

**Town of Farmington
Regular Town Council Meeting
August 16th, 2021 – 6:00 PM
Telephone Dial-in Available
Telephone: 1-484-420-7819 / PIN: 691 181 566#**

ROLL CALL:

Mayor Brian Oliver, Councilmembers: Lavon Walser, Shelly Lobdell, Blanche Rhea and Diana Oliver (phone in). Absent:

VISITORS: Monty Rojas, Brian Westgate, Kurt Bartelheimer, Todd Lobdell, and Haleigh Varney

OPEN REGULAR TOWN COUNCIL MEETING:

Farmington's August 16th, 2021, Regular Town Council Meeting was called to order at 6:00 PM. This was an on-site meeting made available with a phone in option.

APPROVAL OF THE CONSENT AGENDA:

- Approval of the July 19th, 2021, Regular Town Council Meeting Minutes
- Approval of the July 20th thru August 16th, 2021, Check Register with expenditures totaling \$9,488.95, claims total \$5,230.17 and payroll total \$4,258.78.
- Approval of the July 2021 Treasurer's Report; total cash balance of \$301,477.13 with \$211,230.36 in the checking account and \$90,246.77 in the MMDA Account.

Lavon Walser **MOVED** to approve the consent agenda for the August 16th, 2021, council meeting. Blanche Rhea **seconded the motion and the motion carried unanimously.**

OLD BUSINESS:

- JIS System is in the process of uploading the town's ordinance so code enforcer Tina Coe can issue citations. The ordinance stating the penalty amounts will supersede all past ordinance violation amounts. It now reads 1st offense is \$125, 2nd offense is \$250 and 3rd offense will be \$500. Blanche wonders if the ordinance needs to specify the amount of time that can lapse between original citation and next citation. Mayor Oliver said Tina will specify this in her citation depending on the issue she would be dealing with; likely it will be a 48-hour period issued to remedy the situation. Mayor Oliver said Ordinance 253-21 is presented to formalize the tiered penalty fee schedule. Shelly Lobdell **MOVED** to approve Ordinance 253-21 detailing the penalty fee schedule. Diana Oliver **seconded the motion and the motion carried unanimously.**
- Mayor Oliver said a selection of an Engineering company needs to be made to help guide Farmington through future projects. 3 well suited engineering companies made presentations to the town. Layne with JUB presented at town hall first. Steve with Century Engineering was the second representative present at a town hall presentation. Keltic Engineering presented via Zoom after they had toured the town's system. Diana said she was most impressed with Keltic Engineering, she felt they were a little more in line with the town's agenda, smaller but invested. Shelly, Blanche, and Lavon said these were almost their exact notes on Keltic Engineering and they are also in favor of moving forward with them. Council was unanimous in the selection of Keltic Engineering to begin working on granting programs for the Town of Farmington.

NEW BUSINESS:

- Mayor Oliver said that maintenance worker Monty Rojas has been with the town almost a year now, so it is time to evaluate a vacation and sick policy for the Public Works position. Council needs to decide if this will be an accrued benefit over the next year or banked at the beginning of the year. Mayor Oliver said his employer provides 2 sick days a year and then 1 week of vacation for years 1-3 and between year 3 to 5 it would become 2 weeks of vacation. Blanche suggested an 80-hour cap be placed on the vacation in case the vacation isn't used in the first and second year and then the position is vacated so it doesn't leave a large amount to be paid out. Mayor Oliver said since it is an hourly position, there would be no comp time offered. Blanche also suggested that if the position is vacated, anyone coming in would have to complete the 1-year probation before being eligible for sick and vacation pay. It was decided the vacation would be available in an upfront bank at the 1-year anniversary but would only be paid out at severance depending on how many weeks the employee was through that given year. Shelly Lobdell **MOVED** to approve the vacation-sick policy. Blanche Rhea **seconded the motion and the motion carried unanimously.**

- Mayor Oliver said there is a levy letter stating the purpose for collecting levies for the general fund and the street fund. This letter will be distributed so eligible voters can be informed what the money is used for when they are voting in the general election November 2, 2021. Lavon suggested putting it in both the October and November bills.
- There is a survey that the planning and zoning committee created and would like to distribute to get feedback from the community. The survey is currently with the attorney to make sure everything in it is appropriate. The survey will likely go out with the September bills. Blanche said she attended a planning and zoning meeting, and it was evident they want some direction from the council on what the most important items are for them to be discussing and providing feedback. Blanche suggested that in the future maybe one council member could attend their meeting each month to provide some guidance. There is also a vacant spot on the committee as Shelly Asmus has to drop the commitment so that she can run for a council position in Tekoa.

COUNCIL COMMENTS:

Diana asked when the town will be able to start issuing citations for people living in RVs and junk vehicles in town? Mayor Oliver said as soon as the JIS system is uploaded with the ordinances, then a citation book needs to be acquired and then Tina can begin taking care of issues. Diana said there is some extensive remodeling going on at the 4th and Chestnut home and wonders if they have pulled a permit. Cody said he gave building inspector, Steve Haxton details and a phone number already to inform them a building permits needs to be filed with town hall.

Blanche questioned the permit on Lincoln Street which was red tagged for non-payment. Cody confirmed no payment was received on the bounced check, so the permit is still invalid. Mayor Oliver said there should be no building go on there and if it is determined there is while it is red tagged, they will be cited and charged a penalty for each day they work without an active permit. Cody clarifies there is an active permit for re-roofing the property just not working on anything other than the roof. There also is no active water and sewer at this property. Blanche also questioned the water and sewer connection that was approved for the B / Washington Street property. Mayor Oliver said this property has been approved for connection if a licensed/bonded and insured contractor is digging or working on the system. This approval was for this property only, any other property connections need to be presented to council before commencing. Blanche said the expectations of the council and the ordinance are clear on what needs to happen to make this connection and wonders why this continues to be an issue? Blanche suggested getting in contact with Cascade Computing and getting the cameras installed in town.

Clerk-Treasurer's Comments:

Cody said the budget is in great shape and budget season is upon us again. At the next council meeting he will provide a 2022 preliminary budget to everyone for mark ups. The preliminary budget hearing will be held during the October meeting and the final budget hearing will be held in November.

Mayor's Comments:

Mayor Oliver said he will try to get Monty on street stripping and maybe some paint touch-up on the bell tower before the wet weather sets in for the year. Next spring, he would like to see the windows replaced in the fix-it shop.

Shelly Lobdell **MOVED** to adjourn the meeting at 6:41 pm. Lavon Walsler **seconded the motion and the motion passed unanimously.**

Mayor Brian Oliver

Attest: _____

Cody Lord Clerk-Treasurer
Town of Farmington - Regular

Town Council Meeting
Monday, August 16th, 2021 - Farmington Community Center
6:00 PM - 6:41 PM