

**Minutes**  
**Town Council Special Meeting & Executive Session**  
**#2 CV Drive, Town of Castle Valley**  
**January 9, 2006**

**Council Members Present:** Damian Bollermann, Ranna Bieschke, Bob Lippman, Jim Lindheim, Jerry Bidinger.

**Others present:** Jack Campbell, Sherri Simmons, Jim Tharp, Adele Alsop, Bruce Keeler.

**Clerk/Recorder:** Rebecca Martin

- 1. Oaths of Office:** Damian Bollermann was formally sworn in as Mayor (actually sworn in on January 6), and Ranna Bieschke and Jim Lindheim were sworn in as Town Council Members, by the Clerk.

**Call to Order:** Meeting called to order by the new Mayor at 7:03 PM.

**2. Election of Officers**

Jerry announced that he would like to be replaced in the office of Treasurer. He will serve as Treasurer through the Jan. 18 meeting, and will help to train the new treasurer, and will work with Rebecca on the audit. **Names will have to be switched on the bank accounts.** The Town requires a double signature on the Town checks; the bank requires only one. The auditor prefers to see two signatures.

Jim Lindheim volunteered to serve as Vice-Treasurer. **Jerry moved, and Bob seconded the motion, to appoint Jim Lindheim as Vice-Treasurer. Motion passed unanimously.**

Jerry noted that the Clerk must be re-appointed as well. **Bob moved, and Jerry seconded the motion, to re-appoint Rebecca as the Town Clerk and Recorder. Motion passed unanimously.**

**3. Discussion & possible action re: Castle Valley Water Rights.**

Damian explained that water rights would be handled in the executive session also, but that this agenda item provides a forum open to the public in case anyone had concerns or information to pass onto the Council before the executive session. No issues were raised. Damian asked Jack if he had any (POA) things at this time. No further discussion.

**Jerry moved to table this item. Ranna seconded. Motion passed unanimously.**

**4. Discussion & possible action re: Payment to Balsley Well Drilling**

Damian signed a partial payment request to go to CIB. He asked for Jerry's opinion about paying Balsley Well Service in advance of receiving payments from the granting agency. Jerry asked if there is written evidence of work completed. Rebecca explained that Tracy Balsley has submitted three detailed invoices. **Jerry asked Rebecca to call CIB to ask whether we may pay first and then be reimbursed.** Jerry said if the CIB says it is OK to reimburse the Town, then he would be OK with the Town starting payments.

Jim asked if the Town knew that this would be a protracted process? Rebecca said that a turnaround of two weeks was expected, and it has now been almost four.

The actual invoices are available if TC Members wish to see them.

Jerry asked if the pre-payment of the Property Taxes has been received. Rebecca said a check for around \$20,000 arrived in December. Jerry expressed concern because this is half of what it normally would be.

Jim asked about the current cash balance. Jerry explained that a total of (around) \$60,000 is expected. Around \$40,000 to \$45,000 should arrive in December, and the remainder in March. Rebecca deposited the pre-payment into the checking account because of people traveling and the changes in the Council. This probably gives us enough to cover bills through February. **Jerry directed Rebecca to check with the County on Tuesday or Wednesday to see if there is a problem.** Jerry explained that the Town carries a reserve of approximately \$75,000 in a state account. Bills are paid against this until the tax amounts come in, and tax income is then used until around August, when the Town again draws on the reserve. The main income to the reserve is from B&C Road Funds and from (Property) Tax revenue. Jim suggested passing on this until we determine the income situation.

Bob inquired whether the TC can make a payment for something that is not a line item in the budget. Jerry said that aspect would be taken care of when the budget is amended, as it usually would be, in June at the latest.

**Jim moved and Bob seconded the motion to table this agenda item.** Bob suggested that the ULCT may have advice on whether the Town can make a payment for which it had not yet been reimbursed. Bruce said he thinks the Town can pay whatever it wants, but if anything goes wrong with reimbursement the Town will have tied up money from the general fund.

Pam asked if the grant can cover administrative fees. Bruce said no money is included for us for administrative costs.

Damian called the question. **Motion passed unanimously.**

## **5. Appointment of Planning and Zoning Commission Members:**

Damian read an application letter from Valli Smouse (letter included).

Jerry asked about the present composition of the P&Z. Richard Schwartz and Rick Lamb have resigned. Michael Peck and Pam Hackley are still on. Carl Anderson has been inactive for over a year. Pam pointed out that it is also necessary to re-appoint her, since she was originally appointed to fill Catherine Howell's vacant seat.

**Jerry moved to appoint Valli to the P&Z. Bob seconded the motion. Motion passed unanimously.**

Bruce noted that Pam can still function on the P&Z until she is replaced or unless she resigns. Pam noted that a list of (who serves for what length of time is missing. There is a need to reaffirm the establishment of the P&Z, set the terms of service, etc. Bruce thinks the information was available at one time. Jerry asked if there is a statutory provision about length of terms. People think the term is four years and the terms are staggered. **Rebecca will find out the length the terms are supposed to be.**

Pam said the changes in State law also indicate that the Council should clarify what would take someone off of the (Commission), e.g., breaches of codes & ethics, absences, etc. The P&Z can assist the Council in this effort. **Jerry asked the P&Z to make a recommendation to the TC about lengths of terms and other specifics.**

Bruce said that Pam should put in a written request to be reappointed, but also remains active until reappointed.

## **6. Executive Session**

**Jim moved to go into executive session. Jerry seconded the motion. Motion passed unanimously.**

**Jerry moved, and Bob seconded the motion, to close the Regular Meeting of the Town Council. Meeting closed at 10:15 PM.**