sales	0.45
Less Water Loaned Irrigation Agreement	0.00
Less Evap/Ditch/Theft/Backwash losses	-5.25
Ending Reservoir Storage	1,816.00



## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** Bret Hosler, Community Development Director  
**Department:** Community Development  
**Subject:** Airport Project - Awos III  
**Date:** March 3, 2021  
**Type of Item:** Discussion,

### **Background**

Blanding Municipal Airport has been working the last several years towards the installation of a Wildlife fence completely around the airport property to try and keep deer and other animals from crossing the runway and off airport property. There have been several near hits the last few years. As you all know the Ute Tribe has not completed a land exchange that was agreed to over thirty plus years ago. This has required us to have to pick another project so we do not lose our FAA funding. The State of Utah currently owns the weather station just west of the Airport property on Lyman's farm. It is very old equipment and needs to be replaced. They have no desire to own the new weather station. An airport weather station is called AWOS. The type of weather station needed going forward is AWOS III.

### **Budget Impact**

No budget impact for construction of a new AWOS III - but there would be ongoing maintenance cost of just over 6000.00 dollars a year and utilities costs.

### **Department Review**

Administration  
Community Development  
Finance

### **Recommendation**

Proceed with project

### **Attachments**

none



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** David S. Johnson, City Administrator  
**Department:** Administration  
**Subject:** Salary Market Studies, New-Hire Offers & Retention Offers  
**Date:** March 9, 2021  
**Type of Item:** Discussion

### Summary

Staff were asked to look into policies on situations when staff member salaries are under minimum market value for a position. In conjunction, staff also identified the need for policies on new-hire offers and retention offers.

### Background

Under the current policy, employees between the minimum and midpoint can earn between 0% and 6% annual increases, based on an annual performance evaluation, in addition to the annual COLA. Current policy states that it is the goal of the city for employees to achieve "full performance competence" and the mid-point of the payscale for their respective position within 4 to 5 years. Even with market growth, the current policy is more than sufficient in getting employees to the midpoint within this timeframe.

Employees between the midpoint and the maximum can earn up to a 1% annual increase, in addition to the annual COLA. Employees above the maximum are still eligible for an annual COLA, but not annual increases.

If an employee is found to have an annual salary above the maximum after a market study takes place, the policy states that the employee's position may be reclassified or the city shall freeze increases for that employee for no more than two years, including COLA. The policy also states that if after two years the employee's salary does not fall back under the maximum, then the city may reduce the pay to the maximum.

### Discussion

Currently, the policy does not specify the procedure for adjusting an employee's compensation if they are below the market value for a position. It also does not specify a policy for making offers to new-hires within the pay scale or offers to retain staff who may consider leaving the organization.

Establishing formal policies in these areas will diminish ambiguity for staff, City Council, and taxpayers regarding authorization and decisions with the budget on salary compensation. Staff is seeking feedback from the City Council on the below recommendations before bringing them back for formal approval.



## **Recommendation**

### **Employees Below Market**

The City Manager can make adjustments of up to 10% within the current budget to bring the employee to the market minimum. If the total adjustment cannot be made within the budget, the adjustment must wait until the next fiscal year to be formally adopted. If 10% does not cover the needed adjustment, the remaining percentage can be spread over multiple years, but no more than 3 years to ensure that the market does not continue to widen the gap.

### **Employee Retention Offers**

If an employee is leaving the organization for another position, or other potential reasons, the City Manager can offer up to a 10% increase within the budget. If the City Manager wants to make an offer greater than 10% to retain an employee, it must go before the City Council for formal approval. An employee cannot approach the city for a retention offer more than once in a 10-year period.

### **New-Hire Offers**

A Department Head can offer a new-hire no more than 6% above the minimum and the City Manager can offer a new-hire no more than 10% above the minimum.