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DELTA CITY COUNCIL REGULAR MEETING
Wednesday, January 03, 2024 at 7:00 PM
Delta City Municipal Complex Council Chambers*

MINUTES

2 **CALL TO ORDER**

3 PRESENT

4 Mayor John Niles

5 Council Member Betty Jo Western

6 Council Member Nick Killpack

7 Council Member Kelly Carter

8 Council Member KC Bogue

9

10 ABSENT

11 Council Member Kiley Chase

12 ALSO PRESENT

13 Todd Anderson

14 Sherri Westbrook

15 Michelle Lovejoy

16 Travis Stanworth

17 Dent Kirkland

18 Chase Larson

19 Jody Anderson

20 Kim Carter

21 Jill Bogue

22 Christina Stanworth

23 Bryan Christensen

24 Jessica Christensen

25 Howard Webb

26 Scott Nickle

27 Britton Nielson

28 DJ Johnson

29 Chase Poulsen

30 Chris Christensen

31 Deb Christensen

32 Lynn Ashby

33 Jared Poulsen

34 Stetson Henrie

35 Nicole Henrie

36 Howard Western

37 Kurt Forsyth

38 Matt Ward

39 Tyler Shank

40 Jon Haderlie

41 Amanda Robison

42 RL Robison

43 Mark Murray

44 Dan Hathaway

45 Cody Powell

46 Shawn Maxfield

47 Pat Stefanoff

48

49 1. Oath of Office - New Council Members

50 Council Member Killpack, Council Member Bogue, and Council Member Carter were sworn into office
51 by City Recorder Westbrook.

52 **CALL TO ORDER**

53 Mayor Niles called the meeting to order at 7:00 p.m. He stated that notice of the time, place, and agenda of the
54 meeting had been posted at the Delta City Complex, on the Delta City website, on the Utah Public Notice
55 website, had been provided to the Millard County Chronicle-Progress, LLC and each member of the City Council
56 at least 24 hours before the meeting. Mayor Niles conducted a roll call. Council Members Western, Carter,
57 Bogue, and Killpack were present. Council Member Chase was absent.

58 **OPENING REMARKS**

59 Mayor Niles offered the opening remarks.

60 **PLEDGE OF ALLEGIANCE**

61 Mayor Niles led those in attendance in the Pledge of Allegiance.

62 **CONSENT AGENDA**

63 2. Minutes Approval: SCCM 2023-11-29

64
65 The minutes of the Special City Council Meeting held on 11/29/23 were presented for approval.
66 Council Member Killpack MOVED to approve the minutes of the Special City Council Meeting held on
67 11/29/23. The motion was SECONDED by Council Member Western. Mayor Niles asked if there were
68 any other questions or comments regarding the motion. There being none, he called for a vote.

69 Motion made by Council Member Killpack, Seconded by Council Member Western.
70 Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council
71 Member Bogue
72 Council Member Chase was absent
73

74 3. Minutes Approval: RCCM 2023-12-06

75
76 The minutes of the Regular City Council Meeting held on 12/06/23 were presented for approval.
77 Council Member Western MOVED to approve the minutes of the Regular City Council Meeting held on
78 12/06/23. The motion was SECONDED by Council Member Killpack. Mayor Niles asked if there were
79 any other questions or comments regarding the motion. There being none, he called for a vote.

80 Motion made by Council Member Western, Seconded by Council Member Killpack.
81 Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council
82 Member Bogue
83 Council Member Chase was absent
84

85 4. Accounts Payable, Payroll, and Electronic Disbursements Approval: 2024-01-03 \$401,929.34

86
87 The Council reviewed the accounts payable, payroll, and electronic transactions for the period ending
88 1/3/24 in the amount of \$401,929.34. Council Member Western MOVED to approve the disbursed
89 payments dated 1/3/24 of \$401,929.34. The motion was SECONDED by Council Member
90 Bogue. Mayor Niles asked if there were any questions or comments regarding the motion. There
91 being none, he called for a vote.

92 Motion made by Council Member Western, Seconded by Council Member Bogue.
93 Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council
94 Member Bogue
95 Council Member Chase was absent
96

97 **PUBLIC COMMENT PERIOD – Ten (10) Minutes Total Limitation**

98 **BUSINESS – Any such business as may come before the Council.**

99 5. Lynn Ashby; Delta Fire Department Annual Report & report of Officers
100 Action: Discussion/Consideration for approval

101 Delta City Fire Chief Lynn Ashby and Assistant Fire Chief Travis Stanworth presented the Delta Fire
102 Department annual report and the report of Offices to the Council. Travis Stanworth was elected as
103 the Fire Chief, Brian Christensen will be the Assistant Fire Chief, Stetson Henrie Captain, RL Robison
104 Lieutenant, and Howard Webb Secretary.

105 Assistant Fire Chief Stanworth presented the annual fire number report to the Council. There were 100
106 incidents in 2023 that the Fire Department responded to.

107 Council Member Killpack reported that he met with the Delta City Fire Department at the end of
108 November to discuss the transition of Fire Chief to make it as seamless as possible. Lynn Ashby was
109 Fire Chief for 21 years. Council Member Killpack explained that Travis Stanworth is a current employee
110 of Delta City, and the position of Fire Chief is an appointed position. Delta City is an Equal Opportunity
111 Employer so the position would need to be posted and receive applications. Council Member Killpack
112 would like to update the personnel policy in the next few months to ensure that Travis Stanworth can
113 be Fire Chief and Assistant Public Works Director.

114 City Attorney Anderson asked if Fire Chief Ashby would remain Fire Chief in the interim. Fire Chief
115 Ashby is stepping down as Fire Chief, but will not abandon the position until Stanworth can take the
116 position.

117 Council Member Western expressed concerns that Delta City only allows for 10 hours of volunteer
118 time throughout the year. Council Member Western would like to see the Public Works Department
119 work it out to allow him the time.

120 Patrick Stefanoff remarked that Materion offers 36 hours of volunteer time, and after that, it became
121 the supervisor's discretion. Mayor Niles replied that he was willing to increase the volunteer hours
122 offered.

123 Council Member Killpack reported that the personnel policy was drafted by Delta City employees, but
124 it can be amended.

125 Auditor John Haderlie experienced a similar issue with another city and thought it was a state code
126 issue.

127 Council Member Killpack MOVED to approve the Delta Fire Department Annual Report as present and
128 the report of officers except for the Fire Chief until issues are resolved. Fire Chief Ashby will remain
129 Fire Chief in the interim. The motion was SECONDED by Council Member Carter. Mayor Niles asked if
130 there were any questions or comments regarding the motion. There being none, he called for a vote.

131 Motion made by Council Member Killpack, Seconded by Council Member Carter.
132 Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council
133 Member Bogue
134 Council Member Chase was absent
135

136 5. Larson & Company, PC; Delta City FY 2023 Audit Report
137 Action: Discussion/Consideration for approval
138

139 Cody Powell and John Haderlie provided the 2023 fiscal year audit report to Delta City Council.
140 The Municipal Airport general fund exceeded the budget. It was recommended that it be closely
141 monitored in the future to stay within budget.
142 The general fund exceeded the maximum limit of 35 percent.

143 Council Member Bogue asked for an explanation of management’s ability to override control. John
144 Haderlie gave an example of making refunds on the spot. In that case, journal entries must be made so
145 they look at every journal entry made throughout the year.

146 Council Member Carter MOVED to approve the Delta City 2023 audit report. The motion was
147 SECONDED by Council Member Killpack. Mayor Niles asked if there were any questions or comments
148 regarding the motion. There being none, he called for a vote.

149 Motion made by Council Member Carter, Seconded by Council Member Killpack.
150 Voting Yea: Council Member Western, Council Member Killpack, Council Member Carter, Council
151 Member Bogue
152 Council Member Chase was absent
153

154 6. Council Member Nick Killpack; Main Street Crosswalks
155 Action: Discussion/Consideration for approval
156

157 Council Member Killpack opened a discussion about adding crosswalks to Main Street. Public Works
158 Director Kirkland remarked that a traffic plan is planned for later in the year and crosswalks can be
159 worked into the conversation.

160 Council Member Bogue will contact Meinhardt and Richins to see what needs to be done.

161 Public Works Director Kirkland remarked that the Sheriff’s Office will be returning the speed trailer.

162 7. Dent R. Kirkland, Public Works Director, Public Works Update
163 Discussion Only

164 Public Works Director Kirkland provided a Public Works update to the Council. They have been crack-
165 sealing and taking Christmas decorations down.

166 A few basements flooded with sewage as a result of a blockage from wet wipes. It has been submitted
167 to the insurance.

168 Kirkland reported that a grant to extend the water line was denied with no explanation.

169 Delta Crossings are close to starting construction on their project. Steve Styler will be at the Planning
170 and Zoning Commission meeting to renew his preliminary plat.

171 **ADDITIONAL ITEMS**

172 Council Member Bogue asked about the personnel policy committee. The Council made the decision that Sherri
173 Westbrook and Michelle Lovejoy would be co-chairs of the personnel policy committee and Council Member
174 Western would be the Council representative on the committee.

175 Mayor Niles and the Council made City Council assignments for the next year. Mayor Niles will be
176 administration; Council Members Killpack and Western celebrations and civic events; Council Members
177 Western, Chase, and Bogue city beautification; Council Member Carter economic development; Fire Chief Ashby
178 Fire Department/ Millard County Fire Chief’s representative; Travis Stanworth Fire Department/ Millard County
179 Fire Service District representative; Council Members Killpack and Chase Library Advisory Board representatives;
180 Council Members Western and Bogue Municipal Airport Advisory Board representatives; Council Member Bogue
181 Municipal Shooting Range Advisory Board representative; Council Members Carter and Killpack parks; Chad
182 Droubay Planning and Zoning Commission Chairperson Assignment; Council Member Killpack Planning and
183 Zoning Commission Council Representative; Council Members Bogue, Chase, and Western streets; Council
184 Members Chase and Carter Water and Sewer Propriety Enterprises.

185 Mayor Niles asked the City Council to think of when they could get together to take pictures for the website.

186 Council Member Killpack MOVED to move into closed session to discuss pending litigation at 10:18 p.m. The
187 motion was SECONDED by Council Member Western. Mayor Niles asked if there were any questions or
188 comments regarding the motion. There being none, he called for a vote.

189 Motion made by Council Member Killpack, Seconded by Council Member Western.
190 Voting Yea: Council Member Carter, Council Member Western, Council Member Killpack, Council Member
191 Bogue
192 Council Member Chase was absent
193

194 Closed Session: Strategy Session to discuss pending or reasonably imminent litigation.
195

196
197 Council Member Killpack MOVED to move into closed session to discuss the character, professional competence,
198 or physical or mental health of an individual at 10:43 p.m. The motion was SECONDED by Council Member
199 Carter. Mayor Niles asked if there were any questions or comments regarding the motion. There being none, he
200 called for a vote.

201 Motion made by Council Member Killpack, Seconded by Council Member Carter
202 Voting Yea: Council Member Carter, Council Member Western, Council Member Killpack, Council Member
203 Bogue
204 Council Member Chase was absent
205

206 Closed Session: Discuss the character, professional competence, or physical or mental health of an individual.
207

208

209 **ADJOURNMENT**

210 Council Member Western MOVED to adjourn the City Council Meeting. The motion was SECONDED by Council
211 Member Carter. Mayor Niles asked if there were any questions or comments regarding the motion. There being
212 none, he called for a vote.

213 Motion made by Council Member Western, Seconded by Council Member Carter.
214 Voting Yea: Council Member Carter, Council Member Western, Council Member Killpack, Council Member
215 Bogue
216 Council Member Chase was absent
217

218 The meeting was adjourned at 12:31 a.m.
219

John Wesley Niles, Mayor

Sherri Westbrook, Recorder

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