

Torrey Town Minutes
Regular Meeting held September 7, 2011
Torrey Town Hall
6:00 pm

Present Mayor Adus Dorsey II ABSENT.

Council Members Present

Janet Hansen
Curtis Cook
Jamie Austin
Jen Howe

Council Members Absent

Welcome: Mayor Pro Temp Jamie Austin welcomed and called the meeting of September 7 2011 to order at 6:00 pm. Then Jamie explained he was acting as Mayor Pro temp in the Mayor Absence. The Mayor was out of Town. Jamie stated that this meeting was the regularly monthly meeting but that the date had been changed. A motion to approve the minutes of the August 11, 2011 meeting was made by Janet Hansen and seconded by Curtis Cook. All voted in favor.

Financial Report Colleen Dudleston: At the Mayor's request, Colleen brought checks that needed to be signed and asked if Jamie could sign the check in the absent of the Mayor. The Mayor has requested that the bills be brought to the town meeting for his signing.

Jen had some questions on some of the money that was spent from the capital projects funds regarding the park. Colleen explained that all grant money has to go into the Capital projects fund and so the money being taken out of the fund by Janet is part of the grants she has received. Colleen presented the bills to the council and Janet made a motion to approve the bills and pay them. Councilmember Jen seconded it and all was in favor. Colleen gave all the councilmembers a copy of their department expenditures and balances. She also reported on the water account. The usage was 6,981,000 gallons and the utility billing cycle brought in \$13,967.00 for the water used in the month of August.

Regarding Purchase orders: Colleen stated she appreciated the way Janet has asked and given her purchase orders for items she has purchased. She just wanted to remind all that when purchasing something for the town please come in and pick up a purchase order or fill out a form so we have a paper trail. This will make it easier to make sure the money is coming from the correct accounts. Just a reminder that if you wish to be reimbursed for things that you have purchased you must fill out the proper form and present it with the receipt in order to be paid.

Maintenance Report. Chad Williams the Water Survey Team that came to inspect our system had a few concerns but because we have good records of our maintenance, Chad

was told to keep doing what we were doing as far as repairs were concerned. Chad mentioned that Phillip Pace's cattle line and wildlife line was hooked into the water line and the division of water wanted Chad to cap the line but Chad felt he could fix it so it would meet the water requirements and keep peace with the ranchers.

South Central is coming to town with fiber optic cable on the north side of Hyw. 24. They sent an application for Construction, Excavation and Right of way for the town to sign and grant them permission to proceed. They asked if the town had any special conditions for the permit. The council wants all roads put back in the best working order. Any wire or broken lines will be repaired by So. Central if its properly blue staked by the town. Chad felt that we could work with So. Central with good communication. The council also asks that all rocks that are bigger than 3 inches be hauled off.

Council Member Reports

Parks Janet Hansen: Janet reported that the park pavilion has two more wedding receptions left and that will complete the season. However the last reunion caused a bit of confusion. Someone had scheduled the park without checking the calendar and people were in the Pavilion when the Mulfords arrived. The Mulford's reunion had to go elsewhere for Friday. Janet asked to please check with her or Paula on the pavilion schedule so as to make sure it is not interfering with someone else's event. We have a calendar in the office and all dates of events are written on it.

Janet gave a report of the new cabinets that will be installed in the pavilion. Hopefully they will be in before the Johnson wedding in October.

Chad and Tim have about completed the installation of the climbing wall, the bouncing duck and the sand volleyball court. She thanked them for all their hard work. The park has been well used. One more load of sand is necessary for the volleyball court and some more chips will be placed under the climbing wall. Janet has talked with LeEllen McCartney of the Wayne Athletics and she is planning on having a fund raiser "Push-ups in the Park" with the youth. The time has not been set. The proceeds will go to new basketball cement and a basketball standard.

Janet expressed her concerns with the grill that Jeff Harding built for the park because it is not up to code and there are not any adjustments to raise or lower the grill for cooking. There are only a few inches between the floor and the grill. Janet was afraid someone could get burned trying to get the coals or bricketts out of the cooking area. She stressed that we have been trying to get the park free of risk management issues and she felt the grill was a safety issue. It is not coated and will rust when wet. The bill was \$250.75 and she asks that the council should decide what to do with the bill. Janet had the council look at the grill so they could see her concerns. Much discussion was heard from the council. Jamie felt that Jeff just did what he was told to do so the council should pay him. Curtis felt that the town should have a grill that was up to standards. Jen also felt that the grill could be unsafe. The consensus was to purchase a new grill that met the standards, and pay Jeff. The new one will be installed in the spring.

Janet felt the Big Apple should not have as large of fee as we charge when the Town people want to use it. It should still be scheduled through the town clerk so we know when it is in use. We built it to be used and she thinks it would get more use if we didn't charge. The council felt that the big Apple would be used more if the price were lower. Because there is always some cleaning to be done, there needed to be some sort of a fee. It was motioned by Janet Hansen to charge 50.00 for the Big Apple with \$25.00 refunded if cleaned up (this is instead of the current \$75.00), and 25.00 for towns people which would refunded if cleaned up. Curtis Cook seconded it and all voted to change the price of the Big Apple fee. At this time Paula brought up the fact the Old Time Fiddlers would like to use the Big Apple and rather than giving the town a fee, would give them half of the gate receipts. They have a following of about 90 people that would be traveling in trailers and would bring some revenue in to town. The council agreed to let the Fiddlers use the Big Apple.

Wade Hansen has met with Lowell Volden and talked about the bench that is to be placed in the park. Wade wants to inscribe a flat rock with the message Lowell wants because Wade thinks it would work better. We certainly appreciate his donation in behalf of his wife for our fund raising efforts for the Eccles Grant. The town will work with him in getting the bench and rock in place

Another concern was the use of the Park Dumpsters; people are continuing to use the containers for their personal use. The council said we needed stickers or a painted sign on the dumpster that it is for town use only.

Cemetery Jen Howe: Work on the plat map is being done in the office. When it is finished, the town will have a nice map of where all the people are buried and what gravesites have been sold.

Water Jamie Austin: Most of the water information was given in the maintenance report.

Roads and Streets: Curtis Cook All things are looking good.

Jamie ask if there was anything to report from the Mayor. Paula commented that the town would not be using the CIB grant for the firehouse, and that the Mayor would be pursuing CIB options for our water system.

Planning and Zoning Jen gave an update on the planning and zoning meeting. A flyer will be sent to all people who do not receive water bills. This would include those people who own property with no hookup or those on a well. Jen ask if there was any interest in pro-rating the water rates. One of the council concerns was how many residences and commercial business we had on the same meter. Chad was going to check on multiple hookups and report next meeting. Jen also asked if the town had any issues or concerns they would like the planning and zoning committee to consider.

Jamie presented the rewritten Business license to the council and Jen made a motion to adopt and accept the business license as presented. All were in favor with a roll call vote.

Jamie, Jen, Janet and Curtis voted yay.

Next on the agenda was Chad and employee benefits. Much discussion was held on the benefits. Curtis asked to review the information that we have about other towns. Discussion was heard on sick leave, annual leave, retirement and comp time. Different options were presented and the council discussed each one. It was decided to give Chad (or full time employee) annual leave. 0-1 year 1 week, 2-10 years 2 weeks, more than 10 years 3 weeks. Sick leave was discussed also. Curtis suggested we follow similar towns policies. It was determined that sick leave could be used for family members, meaning spouse and children. Chad will receive 4 hrs of sick leave per pay period. Comp time was discussed. Jen voted not to give comp time and Janet and Curtis voted to give it to Chad and Jamie abstained. It was decided the town would pay into the state retirement for Chad. Enrollment in the retirement programs shall be in accordance with the state Laws and regulations. It was again stated that money had been set aside in the budget to begin with state retirement should the town council approve the benefits. Colleen would call Pelorus and see how to set it up. Chad would come in at the entry level. Based on the discussion, Janet made the motion that Torrey Town give Chad benefits which include annual leave, sick leave, retirement at entry level, and comp time. It was seconded by Jamie. All council members voted in favor of giving benefits. Chad asked when these benefits would become effective and it was said as soon as we could set it up with the state, so possibly the first of November.

Paula also commented on the employee handbook that Mayor Dorsey has asked her to compile. She gave a list of items that could be included into the handbook, and presented the pages that she had typed up. She asked the council for their input and suggestion for the handbook. Curtis said to keep it simple he felt like we did not need everything a big city might need. Janet agreed that simple is better. Paula said she would have more for the council to review at the next meeting. All things discussed would be explained in more detail in the handbook with the ok of the council and Mayor.

The cemetery ordinance was reviewed and the council discussed things they would like to see changed. These things included charging for burial sites dug on the weekend and holidays, Different forms, and raising of cemetery rates. Also the changing of ownership of gravesites was discussed.

The council discussed raising rates of burial plots. Curtis made the motion to raise the plot prices for in town by \$100.00 and out of town \$150.00. It was seconded by Jen and all were in favor. There was a discussion on the floor about opening and closing prices. Because of the late hour, there was a motion to table the cemetery ordinance with more discussion until the October meeting.

Janet made the motion to dismiss the meeting and it was seconded by Jen. All were in favor and the meeting was dismissed at 8:30 pm.

