

**EUREKA CITY COUNCIL  
WORK MEETING  
JULY 6, 2021 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

Mayor Castleton opened the meeting and led everyone in the Pledge of Allegiance

**ROLL CALL**

Mayor Nick Castleton – Present  
Council Member Darrin Carlson – Present  
Council Member Larry Ezell – Absent  
Council Member Travis Haynes – Present  
Council Member Leslie Rice – Absent  
Council Member Robert Trepanier – Present  
City Recorder Patricia Bigler – Present  
City Attorney Melissa Mellor – Present via Zoom

**OTHERS IN ATTENDANCE**

Chris Dever

**DISCUSSION ITEMS**

a. Review and Discussion concerning adopting a Special Event Permit Ordinance.

The Mayor and Council read over the ordinance. Council Member Carlson asked if we needed to put in a dollar amount since it was highlighted. Mayor Castleton said he thought the dollar amount went into the fee schedule and not the ordinance. Recorder Bigler clarified the issue and said the dollar amount would go into the fee schedule. The Council discussed what the insurance, fine, and deposit should be. Council Member Trepanier suggested a fine of \$500 and the rest of the Council agreed. Attorney Mellor said a million-dollar insurance policy was fine, but maybe a little high. She said the fine would be up to a certain amount. The Council decided to go up to \$500. The current park rental is \$50 to rent with a \$50 refundable deposit. Council Member Haynes asked what you get with the permit. Attorney Mellor said part of it is to notify the City that you are putting on an event and to be prepared for it and aware of what is going to take place, it is mostly an administrative fee. A discussion took place on what is a special event. Recorder Bigler informed the Council the ordinance does specify what a special event is, and family reunions are not considered a special event. There was also a discussion on how much the event permit should be along with a refundable security deposit. The Council came up with a refundable security deposit of \$100 and a non-refundable special event fee of \$100. The current park rental fees will stay the same.

b. Review and Discussion concerning Fuel Line Checklist and Permit Information Sheet.

Chris Dever was present to discuss the fuel line checklist he had come up with. This list would be used by the homeowner or the contractor the homeowner hires. If a contractor is used, they should have to provide a copy of their license. The license for a plumber/contractor is a P200 or E350 for HVAC contractors. The contractor must provide a copy of their current general liability insurance. The state minimum is \$300,000. They will need to submit a schematic in a PDF form. He attached an example of a completed schematic to the checklist. He has talked to the building inspector and got his approval to list his phone number and email on the checklist. He will be contacted at least twice during the process once to review the schematic and second to come out and inspect the lines. If a re-inspection is needed a second

inspection fee will be charged. Recorder Bigler mentioned the Council wanted all inspections scheduled through the city office so we can have a record of who is getting inspections. Chris said when he talked to the building inspector, he requested they contacted him personally. Council discussed how to handle re-inspections. Council Member Trepanier said we need to get this out to the people now so they can decide what they want to do. Mayor Castleton mentioned keeping a list of contractors at City Hall. Chris and the Attorney said the city probably does not want to go there. Chris will contact the building inspector and make sure everyone is on the same page and get the list adjusted and ready to be approved.

c. Review and Discussion concerning updating Employee Policies and Procedures to include the latest changes in the Utah Retirement System to be compliant with State Law.

Attorney Mellor has a couple of questions that she will discuss with Recorder Bigler. We will have this as an action item for the next meeting.

d. Discussion concerning pets at City Park Facilities.

Mayor Castleton asked Attorney Mellor if she will have this ready for the next meeting. She had the Council clarify what they wanted. They want to ban all pets and have a provision for petting zoos and service animals.

#### **ADJOURNMENT**

Council Member Haynes made a motion to adjourn. Council Member Trepanier seconded. All in favor meeting adjourned.