

The **Beaver City Council** met in a **regular session** at **5:00 p.m.** in the Beaver City Center located at 30 West 300 North on **Tuesday, June 25, 2024**. The following members of the Council were present: Mayor Matt Robinson, Council Members Randy Hunter, Alison Webb, Lance Cox, and Owen Spencer. Council Member Tyler Schena excused. Also, present were City Manager Jason Brown, City Attorney Justin Wayment, City Treasurer Stacey Phelps, and City Recorder Patty Simard. Public present: Jackie Whittlesey, and Mark Whittlesey.

The opening prayer, pledge and thought was offered by Council Member Cox.

#### **CITY COUNCIL MINUTES APPROVED:**

Minutes of the previous **regular council meeting** were presented. Council Member Webb a motioned, and Council Member Cox seconded to approve the minutes from **June 11, 2024**. All voted in favor. None opposed.

#### **BILLS APPROVAL:**

Bills were presented and reviewed by the City Council. Council Member Hunter motioned, and Council Member Spencer seconded to approve the proposed bills for **June 6, 2024, and June 20, 2024**, as presented. All voted in favor. None opposed.

#### **CONFLICT OF INTEREST STATEMENT:**

Mayor Robinson indicated that he would have a conflict on agenda Item items for the City Center ADA and Outdoor Plaza Projects, because his brother owns Tushar Contracting Inc. No other conflicts of interest were voiced at this time.

#### **DONATION REQUEST NATIONAL DAY OF SERVICE BBQ:**

City Manager Brown indicated that Cindy Peterson with Beaver County's National Day of Service Committee contacted him. She submitted a donation request to Beaver City for \$200.00 to help pay for dinner after the day of service. Council Member Cox made a motion to donate \$200 for the Day of Service BBQ. Council Member Webb seconded the motion. All voted in favor. None opposed.

#### **MAY 2024 FINANCIAL STATEMENT REVIEW**

Treasurer Stacey Phelps presented the revenue and expense statement for May 2024. She reported that 92 % of the fiscal year has lapsed. The general fund, electric fund, water fund, sewer, and pressurized irrigation fund are operating in the black. The golf course and airport are currently operating in the red. City Manager Brown mentioned that an application has been sent to CIB and he will meet with the CIB Board of Directors on September 5<sup>th</sup>. Mayor Robinson inquired if funds can be transferred from one enterprise fund to another? Treasurer Phelps indicated she will reach out to auditors and ask.

#### **EMPLOYEE BACKGROUND CHECK POLICY DISCUSSION AND APPROVAL:**

Treasurer/HR Stacey Phelps explained that legislation is requiring the state libraries to have an employee background check in place before June 30, 2024. She explained that she and City Manager Brown had written and reviewed the policy and then it was sent to City Attorney Wayment for his approval. Council Member's discussed the background policy and voiced concerns to have completed for all new employees. Treasurer Phelps indicated that she needs approval to comply for the library and will investigate what the recreation department uses and how to get software or access to Bureau of Criminal Information (BCI). Council Member Hunter made a motion to accept the employee background check policy. Council Member Webb seconded the motion. All voted in favor. None opposed.

#### **CITY CENTER ADA IMPROVEMENT PROJECT DISCUSSION & DIRECTION:**

City Manager Brown reported that the bid opening for the City Center ADA Project was held. The engineer had estimated the total project at \$371,000 and the bids came in significantly higher. City Manager Brown explained that the bid was written into two schedules. Schedule one was for the outdoor areas, sidewalk, ramp, steps into the building and schedule two was for the kitchen and interior work. The low bid for schedule one came in at \$384,621.96 from Desert Development. The over-all low bid came in at \$517,000 by Tushar Contracting. Both contractors indicated they were not interested in doing only schedule two. The CDBG Grant awarded \$350,000 for the project. Anything above that is the city's responsibility. City Manager Brown indicated that he recommended awarding schedule one and later, schedule two could be awarded. City Recorder, Patty Simard questioned splitting the project. She stated her understanding was that the grant was awarded for the complete scope of work. Clarification will be sought from the CDBG team. Mayor Robinson reviewed the discussion items and decisions voiced on the City Center Improvement Project, as he understood them. There is one year left to complete the City Center ADA Project. Council Member Schena made a motion to award schedule one and two to the lowest bidder. Council Member Spencer seconded the motion. All voted in favor. None opposed.

#### **OUTDOOR PLAZA PROJECT & DIRECTION:**

City Manager Brown gave the council a breakdown of the revised bid from Tushar Contracting. Tushar Contracting was the only contractor that provided a bid for the outdoor plaza project. City manager Brown stated that Beaver City received \$200,000, there is an additional donation of \$35,000 to go toward this project along with a donation from the Prevention Coalition for the picnic tables. City Manager Brown indicated that originally the cost was bid at \$691,000. He said he discussed the project with Nate Robinson, Tushar Contracting, and they produced some cost saving ideas. One idea was to have some of the groundwork be completed by the city crew. The council could decide to also switch the type of block being used. Have cement under the pavilion instead of pavers, subtract some of the decorative planters on the west side of the pavilion. There would be reduced costs with some ideas presented and the final numbers would need to be calculated and presented. City Manager Brown also indicated that there would need to be bathrooms accessible for the plaza activities. He stated that the critical areas within the City Center are closed and locked, but there will need to be some building access upgrades made and there would still need to be

additional money provided by the city to complete the project. Council members discussed the possibility to take out a short-term loan to complete the projects. There is one year left to complete the Outdoor Plaza Project. Mayor Robinson reviewed the discussed items and decisions voiced on the Outdoor Plaza Project. Council Member Schena motioned to continue the plaza project, and to award the bid, with the discussed modifications and other potential cost savings to the lowest bidder. Council Member Spencer seconded the motion. All voted in favor. None opposed.

#### **PUBLIC HEARING FISCAL YEAR 2024 BUDGET TO ACTUALS:**

Council Member Schena motioned, and Council Member Cox seconded to move into public hearing for the purpose of public comment on amending the fiscal year 2024 budget to actuals. Council Members Spencer, Cox, Schena, Webb, and Hunter voted yea by roll call vote. The motion passed with a majority vote. The council entered the public hearing at 6:10 p.m. Mayor Robinson welcomed those in attendance at the public hearing. City Treasurer Stacey Phelps reviewed the FY 2024 budgeted balance amounts with council members. There being no public comment, the Council moved out of the public hearing at 6:15 p.m.

#### **APPROVAL OF FISCAL YEAR 2024 BUDGET TO ACTUALS:**

Council Member Webb made a motion to amend the fiscal year 2024 budget to actuals. Council Member Schena seconded the motion. All voted in favor. None opposed.

#### **BEAVER CITY SWIMMING POOL FUTURE DISCUSSION:**

Council Member Schena indicated that he had asked for this item to be added to the agenda. He stated he feels the council should talk about the future of the swimming pool. His thoughts were once the wellness center was up and running, to take off the roof of the pool and just have it be used in the summer months like the other pools in the county. Instead of getting rid of it all together. He indicated that he has noticed that there are more using the open swimming pools in Minersville and Milford areas than here in Beaver. He said personally, he does not like to be in the enclosed in the summer, because it is so hot, humid, and uncomfortable. Other ideas were discussed for the property. Mayor Robinson explained that recently he had a meeting with the Beaver County Commissioners, and he was informed that the funds the county gives to the city for the swimming pool each year are from a recreation tax. He stated that the commissioners were willing to revisit this tax if necessary.

#### **FRAUD RISK ASSESSMENT DISCUSSION:**

City Recorder Patty explained that the upcoming fraud risk assessment survey. She asked that each member of the board complete the survey to be discussed at the next council meeting. She also reminded council members that there is required training each member is supposed to take within four years of election date.

#### **ADMINISTRATIVE/COMMITTEE REPORTS:**

##### **City Mayor Robinson:**

Matt reviewed the July 4<sup>th</sup> events. Council Member Schena indicated that he would not be in Beaver for the fourth to help with the foam machine. Council Member Webb indicated that she has contacted Lucia Medrano to help with the face painting.

**City Manager Brown:**

Jason indicated that the Crusher in the Tushar has donated five spaces to Beaver City to use on July 12<sup>th</sup> at their 2024 Expo. He would like to use one for Beaver City to sell the puzzles and then have a random drawing for interested businesses to use. Council Members Webb and Spencer indicated they could help sell the puzzles at the event.

**Council Member Spencer:**

Tyler said he ordered the council's parade candy for the 24<sup>th</sup> of July parade. City Manager Brown will check with the golf course manager on the availability of using the golf carts for the parade.

**CLOSED SESSION:**

Council Member Schena motioned, and Council Member Cox seconded to move into closed session to discuss purchase, exchange, or lease of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction. Council Members Spencer, Cox, Webb, and Hunter voted yea by roll call vote. Council Member Schena excused. Motion passed with a unanimous vote. The council moved into closed session at 6:51 p.m. and moved out at 7:28 p.m.

Council Member Webb motioned, and Council Member Cox seconded to adjourn the meeting. All voted in favor. None opposed. The Council Meeting was adjourned at 7:32p.m. The next scheduled regular Council meeting will be held July 9, 2024, at 5:00 p.m.



**APPROVED:** \_\_\_\_\_ **ATTEST:** \_\_\_\_\_  
**MATTHEW ROBINSON** **PATTY J. SIMARD**  
**MAYOR** **CITY RECORDER**