



Parowan City Council Meeting Minutes
March 23, 2023 – 6:00 p.m.
Parowan City Council Chambers
35 E 100 N, Parowan, UT 84761

Elected Officials Present: Mayor Mollie Halterman, Councilmember David Burton, Councilmember Sharon Downey, Councilmember Matthew Gale, Councilmember Jim Shurtleff, Councilmember Rochell Topham

City Staff Present: Dan Jessen, City Manager; Justin Wayment, City Attorney; Callie Bassett, City Recorder; Judy Schiers, City Treasurer; Stacy Gale, Deputy Treasurer; Heather Shurtleff, Deputy Recorder;

Public Present: See attached sign in sheet.

- 1. Welcome and Call to Order:** Mayor Halterman called the meeting to order at 6:01 p.m.
- 2. Opening Ceremonies:** Mr. Lyman Mumford offered the invocation. He then led the council and the public in the pledge of allegiance
- 3. Declaration of Conflicts With or Personal Interest In any Agenda Items:** No conflicts were declared.
- 4. Approval of Meeting's Agenda:**
MOTION: Councilmember Topham moved to approve the agenda as outlined.
SECOND: Councilmember Downey seconded the motion.
VOTE: All councilmembers voted in favor of the motion. The motion carried.
- 5. Public Comment:**
There were no comments from the public.

CONSENT MEETING

- 6. Approval of City Council Meeting Minutes for March 9, 2023**
- 7. Approval of Warrant Register for March 23, 2023**
- 8. Approval of Purchase Order #1068 to IRBY for \$26,100.00 for a Metering Cabinet for Painted Hills RV Park (Power Department)**
- 9. Approval of February 2023 Financial Statement**
MOTION: Councilmember Topham moved to approve the consent meeting agenda items 6-9.
SECOND: Councilmember Burton seconded the motion.
VOTE: All councilmembers voted in favor of the motion. The motion carried.

ACTION MEETING

- 10. Annual Presentation & Funding Request – Utah's Patchwork Parkway: Nancy Dalton**
Nancy Dalton reported on the projects that they have been working on this last year (please see attached.) The Patchwork Parkway funding request for fiscal year 2024 is \$1,500.00 for operating costs, and \$4,500.00 for the FHWA/NSB grant (\$2,000.00 of which may be an in-kind match).

MOTION: Councilmember Topham moved to support the Patchwork Parkway project with a \$1,500.00 contribution, the same as they did last year, as well as \$4,500.00, contingent on receiving the grant, with the possibility of \$2,000.00 of that being an in-kind match.
SECOND: Councilmember Burton seconded the motion.

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

11. Power Cost Adjustment Electric Fee Schedule – Resolution 2023-03-01: Jeremy Franklin, Power Director, and Dan Jessen, City Manager,

Jeremy explained that the power department has lost \$621,000.00 over the last five months due to the volatility of the power market. Jeremy explained that “the Power Cost Adjustment (PCA) is a mechanism that permits utilities to regularly adjust the price of electricity to reflect fluctuations in the cost of purchased power used to supply electricity. Parowan City has a kilowatt-hour base rate to provide electricity to its customers, and this rate does not fluctuate. The PCA is an adjustment charge caused by fluctuations in production and wholesale power costs. It is shown on the customer’s bill as a surcharge to the price per kilowatt-hour, on a separate line item. The City of Parowan will not make a profit from the PCA, but passes cost on to the customer at the actual price charged, spread out over time, to reduce the impact in any given month.” (Quoted from Jeremy’s power point presentation.)

Jeremy said the PCA will be based off a six-month rolling average. It can be manually adjusted to recover over longer time, if desired. It does not impact profitability. They are going to continue to do their rate studies to determine base rates for that purpose. He said the Power Board hashed this out and their recommendation was to implement the PCA as soon as possible and to slowly recover the under collection over time and balance out the volatility of the market. The Power Board will continue to monitor the PCA over the next months.

Jeremy asked the council to approve the PCA ordinance and to determine how they want to implement the model. Mayor Halterman asked Jeremy to give some ideas to the citizens on how to conserve power. He suggested the following:

- LED Lights
- Update Appliances
- Turn off lights in empty rooms
- Do not use space heaters
- Turn down thermostats or air conditioner temperatures up
- Commercial Businesses – turn machines on one at a time
- VFD’s on wells (farmers)
- Don not use gutter deicers, heat tape, block heater on engines – any electric heat is very expensive

There was a discussion about how to implement the model. There are many options. Dan said you can put a ceiling and a floor on the PCA percentage. He said, however, that it needs to be allowed to float so it serves its purpose, and it can be manually adjusted if needed.

MOTION: Councilmember Gale moved to adopt the Power Cost Adjustment Electric Fee Schedule, Resolution 2023-03-01.

SECOND: Councilmember Shurtleff seconded the motion.

VOTE: A roll call vote was taken as follows:

	AYE	NAY
Councilmember Shurtleff	X	
Councilmember Gale	X	
Councilmember Downey	X	
Councilmember Topham	X	

	AYE	NAY
Councilmember Burton	X	

All councilmembers voted in favor of the motion. The motion carried. Resolution 2023-03-01 was adopted.

12. Beer Sales Hours – Ordinance 2023-03-01: Stacy Gale, Business License Officer

Stacy said the purpose of this ordinance is to determine the hours that licensed businesses are allowed to sell off-premise alcoholic beverages. The state no longer regulates those hours. Parowan City Council had discussed previously that the permitted hours for sale of alcoholic beverages for off-premise consumption should be between the hours of 5:00 a.m. and 11:59 p.m.

MOTION: Councilmember Shurtleff moved to adopt the permitted hours as discussed and to correct the word “commensurate” in the recitals.

SECOND: Councilmember Burton seconded the motion

VOTE: A roll call vote was taken as follows:

	AYE	NAY	Absent
Councilmember Shurtleff	X		
Councilmember Gale	X		
Councilmember Downey	X		
Councilmember Topham	X		
Councilmember Burton	X		

All councilmembers voted in favor of the motion. The motion carried. Ordinance 2023-03-01 was adopted. This will go into effect 20 days from the day of adoption, which will be April 13th, 2023.

WORK MEETING

13. Parowan Art Program Presentation: Steve Decker

Steve Decker would like to establish a city art program for adults in Parowan. The program would consist of monthly programs with possible quarterly themes. The first month of the quarter is mentored. Participants would bring their own supplies to help keep costs down. Steve said what they would need from the city is scheduled access to buildings/properties, advertising on city social media sites, staff coordination and cooperation, and a budget of \$2,500.00/year (plus raised funds) for mentor fees, a fundraising gala, organizer fees, models, and other expenses.

Steve said he wanted to get a feel from the council as to whether to proceed with this idea or not. If he is allowed to proceed, he said he would like to “hit the ground running” with this in July. He would like to start with a big bang event to let people know that we are here and are wanting to do this program. He would like to get the word out and find out what people want to participate in.

The council was excited about this and agreed that this would be a good thing for the citizens of Parowan. The council will work to get this in the fiscal year 2023-24 budget.

14. Ballard*King Pool Feasibility Study

Scott Caron with Ballard*King presented the results of the pool feasibility study to the council. The bottom line is that if the city chooses to do an outdoor/seasonal pool, they can expect to subsidize \$140,826.00 for operations. If the city chooses to do an indoor/year-round pool, they can expect to subsidize \$291,628.00 for operations. These figures do not include debt service of any kind.

The council had a lengthy discussion about what to do about the pool. No conclusions were made, except that the councilmembers want to determine exactly what the citizens of Parowan want so they can make some definitive decisions.

15. Flood Preparation Update:

Dan said there has been a lot of preparation and a lot of work done on the channel. The county has done work on the breakwater and on 2200 W. There is an incredibly dangerous level of snowpack on the mountain. We can only hope it comes off slowly and not all at once. Ryan Riddle, the county fire marshal, loaned the city their new track hoe with a mulch head on it. They have been taking care of trees in the channel from Main Street up to the breakwater where it has been basically overgrown with threes. Dan said this water will come off the mountain, and we must work together to prepare for it.

Dan said unfortunately, because of the weather (which we are grateful for), they have not been able to work because the ground is so soggy. In order to do some of the work they need to do, the ground needs to be dry. He said the channel has evolved over the years from an irrigation channel to a main flood channel. As there is more development out there, the water cannot sheet flow as it has in the past. The ground out there is very soggy, and they have been unable to lay rip rap. Dan said they are going to work on straightening the channel from 600 West on out. They are going to try to build up the channel so the water does not break out and move from side to side. He said they are limited as to what they can do in scope and time. The goal is to put a slope on the sides of the channel, put rip rap on it, and try to keep erosion from damaging properties. He said they have a lot of rip rap, but because the ground has been so wet, they have not been able to put it in. It has also shortened the time they have to prepare before the flood waters come off the mountain.

Dan said the other thing the city is doing to prepare for the flood water involves the community. They are going to have some sandbag projects. They have moved the sandbag machine over to the area just west of the soccer fields. There is room there to dump sand and for people to show up with cars and trailers. UDOT has committed to donate sand as has the county. He said there is also sand up at the breakwater. Dan said he is reaching out to the different religious groups in town to have them organize some volunteer efforts. He will also reach out to the school to see if there are any groups that would like to help. The city will provide the sandbags, sand, and use of the sandbag machine.

Dan said if there is someone in the community that has a trailer that will handle a fair amount of weight that could be used for a couple of months, he would like to have some pallets with sandbags on a trailer so they can react quickly to a breach. They also need pallets so they can bag extra for people to pick up when needed. If anyone knows where to get pallets, please let Dan know.

16. Reports, Updates, Old Business Follow Up – Elected Officials and Staff:

Councilmember Shurtleff didn't have anything to report.

Councilmember Gale didn't have anything to report.

Councilmember Downey didn't have anything to report.

Councilmember Topham reported that the city swap meet is Friday and Saturday, March 24 & 25, 2023, at the fairgrounds.

Councilmember Burton reported that the Meeks Park and Shade Tree committees met with the school regarding the Meeks Park. They are working on an MOU and a master plan. They also discussed the trees on Main Street. They got the Meeks Park pond surveyed. They need to work out their water right there. The water is being diverted due to dirty water. Dan said the high school is going to grow native plants and trees for the park. Jessica Dunlap is very supportive, as is Principal Bailey. Dan said they reviewed and revisited the 40-year conservation easement that began in 2000. This is a conservation easement from the city to the Heritage Foundation to use that park in the way it was being used. They need to determine how they are going to use the park moving forward, but they must stay within the conservation easement unless both parties agree to modify it. Councilmember Burton said the fish should be put in the pond in the next week or two.

Dan Jessen mentioned that the county is ready to install the rain water drop box out by the soccer fields so the water can run under the road and into the retention basin. He said they reinitiated the earmark program by the federal government. Chris Stewart's office has been good at reaching out to represent his area. He can recommend up to 15 projects from within his area. Dan said they are thinking of asking for something to do with the dry canyon pond. He said the city has some funding in the irrigation fund and they can go after grants for dry canyon. He said the city's big problem that they cannot figure out how to fund is the airport road. Dan said they made a judgement call, and he wrote the grant for \$2.5 million to rebuild the airport road as a heavy haul road all the way to the hangar, around the airport, and back to Paragonah highway. It was written as an economic development grant, because that road would open access to a lot of industrial and manufacturing land.

Dan said the Old Rock Church committee is having weekly meetings. They are making a lot of progress. He said the sewer master plan is also moving along. They met with Bowen and Collins about the treatment facility and what it will look like with some of these large annexations, specifically the one in Brian Head. They need to determine if those properties come on line how it will impact Parowan's future and how they can make sure the citizens of Parowan are not subsidizing that annexation. He said the city needs good data, math, and numbers for different scenarios so they can know how much it will cost people to develop and what they will have to pay upfront. This conversation is actively going on in Brian Head, and the city wants to make sure they can give them good numbers. In order to charge them on the front end, they must have good numbers.

Dan said they are working with Bowen and Collins on the storm drain master plan. They are frontloading and focusing on the 200 South piece first because it is affecting the commercial development that is going in. That is the critical path for this project. They have to get this storm drain figured out. They are working with UDOT, working with the city, and working with the canal company to some degree. They are actively working on that because this is holding us back from that commercial development. That along with the UDOT access. They are still charging forward. He said he is now working with three active groups on that subdivision. It is taking a lot of time, but it is really good because we are talking about expanding our tax base. There is exciting stuff going on there. The critical piece is the drainage study.

Dan spoke with the chairman of the board and the new CEO of Monuments RTC about their parking issue. He explained to the council that their employees are parking in the Heritage Hills subdivision, coming and going at all hours of the day, and the residents are not happy. This issue is not going away, so they need to get it figured out. Dan directed them towards the county and the fairground parking. Monuments said they want to have a good relationship with the city, and they want to have a good relationship with the citizens. They said they need to do better PR for their school. They do not take

adjudicated boys. They want to do service projects for the city. Dan said there are probably some service projects they can do at Meeks Park.

Dan reported that the airport bids came back very good. They do not have a recommendation yet for the council to approve. He said now that they have those bids, they must attach the estimated engineer's cost to it. Those must have an independent fee estimate to go along with it. It all goes to the FAA for the grant. The grant will be approved, and at that point they will come back with a recommendation, then the city makes an award. Dan said the bids came in low enough that they can include the runway lights. He also said the airport roof was repaired. Tanner Edwards repaired it.

Dan gave an update on the pickleball courts. He said Sunrise Engineering said to complete the plans for the pickleball courts with 8 courts at the same site would cost another \$5K. Dan said he does not want them to complete those until they are sure that they are going to build those at the Lion's Park. He said they want to make sure the neighbors are fine with building the courts there because of the noise factor.

Mayor Halterman

The reported that Mary Hanley let her know about an AARP grant. She said she looked in to that and applied for \$50K for the pickleball courts. She said she went ahead because we have a match with the money from the county. No location was defined. That would be some additional funding for the project. She reported that the meeting on Meek's Pond was very interesting. They are not sure if that is going to be the best location for the pump track. Dan checked to see if it would be a violation of that park and it wasn't. She attended the Southfield Canal Company's meeting. They are very cooperative about anything the city needs for flood control. They would like to meet soon with the city.

Dan asked Callie Bassett to report on the insurance renewal. She said the renewal rate came in at 4.5%, which is very good for this next year. Bill Phelps will meet with the council in the next month or so regarding open enrollment and will offer cost comparisons.

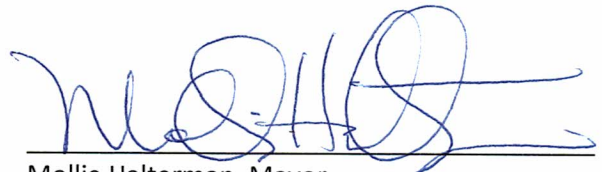
17. Closed Session (UCA 52-4-204 & 205): A closed session held was not held.

18. Adjournment:

MOTION: Councilmember Topham moved to adjourn the meeting.

SECOND: Councilmember Gale seconded the motion.

VOTE: The Council voted unanimously in favor of the motion. The motion carried. The meeting was adjourned at 10:14 p.m.



Mollie Halterman, Mayor



Callie Bassett, City Recorder

Date Approved: 4/13/2023