



# ***PAROWAN CITY COUNCIL MEETING MINUTES***

***July 9, 2020 – 6:00 P.M.***

***PAROWAN CITY COUNCIL CHAMBERS  
35 E. 100 N., PAROWAN, UT 84761***

***ELECTED OFFICIALS PRESENT:*** Mayor Preston G. Griffiths, Councilmembers Patti Vesely, Jim Shurtleff, Jim Harris, Matt Gale, and David Burton.

***ELECTED OFFICIALS ABSENT:*** None

***CITY STAFF PRESENT:*** Cleve Matheson, City Manager; Justin Wayment, City Attorney; Heather Shurtleff, Deputy Recorder; Stacy Gale, Deputy Treasurer, Alice Heidenreich, Pool Manager

***PUBLIC PRESENT:*** See attached Sign-In Sheet

**To support social distancing, Parowan Residents were also invited to view this meeting via YouTube.com on the Parowan City Live Stream page.**

***CALL TO ORDER:*** Mayor Griffiths called the meeting to order at 6:00 p.m.

***OPENING CEREMONIES/PLEDGE OF ALLEGIANCE:*** Councilmember Gale led those assembled in a prayer and the Pledge of Allegiance.

***DOES ANYBODY HAVE ANY CONFLICTS OR PERSONAL INTEREST IN ANY MATTER ON THE AGENDA WHICH NEEDS TO BE DECLARED?*** Councilmember Burton declared a conflict with agenda item #6.

***PUBLIC COMMENT:*** There were no public comments at that time.

## **CONSENT MEETING AGENDA**

- 1. APPROVAL OF CITY COUNCIL MINUTES FROM JUNE 25<sup>TH</sup>, 2020**
- 2. PURCHASE ORDERS/WARRANT REGISTER**
- 3. APPROVAL OF FINANCIAL STATEMENT FOR JUNE, 2020**

***MOTION:*** Councilmember Jim Harris moved to approve the consent agenda.

***SECOND:*** Councilmember Jim Shurtleff seconded the motion.

**Discussion:** Councilmember Gale mentioned that the minutes from June 25, 2020 stated that Patti Vesely motioned and seconded the motion on the URS agenda item.

***VOTE: Hearing no further discussion, and with the requested change, all Councilmembers voted in favor of the motion. The motion carried.***

## **ACTION MEETING**

- 4. ROSENBERG ASSOCIATES PROJECTS FEASIBILITY RESEARCH – SWIMMING POOL, PAROWAN CREEK BRIDGE:** Councilmember Burton asked if Alice Heidenreich could give a progress report of the current swimming pool repairs. Mrs. Heidenreich said the deck-o-seal repairs would be completed that weekend. The creases had been filled with sand and the deck-o-sealing would go over the sand. The chemicals were circulating in the pool. The heater was started and the phones and gas services were connected and the internet would soon be connected. The Councilmembers asked specific questions about the repairs, including the extent of the tiling repairs. Mrs. Heidenreich said the extent of the repairs would be determined that weekend.

Alice Heidenreich said she planned to open the pool that weekend and talked about her Facebook post about the opening. Mrs. Heidenreich said she tagged each Councilmember's wife except for Patti Vesely. Mrs. Heidenreich said that on her Facebook post she asked the patrons to keep track of the number of people within the pool walls and Mrs. Heidenreich would only enforce the numbers if it became a problem. If the repairs weren't finish that weekend, the pool would open at a later date. There would be no equipment rentals and donated signage regarding social distancing and hand washing would be in place. Additional social distancing decals had been ordered. Swimming lessons would be capped at 6 kids per class and social distancing would be practiced on the deck. Mrs. Heidenreich was asking that the students' siblings not come to the pool during class times and no more than 50 people at once would be allowed within the swimming pool walls. Mrs. Heidenreich said that according to current state guidelines swimming lessons could resume as normal.

Councilmember Gale asked about measures to keep the pool staff safe. Alice Heidenreich said a Plexiglas barrier would be placed on the office countertop and masks would be supplied for the staff. The pool staff would wipe down high traffic areas after each class and at every five minutes break, which occurs hourly.

Councilmember Vesely asked who had made the decision about the opening date for the pool because the decision hadn't been discussed with the City Council. A discussion ensued, during which Councilmember Burton stated the council agreed to follow the governor's current guidelines for yellow. Councilmember Gale said he had made the motion to follow the governor's COVID-19 guidelines for the state as they change. The discussion continued. Justin Wayment had talked with his staff, and Justin Wayment's understanding was when the pool was ready it would open. Councilmembers Shurtleff and Vesely thought the decision should have been discussed with the City Council before it went out to the public. Councilmember Vesely said people had been asking her about the pool opening and she didn't have the necessary information. Mrs. Heidenreich said she had been in contact with

Cleve Matheson regularly, but apologized that the City Council had been left out of the loop. Councilmember Shurtleff also said that city information should be sent to the public through city media sites, not personal sites. Mrs. Heidenreich agreed, the information should have been sent to the public on city media sites.

Councilmember Gale asked if Alice Heidenreich had any other concerns about the pool at that time. Mrs. Heidenreich said the pump is really squeaky. The heater turned off a couple of times, but it was up and running now and the pool was warm and nice. Councilmember Burton wondered who should inspect the pool to make sure it was safe. Alice Heidenreich said she would certainly be inspecting the repairs and the City Council was very welcome to come inspect the pool as well. Mrs. Heidenreich said she would contact the City Council when the repairs were finished.

Councilmember Gale asked Alice Heidenreich how she planned to police the numbers at the pool. Mrs. Heidenreich said she was not going to kick people out and be mean to people, but she would ask the swimmers to give someone else a chance. Justin Wayment said after the two hour blocks he felt the pool should be completely cleared and the swimmers could go to the back of the line to see if there would be room to swim again. Councilmember Gale said that break would be a good time to sanitize. Mrs. Heidenreich talked about the evening pool rentals being very popular this season.

A question arose about how social distancing in the line outside the pool would work. Councilmember Shurtleff said the social distancing would need to be enforced in the line as well as on the pool deck. Alice Heidenreich said there were yard signs that could be stuck into the grass to remind pool patrons to social distance and not to come into the pool if they were sick. Councilmembers thanked Mrs. Heidenreich for her information.

Cleve Matheson began talking about the Rosenberg Associates Projects Feasibility Research regarding the cost of building a new pool and/or the Parowan Creek Bridge. Mr. Matheson referred to the information on the screen (see attached). Mr. Matheson said impact money could be used toward these projects, and the bridge project would come from the Class "C" impact funds.

Councilmember Shurtleff said he felt building a new swimming pool should be considered; in his opinion the pool was nickel and diming the city to death. Once the feasibility was in place, the City Council could have a new pool discussion.

Councilmember Burton pointed out that the current repairs were just temporary, not a permanent fix by any means.

Councilmember Harris talked about areas of the pool that were rusted and in disrepair. Councilmember Harris also stated one point of importance of the feasibility research is the alternate funding resources; also a co-op might be formed with the Parowan High School and Southern Utah University for the pool project. Building a new pool facility that would last another fifty years would be better than throwing money at the old pool that is past its lifetime. Councilmember Harris said it wasn't right spending the public's money on

bandaids. Councilmember Shurtleff said finding alternative funding sources for the bridge project would be good as well; if the city didn't need to meet the state requirements we could have had a bridge by now.

***MOTION: Councilmember Jim Shurtleff moved to accept the feasibility study for the Parowan swimming pool and the Parowan Creek Bridge (tasks 10 & 20) as presented.***

***SECOND: Councilmember Matt Gale seconded the motion.***

Councilmember Vesely asked if there would be a possibility of getting any support from the state for the spending because of where the bridge is now. Mayor Griffiths answered yes on state funding for the bridge, but probably not the pool. Cleve Matheson explained the funding was Federal Highway Administration (FHWA) money, which could be converted to state funds for 80 cents on the dollar. To build a safe bridge, accepting the FHWA standard pushed the bid so high that Parowan would be \$1 million short. Councilmember Harris said we need valued engineering instead of wasting money; using pre-cast box culverts and proper grading, the bridge could be built for half of the proposed cost. Mr. Matheson said the flooding capacity and flood control of the channel was the whole reason for the project.

***VOTE: All Councilmembers voted in favor of the motion. The motion carried***

- 5. PAROWAN SWIMMING POOL-PASS FEES FOR SUMMER 2020:** Cleve Matheson said to change the pool fees required action from the City Council. Mr. Matheson asked the City Council if a fee change was to be made, a percentage should be used. The proposed opening date of the pool was approximately 39 days past the usual opening date; the pool season generally ran from Memorial Day weekend to Labor Day weekend.

The Councilmembers discussed the prices and agreed on a 40% reduction for season passes for the 2020 season.

***MOTION: Councilmember Harris moved to approve a 40% reduction for season pool passes for the 2020 season with the passes returning to full price next summer.***

***SECOND: Councilmember Shurtleff seconded the motion.***

***VOTE: All Councilmembers voted in favor of the motion. The motion carried.***

## **WORK MEETING**

- 6. 550 EAST ROAD DEDICATION:** Cleve Matheson said a few City Council meetings ago, some gentlemen asked about chip sealing an unofficial road known as the "Old Paragonah Highway". The request was sent to the Planning and Zoning Commission for development. The road would wrap around part of a five acre triangle that Parowan City already owned. Councilmember Burton owned property adjacent to that five acre triangle, which was why Councilmember Burton declared a conflict. Mr. Matheson said the road dedication was something for the City Council to review at that time. Mr. Matheson said the 66 foot wide road would go across the five acre parcel and become 550 East. Mr. Matheson asked Justin Wayment for clarification on holding a public hearing for a road dedication. Mr. Wayment said it wouldn't hurt to hold a public hearing as that would give notice to those surrounding

the area affected. Mr. Wayment said it would be a good idea to also give the home and property owners affected personal notice. Nothing was determined by the City Council at that time.

## **7. MEMBER REPORTS:**

*Councilmember Harris* had nothing to report at that time.

*Councilmember Shurtleff* reported he and Cleve Matheson attended a conference call with the FAA and the State of Utah concerning the apron rehab and asphalt preservation projects at the airport. Parowan City only had the funds for 60% of the projects. There were cracks in the runway that needed repairs to be safe from further cracking and shifting that winter. The FAA and the State of Utah would look at how best to do the projects. Mr. Matheson said all parties agree that to do both projects at once would be best, if the money could be found.

*Councilmember Vesely* said she had no meetings during the month, but found out some information from Kelly Stones about maintenance on the fire hydrants. Councilmember Vesely was concerned about the maintenance taking a toll on the budget. Councilmember Vesely would like to have a recommendation in the next few months.

*Councilmember Gale* had nothing to report at that time.

*Councilmember Burton* said the Planning and Zoning Commission was working on the General Plan. Planning and Zoning had also moved to send the 550 East road on to the City Council. The Shade Tree Committee was planting some trees. Councilmember Burton reported the festivities on July 4<sup>th</sup> went well and the concert was well attended, maybe 350 people. People seemed to appreciate the activities. The Councilmembers wanted to compliment the Parowan Fire Department on the fireworks display; all agreed the fireworks were really great and thanked the Fire Department.

*Cleve Matheson* said the Cares Act was planning on having a memorandum of understanding by next Monday – July 13, 2020. There was no set fee as to how much Parowan City had to participate, but for budgeting purposes 35% would be roughly \$100,000. \$238,000 would be available to the City and the funds not used would go back to the State of Utah. Applications would be taken next week. Mr. Matheson was still waiting for Chief Berg's and Justin Wayment's opinions on what the City should spend. There should be a memorandum of understanding to review at the next City Council meeting.

*Mayor Griffiths* thanked the Council, the staff, and especially Councilmember Harris for covering for him during the last two meetings.

**8. CLOSED SESSION (if necessary):** None necessary.

## **9. ADJOURN:**

**MOTION:** *Councilmember Harris moved to adjourn the meeting.*

**SECOND:** *Councilmember Vesely seconded the motion.*

***VOTE: All Councilmembers voted in favor of the motion. The meeting was adjourned at 6:50 p.m.***

  
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Preston G. Griffiths, Mayor

  
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Heather Shurtleff, City Deputy Recorder



**SPECIAL PAROWAN CITY  
CITY COUNCIL MEETING  
July 9<sup>th</sup>, 2020**

**PLEASE PRINT YOUR NAME:**

<i>Stacy Gale</i>	_____
<i>Jamie Bonnett</i>	_____
<i>Shirley Henderson</i>	_____
<i>BOB WHITELAW</i>	_____
<i>Carol Galt</i>	_____
<i>Diane Bigham</i>	_____
<i>Mary Jensen</i>	_____
<i>DAVE MINEER</i>	_____
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# EXHIBIT A WORK PLAN

CLIENT **City of Parowan**  
 PO Box 576  
 Parowan, Utah 84761

ENGINEER **Rosenberg Associates**  
 352 East Riverside Drive, Suite A-2  
 St. George, UT 84790

PROJECT **06930-10 Phase 174**  
 2020 Projects Feasibility Research  
 Parowan, Utah

EFFECTIVE DATE July 16, 2020

## WORK PLAN

**174 2020 PROJECTS FEASIBILITY RESEARCH:** Consult with the Client to define requirements and conceptual costs for the following projects under consideration:

Task 10 City Swimming Pool: The Client is considering replacing the City's existing outdoor pool with a newer facility. The Engineer will research information regarding the following:

- Recent project construction costs
- Types of financing used for construction including grants, RAP tax, etc. if available
- Fees charged for similar facility use in the area
- Annual operations and maintenance expenses

Information will be organized into a spreadsheet. Construction costs will be updated to reflect 2020 pricing on the spreadsheet using the national annual inflation rate. All data will be forwarded to the Client for further review.

Task 20 Parowan Creek Bridge: The Client is evaluating options for replacing the existing Parowan Creek Bridge on South Main Street. The Engineer will review three (3) conceptual bridge layout plan options prepared by Jones and DeMille Engineering and prepare conceptual construction cost estimates for each option. The Client will furnish the latest FEMA flood study information prepared by Bowen Collins and Associates. The Engineer will review calculated base flood information and compare with the three bridge options to determine potential impacts to the 100-year floodplain. No hydraulic modeling will be performed for the bridge options at this stage, but a list of potential floodplain impacts will be developed based on the review. Conceptual construction costs and floodplain impacts will be summarized into a spreadsheet. All data and the spreadsheet will be forwarded to the Client for further review.

## ESTIMATED BUDGET

174 2020 PROJECTS FEASIBILITY RESEARCH				\$4,360
<u>Task 10</u>	<u>City Swimming Pool</u>			<u>\$1,760</u>
	Project Engineer 1	4 hours	\$120 =	\$480
	Staff Engineer 1	16 hours	\$80 =	\$1,280
<u>Task 20</u>	<u>Parowan Creek Bridge</u>			<u>\$2,600</u>
	Project Engineer 1	8 hours	\$120 =	\$960
	Staff Engineer 1	16 hours	\$80 =	\$1,280
	Drafter 1	8 hours	\$45 =	\$360