

Minutes of Sweetser Town Council
October 27, 2022

I. The meeting was called to order by Chuck Briede at 7:00 pm; the roll was called as follows:

Roll Call:

Kyle Taylor-Present

Matt Stewart-Present

Travis LeMaster-Present

Dave Fox-Absent

Chuck Briede-Present

The roll was followed by the Pledge of Allegiance and a prayer.

II. **Minutes**

After discussion, Matt Stewart made a motion to approve the minutes of the October 13, 2022, meeting as written. Chuck Briede seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

III. **Bills**

After discussion, Travis LeMaster made a motion to approve the Bills Docket of October 27, 2022, as submitted. Chuck Briede seconded the motion.

Kyle Taylor-Aye

Matt Stewart-Aye

Travis LeMaster-Aye

Dave Fox-Absent

Chuck Briede-Aye

IV. **Public Forum**

- Beth Johnson of UCI Consultants was in attendance and presented a proposal to update the Sweetser PASER data (Pavement Surface Evaluation and Rating). The PASER ratings are done every two years with an update due in the interim year. The amount of the proposal is \$1,200.

V. **Department Reports**

Maintenance Department - Patrick Alvord was in attendance

- Patrick reported they have the new salt spreader installation scheduled. The truck will be unavailable for about a week. Thus, the leaf pickup will be slowed during that time.
- Patrick said they will put the flags up next Wednesday for Veteran's Day. They plan to install the Christmas Lights when they take down the flags.
- At the corner of Kelly and Nancy there are two dead trees near the lift station that need to come down. A resident has offered to take them down.
- Kyle said there are also two trees at the corner of Scott and Winger that are obstructing the stormwater flow into the field and need to be removed. He said we will get quotes for that work as the trees are too large for our crew to handle.
- Patrick reported that the sewer televising has not revealed any significant issues to this point.
- Innovative Pipeline Systems is still considering purchasing the town's camera system. There was a discussion of the asking price and other potential buyers.
- Kyle provided an update on the repair status of the treatment plant generator and the lift station generators.
- Kyle reported that we need to be recertified to dispose of the waste that comes off the screen system. Element Materials will perform the testing.

Police Department – Marshal Ryan Hornback was in attendance

- Ryan reported the department has received a \$500 donation.
- Ryan reported on the results of the monitoring traffic at the intersection of Main and the trail.
- The new Tahoe is going in to get the new radar power cord and the patrol rifle mount installed.

Parks Department—President Steve Kelley was not in attendance.

- No report

VI. Continuing Business

- Revised job descriptions were reviewed as were staffing and compensation levels. Matters tabled for now.
- Kyle said we are waiting on some numbers from Steve Brock in order to finish the proposal that is to go to Oak Hill for them to come on to the town sanitary system.
- Chuck said we have signed a contract with the county for the demolition of the Bragg Street property and they are beginning to firm-up their fall schedule of demolitions.
- Discussion of the proposed 2023 budget resumed. There are six funds that need reductions in appropriations.

After discussion, Matt Stewart made a motion to pass Resolution 2022-2 Appropriation Reduction Resolution for Fund 0708 Motor Vehicle Highway in the amounts of \$13,745 for Personal Services and \$29,228 for Other Services and Charges for a total reduction of \$42,973. Travis LeMaster seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

After discussion, Travis Lemaster made a motion to pass Resolution 2022-3 Appropriation Reduction Resolution for Fund 1215 Non-Reverting Capital Projects in the amount of \$100,000 for Capital Outlays for a total reduction of \$100,000. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

After discussion, Travis LeMaster made a motion to pass Resolution 2022-4 Appropriation Reduction Resolution for Fund 9500 Local Law Continuing Education in the amount of \$6,815 for Other Services & Charges for a total reduction of \$6,815. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

After discussion, Travis LeMaster made a motion to pass Resolution 2022-5 Appropriation Reduction Resolution for Fund 9501 CEDIT in the amount of \$9,000 for Other Services & Charges for a total reduction of \$9,000. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye

Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

After discussion, Travis LeMaster made a motion to pass Resolution 2022-6 Appropriation Reduction Resolution for Fund 9502 Sweetser TIF in the amount of \$79,000 for Capital Outlays for a total reduction of \$79,000. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

After discussion, Travis LeMaster made a motion to pass Resolution 2022-7 Appropriation Reduction Resolution for Fund 9505 ARPA in the amount of \$100,000 for Capital Outlays for a total reduction of \$100,000. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

- At the October 13, 2022, meeting, there was a public hearing on the 2023 proposed budget. The hearing resulted in no changes to the proposed budget, and it was passed on second reading. Chuck Briede presented the proposed 2023 budget for adoption.

After discussion, Travis LeMaster made a motion to adopt on the third and final reading Ordinance 2022-5 Sweetser Town Budget for 2023. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

VII. New Business

- Discussion of the proposal from USI Consultants to update PASER ratings resumed.

After discussion, Kyle Taylor made a motion to accept the proposal from USI Consultants to update the town's PASER rating for \$1,200.00. Matt Stewart seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

- Mike Kleinpeter of Kleinpeter Consulting Group was in attendance. Mike is an OCRA (Office of Community and Rural Affairs) Certified Grants Administrator and also monitors compliance with SRF (State REVOLVING Fund) Labor Standards. Mike presented a detailed description of the income survey process, which survey is necessary to qualify for grant money through OCRA or the SRF. The cost of the survey for an OCRA grant is \$3,000 and takes 3-4 months to complete. Mike distributed a sample survey

to the council. The SRF income survey requirements are more extensive and restrictive than for OCRA and the expense is greater. Mike also described the matching requirements for OCRA grants and factors that weigh positively in OCRA's consideration of projects.

After discussion, Matt Stewart made a motion to accept the proposal from Kleinpeter Consultants to conduct an income survey for OCRA grant purposes for \$3,000. Kyle Taylor seconded the motion.

Kyle Taylor-Aye
Matt Stewart-Aye
Travis LeMaster-Aye
Dave Fox-Absent
Chuck Briede-Aye

- There was a brief discussion of the possibility of installing an EV charging station in town. Matter tabled.
- Kyle said we will soon need to purchase a new pick-up to replace the silver GMC. We will also need to replace the 2012 Tahoe police cruiser in the near future.

VIII. Adjournment

There being no further business before the council, the meeting was adjourned at 8:46 pm.

Respectfully Submitted,
John Potter
