

Parowan City Council Meeting
July 28th, 2022 – 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 Matt Gale
Councilmember Jim Shurtleff
Councilmember Rochell Topham

City Staff Present: Heather Shurtleff, Deputy Recorder; Judy Schiers, City Treasurer; Stacy Gale, Deputy Treasurer; Christian Jones, City Attorney.

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:** Tricia Harris offered the invocation. She 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 meeting's agenda as outlined.

SECOND: Councilmember Burton seconded the motion.

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

5. Public Comment:

Heather Peet, Parowan resident, said she heard that Cleve Matheson gave his resignation as city manager. She asked if his resignation was submitted to the Mayor, and if so, if she refused the resignation or tried to convince him to stay. She asked if he left for medical reasons, was he offered time off to heal and then be allowed to return to his position. She said that since the Mayor and Council are all elected officials, that it was important to be on record so the voters know what they did or didn't do to encourage or discourage the city manager from resigning.

Heather Shurtleff, Parowan resident, said that the employees in the city office have had a front row seat to watch the systematic destruction of their office processes, moral, and the almost constant degradation of the roll of the city manager Cleve Matheson. The negative environment proved to be too much and Cleve Matheson resigned on July 15th. She said the office staff is without a rudder. She said Cleve worked harder than most people could imagine doing two jobs at once. He is a true leader, boss, and friend, and to say that the city is in a world of hurt without him is not even close to adequate. She said the city needs Cleve back, and they need him back now for at least the zoning officer position. His knowledge of Parowan City and its zoning, building, and day to day working parts is invaluable. To bring someone else up to speed would take years. Heather said to her knowledge, Cleve hasn't signed anything formal to leave his position. She asked about his contract and what it says. She implored the council to please bring Cleve back and make this right.

Gail Harris, Parowan resident, she was there to give appreciation to Cleve Matheson, former city manager. She has worked on the Parowan Library board for years and has co-chaired the Economic Development committee. She is married to a former city councilmember. She said through all of this, she has had a lot of occasion to work with Cleve and to observe him. He understands the ordinances and the working pieces of city government. She said she respects him and has enjoyed working with him. She gave an example of making an appointment to talk with Cleve about the race track and rodeo grounds. The two of them were coming at this from different points of view. To show his skill level, by the end of their discussion, they had each broadened their point of view and had a productive conversation. After the discussion, with great excitement, he showed her a treasure - an old map of Parowan City that he had found. He told her he was going to have it framed and put on the wall. This spoke volumes to her about who Cleve Matheson is. He's a Parowan boy. He gets it, and he loves it. He served, in her observation and in her dealings with him, without personal agenda and with motivation to serve the citizenry. For those reasons, she said she wanted to leave her comments with appreciation, and certainly best wishes for Cleve and his family.

Kristen Robinson, Parowan resident, said she has worked with Cleve for a long time. She said he had a way of exciting people, getting them involved, and encouraging volunteer work. She said it was Cleve and Councilmember Shurtleff that got her involved with the flags at the cemetery for Memorial Day. She said the love that has grown from there in that work is amazing. Cleve also got her to mow the lawn every week at Meeks' cabin. He had a way of doing that with such enthusiasm about helping out and making Parowan a good place. She said he has volunteered as much time as she has without getting paid. She said she had a conversation with Don Lowder who said that this [Cleve's resignation] has taken the wind out of his sails for all of the volunteer work he has done for Parowan City. She said there are a lot of heart sick people over this, and she hoped it will be taken care of.

Tricia Harris, Parowan resident, said she has only had positive interactions with Cleve Matheson. She said it was her understanding that he left, so she just wanted to make sure that as things move forward, the situation is talked about. She said it is not good for any organization to walk out and drop everything like it didn't matter. She hoped that the situation will be talked about and explained so the public knows why he walked out and why he was willing to leave that hole in the organization.

Jed Sudweeks, Parowan resident, said that in the municipal code, appointed officers of the city are accountable first to the mayor and then to the city council. He said they are to align their duties with what they are asked to do. If being held accountable to do their job is a toxic environment, they aren't going to be happy anywhere.

CONSENT MEETING

6. Approval of City Council Meeting Minutes for July 14th and July 21st, 2022 City Council Meetings
7. Approval of Warrant Register for July 28th, 2022
8. Approval of Purchase Orders:
 - a. #1058 to Bat Electric for \$27,480.00 – 20% Progress on Billing for Flooding of Red Creek Hydro
 - b. #1059 to Riverside, Inc. for \$90,475.00 – Red Creek Hydro Flood, Partial Amount Materials

Councilmember Topham asked if the purchase orders on agenda item #8 are being paid by insurance. Councilmember Gale said that insurance will pay for all but about \$30,000. Councilmember Shurtleff pointed out that because of the health of the Electric Fund savings, this will not affect the budget.

Councilmember Burton said there should be a correction to the minutes of July 21st. Councilmember Burton talked about the Meeks Pond and Mrs. Jessica Stratton in his report. In the minutes it was written Jessica Dunlap. This needs to be corrected. Also, in the minutes of July 14th, it was mentioned that Councilmember Burton supported the 9% COLA increase if it didn't mean borrowing, but he also said he would support it if it didn't trigger truth in taxation. He wanted that added to the minutes.

MOTION: Councilmember Topham moved to approve the consent meeting items 6, 7, and 8 with the corrections that have been brought forward.

SECOND: Councilmember Bruton seconded the motion.

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

ACTION MEETING

9. H.E.A.T. Program Energy Assistance: Judy Schiers, City Treasurer

Judy Schiers, city treasurer, said that as long as she has been with the city, they have participated in the H.E.A.T. program. During the winter people who qualify are able to get money for the electric portion of their utility bill. They have come out with a new program that is only available until 2023 for cooling costs and water. The city must sign a memorandum that they want to participate in this program. She said she had Attorney Justin Wayment look at the document and he thought it was fine, there is just a lot of bookkeeping to be done. Judy said they are willing to do that if the council wants to offer this to the residents.

MOTION: Councilmember Burton moved to approve the H.E.A.T. Energy Assistance and endorse that as a city for the benefit of the citizens.

SECOND: Councilmember Downey seconded the motion.

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

10. Library Roof Bids: Councilmember Sharon Downey

Councilmember Downey said that it was brought to their attention that the library roof was leaking, but not coming into the library. They had three contractors come out. Two said the membrane was fine. One said the membrane needed to be replaced, but you can't get a membrane for a year because it comes from China. They are going to remove the ceramic tile and install a metal roof. This will help stop the bats from going in under the tile. They got three bids for the roof. Two bids have expired, but one is good until the end of the year. That contractor (Edwards) said the price of the bid is the most they would have to pay, and if the material came in at a less expensive price, he would give the city that discount. He also gave a 2-year warranty on his work. Councilmember Downey added they will have to do some work on the drainage.

MOTION: Councilmember Downey moved to accept the Tanner Edwards bid for repairing the library roof for the cost of the bid for \$26,110.

Point of Information: Councilmember Shurtleff asked if they gave a timeline of when they could start. Councilmember Downey said they had not because they have to wait until the bats leave, which will be in October/November.

SECOND: Councilmember Shurtleff seconded the motion.

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

WORK MEETING

11. Candidate Introduction – Dallas J. Guymon

Dallas J. Guymon introduced himself to the mayor and council. He is running for House District 71. He said he is new to the area. He attended SUU and loves this area. He is a transplant from Bountiful, UT. He said he is a big believer that public service is a way he can give back to his community.

Dallas said he is a big believer in accountable government. He is an advocate for a constitutional amendment for term limits. He recognizes that the infrastructure as a state can be improved. He also would like to see education improved in the state.

**12. Memorandum of Understanding with Iron County School District Regarding Lighting the “P” Hill:
Mr. Ben Johnson, Iron County School Board Member**

Ben Johnson thanked the mayor and council for what they do for the community. He said he grew up in Parowan as a boy and loved the amenities, the events and the traditions here. As an adult, he served on the city council, and realized that there is a lot of separation between the responsibilities and duties between the city and the schools. He quoted Helen Keller who said, “Alone we can do so little. Together we can do so much.” He said it was with that cooperative train of thought that he wanted to discuss the memorandum of understanding (MOU) regarding the “P” Hill.

Ben said they have talked about a BLM easement, which was approved to move forward. The BLM requested that, because there are several entities involved in this project, that an MOU be drafted to clarify each entity’s responsibilities. Through fundraising, they collected enough money to pay for and install the LED lights around the “P”. In order to do additional work on the “P”, there has to be an MOU in place with the BLM, which the city has approved doing.

Ben said that the framework for the MOU is very simple. He said this will be sent to our legal counsel so that they can take a look at it. He said his intent was to make it as simple as possible. He asked when the “P” was first put on the hill. Councilmember Shurtleff said it was in 1918. It was one of the three earliest lettered hills. Ben said his parents participated in white washing the “P”, as a senior he participated in white washing the “P”, and every graduation the “P” was lit. He said there is a lot of interest in the community to have the “P” lit up every night instead of just once a year at graduation. He said that is an important aspect of the “P”. However, he said how do we keep the traditions from the schools in place. He said he thinks they have come up with a great solution. They can have the “P” lit every night, but have it turn blue on graduation night, or special occasions or events. He said it is transitioning away from just a hallmark of graduating seniors from Parowan High School, to an emblem for the community. This background of the “P” Hill is the first part of the MOU.

The second part of the MOU is dealing with the partnership on maintaining and the caretaking of the “P”. He said they need to see what the council’s recommendation is as far as that goes. He said he feels it is best to keep that as open as possible. He said it could be set up that one entity is the controlling entity. In that case the other entities would need to get permission from the controlling entity in order to do any maintenance, like white washing the “P”. He feels that they can clarify that that maintenance can be done as needed by either entity.

The final part of this is the funding. Ben said by “funding” he means an agreement for funding for the “P”. He feels it is important that money be put away by each entity to use for the maintenance of the “P” hill. He said he has had conversations with the school district and they are happy to contribute. The thought is that if the school district and the city both put \$500/year into a capital account that is for the maintenance on the “P”, in 10 years they would have \$10,000 that they can use to replace batteries and other things along those lines. This way they wouldn’t have to reach out again to the entities for more

money. Ben said that this would certainly be up to the council if that is acceptable, but the agreement would be that the city would have those funds available. He said there needs to be a duration associated with those funds. He said as is typical with MOU's, if both parties decided to do away with that, the MOU would also go away. He said that is the simple frame work for this MOU.

Kim Bailey, PHS principal, thanked the council and thanked the many people who have been involved with this project. He said it has taken a lot of time, and it has been something that has been amazing for him to see everyone coming together, and how it has improved the community. He said they love Parowan and they want to have more of these discussions. He said he thinks there are more ways that we can come together to discuss things that are Parowan related and see what we can do to support each other and the boundaries they need to set. He said as a community we need to help, build and support each other.

Councilmember Gale asked about the \$7,500 they had already pledged to this. Ben Johnson said that money will go towards powering the "P". He thinks the school district will match that amount, and they will need an additional \$7K. He said he is not concerned about raising that money.

There was a discussion regarding the solar batteries. The current cost is \$8K, however the battery life is about 20 years. If we have \$10K in the bank in 10 years, the battery will be covered. They have spoken with a solar specialist in Cedar City, which is where they have received most of their information.

Councilmember Gale asked who will carry the insurance on this. Ben said that is something that will need to be discussed. He said they will have to see what the best risk benefit will be. He said that should certainly be part of the MOU as far as who will do what.

Councilmember Topham asked what happens if in several years the school district decides they don't want to be involved with this project any longer. Ben said that is why he wants Parowan City to hold the money. He explained that the MOU is between Parowan City and the Iron County School district, and the easement is with the BLM.

Mayor Halterman asked for an update on the auxiliary building at the high school. Ben said they have started with the upgrades on Canyon View Middle School, Cedar Middle School, and Cedar High School. All of these have come in over budget. The school district has specifically stated that Parowan's project will be held harmless, and they will receive the money for the project that was held in the bond. They will most likely have to postpone the upgrades on the bus garages. Parowan's building will have a direct day to day effect on the students. The bus garage can continue to function as is until they can afford to upgrade at a later date.

13. Police Department Step & Grade Increase Determination: Chief Mike Berg

Chief Berg was tasked with working through the matrix to reclassify the police officer positions to reduce the cost to the budget. He made a power point to show how that process was done because it is very objective. It is a complicated process to learn, but they were able to figure it out. He said reclassification hasn't been done on any position in the city since 2007. This matrix makes it very clear how to classify positions based on the quality of the job, the need for the job, and the knowledge of the job. He went through each of the matrix factors in his presentation, and how the matrix works. The interesting thing was he worked the matrix for each position based on job description. Callie Bassett, HR officer, with limited knowledge of police work, also worked the matrix for one of the positions based on job description. Each of their number totals were converted to a grade. Their

numbers were a little different, but they both ended up with the same grade. By doing this exercise and reclassifying the positions, they were able to reduce the overall proposed numbers (the initial 32% increase) by \$43,000.

Judy Schiers, City Treasurer, said they had figured a budget increase of \$200,000. This wasn't all police wages – it was the other employee wages, it was increased cost of materials, gas, etc. She said even with this reduction, the city still needs to go through the truth in taxation process. She said we are not going to need as much as initially asked for, however they talked to the auditors and they said they could manage it this year without doing truth in taxation, but it would take every bit of the city's savings to do so. State Law requires that 5% – 35% be kept in a savings account. Parowan tries to keep at least 12% in the bank. She said Chief Berg has been able to take down the cost quite a bit. Judy told the council that 90 cities in Utah are doing truth in taxation this year for the purpose of increasing their public safety wages. Judy also said that if they don't do the truth in taxation process, they will have to pull money back from the capital funds to keep the 12% savings.

Councilmember Downey asked if these figures include the 9% COLA. Chief Berg said they do. She said she compared her numbers to Chief Berg's numbers, and his were lower. Chief Berg explained that Callie had the step and grade chart with the dollar value of the 9% COLA, and that is what the median average was based off of, not the current FY22 step and grade. He explained that the reclassification allowed them to take the officer and put him in the pay grade to where the median average of Iron County was. He said they actually went a step lower than the median. He also explained that it's not a percentage increase across the board. It is an increase to get them to the median average, and they worked those numbers very conservatively.

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

Councilmember Shurtleff reported that the historical preservation committee met with the representative from Tink's Auto (who purchased Fads). They brought in plans to show the upgrades to the building. The committee voted unanimously in favor of allow them to move forward with their renovations. Councilmember Shurtleff received an email from a concerned citizen. This person was concerned that a council person vote on an employee's pay raise when that employee is a spouse. He said he would like to address this concern. He said when he was asked to run for city council, his wife, Heather Shurtleff, was already an employee of Parowan City. Utah League of Cities and Towns was contacted, and he was told that in many small cities in Utah, this is a common occurrence. The rule of thumb that he was given is that if a vote affects all employees equally, he should declare a personal interest, but was allowed to vote. They did say that if there was a vote specifically for his relative, that is when he should abstain. There is no law that state he cannot vote. It is all about public perception, and he takes that very seriously. He talked about "the division of the vote", where they could make a motion, a second, and vote on each employee's raise individually, and when it came to his wife's name, he would abstain from that vote. He said he want it to be very clear that he would never put the council or the city in a position where they felt he was doing something inappropriate by his vote.

Councilmember Gale reported that he didn't have any meetings. He said, because his wife is also an employee of Parowan City, he also checked into the appropriate measures he should take. He agreed with Councilmember Shurtleff's position.

Councilmember Downey didn't have anything to report.

Councilmember Topham said she didn't have any meetings either, but she wanted to remind everyone about the production at the Aladdin. The concert in the park on Friday is the last one for the summer. She hopes that concerts in the park will be able to run longer next year depending on the budget.

Councilmember Burton reported on the Meeks Pond. He reported that the dredging is completed and they need to get the headgate in for the diversion ditch and tie in the water however they determine is appropriate. They need to get the footage on that. The DWR is going to work on that. He hopes to have a meeting on this soon. He also reported on the planning and zoning meeting. They are in need of two new members. Larry Zajac is the chairman of that commission. The commission is continuing to function and take care of the city's business. He said the progress on the fairgrounds is looking great. They hope to be ready by the fair. He said it is really coming together and will really be an addition to this community. He said he is impressed by the number of people that are attending the concerts in the park. He feels this is a very successful event and hopes that it will be extended next year as well. He said the production at the theater is amazing. He was very impressed. All those involved need to be recognized and commended. He said he is also curious about the water loading station.

Councilmember Shurtleff added that the Historical Preservation committee is in need of another member.

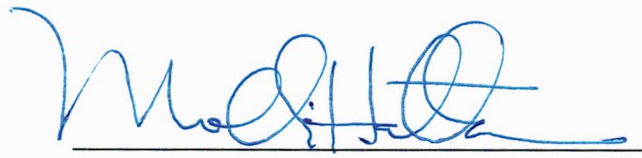
15. Closed Session: No closed session was held.

16. Adjournment:

MOTION: Councilmember Topham moved to adjourn the meeting.

SECOND: Councilmember Burton seconded the motion.

VOTE: The Council voted unanimously in favor of the motion. The motion carried. The meeting was adjourned at 7:42 p.m.



Mollie Halterman, Mayor



Callie Bassett, City Recorder

Date Approved: FEB. 9, 2023