Minutes of the Centerville City Council meeting held Tuesday, October 15, 2019, at 7:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor
Clark Wilkinson

Council Members
Tamilyn Fillmore
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT
Brant Hanson, City Manager
Lisa Romney, City Attorney
Leah Romero, City Recorder
Jacob Smith, Administrative Services Director
David Miller, Centerville Municipal Court Judge
Lisa Sommer, Whitaker Museum Director

VISITORS
Spencer Packer, Whitaker Museum Board Chair
Marcus Arbuckle, Kedington & Christensen
Interested Citizens

PRAYER OR THOUGHT
Councilmember Ince

PLEDGE OF ALLEGIANCE

OPEN SESSION

Brian Knox – Representing Scout Troops 1082 and 8506, Mr. Knox expressed dismay at the news that Centerville City intends to discontinue offering merit badge courses. He emphasized that the need for merit badge classes will continue, and even increase, with the end of The Church of Jesus Christ of Latter-day Saints’ association with the Scouting program. Mr. Knox encouraged the Council to continue offering merit badge courses.

WHITAKER MUSEUM BOARD PRESENTATION

Spencer Packer, Whitaker Museum Board Chair, updated the Council on completed CLG (Certified Local Governments) projects, and gave a report on completed RAP Tax projects approved by the City Council for the FY 2019 Museum Budget.

JUSTICE COURT RECERTIFICATION

State statutes require municipal justice courts to be recertified by the Utah Judicial Council every four years. The current term of the Centerville City Justice Court expires in January 2020. The application and request for recertification must be submitted to the Administrative Office of the Courts by November 8, 2019. In order to be recertified, the City Council must approve and submit a resolution requesting recertification and agreeing to continue to comply with the operational standards for the term of recertification.
Councilmember Ince made a motion to approve Resolution No. 2019-25 requesting recertification of the Centerville City Justice Court. Councilmember Mecham seconded the motion, which passed by unanimous vote (5-0).

GFOA CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING AWARD RECOGNITION

Mayor Wilkinson recognized Marcus Arbuckle, the City’s contract CPA, and Jacob Smith, Administrative Services Director, for receiving the GFOA Certificate of Achievement for Excellence in Financial Reporting.

QUARTERLY FINANCE REPORT

Mr. Arbuckle presented a quarterly finance report and answered questions from the Council.

BURIAL REPURCHASE RATE

The City Council recently amended provisions of Section 6.020 of the Centerville Fee Schedule regarding the repurchase of burial rights within the City Cemetery during times of need. “Times of need” is defined in the City Fee Schedule as “when available burial rights within the Cemetery are less than 5% of capacity.” As a follow up matter to these amendments, the Council directed Staff to look into increasing the repurchase price for burial rights outside times of need purchases. Section 6.020 currently provides that the City will repurchase any previously sold burial right for the original price paid by the purchaser, or the current selling price, whichever is less. Lisa Romney, City Attorney, stated that for various reasons Staff does not recommend changing the repurchase price for burial rights outside times of need. The standard repurchase policy has been in place for quite some time and would be a change in precedent. The current repurchase policy is essentially an anti-speculation policy to discourage the purchase of extra burial spaces for profit. Mr. Hanson suggested employing an intern in the next fiscal year for the time-consuming task of tracking burial right ownership.

Councilmember Ince made a motion to move forward with increasing “times of need” to when available burial rights within the Cemetery are less than 10% of capacity. Councilmember Mecham seconded the motion, which passed by unanimous vote (5-0).

SUMMARY ACTION CALENDAR

a. Legacy Lands Water Main Project – Notice of Award

Councilmember Fillmore made a motion to approve the item on the Summary Action Calendar. Councilmember Ince seconded the motion, which passed by unanimous vote (5-0).

MINUTES REVIEW AND ACCEPTANCE

The minutes of the October 1, 2019 Work Session and City Council meeting were reviewed. Councilmember McEwan made a motion to accept both sets of minutes. Councilmember Ince seconded the motion, which passed by unanimous vote (5-0).
CITY COUNCIL REPORTS

- Councilmember Ince reported that the Community Corps will hold a fire evacuation drill on October 24th.
- Councilmember Ivie reported that the Landmarks Commission has scheduled an awards dinner for November 15th. She informed the Mayor that the Landmarks Commission is in need of additional members.

MAYOR'S REPORT

- Mayor Wilkinson reported on recent events within the community.
- Viewmont High School will hold a community outreach event on November 25th.

CITY MANAGER'S REPORT

- Mr. Hanson said Staff will be looking into options regarding peddler licensing.

ADJOURNMENT

At 8:23 p.m., Councilmember Ince made a motion to adjourn the meeting. Councilmember Mecham seconded the motion, which passed by unanimous vote (5-0).

Leah Romero, City Recorder

Katie Rust, Recording Secretary

Date Approved

November 4, 2019
Mission Statement -

The Whitaker - Centerville’s Heritage Museum, tells Centerville’s story, teaches traditional values, creates links between past and present and cultivates pride in our rich heritage.

State loves us

• We have just closed the 4th cycle of grant awards with the State Historical Preservation Dept. The department invites us to apply each cycle.
  ▪ CLG award 2018- 2019 cycle = $15,000
  ▪ State match = $7,500  RAP/City match = $7,500

CLG approved projects

• Front Step and Landing replacement
  The step and landing on the west of the home was pulling away from the house and raised, potential fall of patron.

• Construction and Enclosure of Upstairs Hall Closet
  Time period carpentry of casing and door on the landing top of stairs. Divided cabinet for artifact/picture storage.

• Restoration of Rock and Brick / Carriage House
  Repointing of exposed rock wall. Repair and restoration of exposed brick chimney. Both walls are now exposed in the archive room/office.

• Paint Interior Double Sash Windows/Exterior Windows
  Historic Faux painting of 8 interior, raw wood window casings. Paint all exterior window casing on house. Repaint and paint leaded window frame in master bedroom.
- Paint Gathering Room and Touch up Paint Parlor

- East Door Restoration/Screen Door/Threshold
  Unfinished construction of restoration production of back steps, left the threshold unfinished and in need of completion. The east door needed restoration and the addition of a time period screen door. Providing protection from weather.

- West Door Restoration
  The west door needed restoration to the wood finish and glazing of historic glass. Replace damaged and missing molding. UV protection, western exposure.

- East Exterior Wall
  Completion of this exterior rock and mortar will add to the restoration of the home to its origins, provide a better foundation for the brick wall.

- Upgrade Kitchen Door, by appeal of the Fire Marshall
  Unable to open door efficiently, only a deadbolt, lack of knob. Door was planed, set and door handle installed. Appliance outlet installed for safety.

Completion of Projects came in under budget by $734

The Match was met with in-kind donations, valued over $8,234
(Record of these donations are available with the city’s copy of the contract)
RAP Project

• DVD documentary, ‘The Centerville Way of Life’
  Creation and production of Centerville and its founding families, 1847 – 1869. The museum paid $4,000 out of reserved funds

• Carriage House: Directors Office/Archive Room
  ▪ Reproduction of Carriage Door
  ▪ Hand forged hardware
  ▪ Demolition and framing of room
  ▪ Electricity, Water and lighting
  ▪ Flooring and Paint
  ▪ Relocation of gas line
  ▪ HVAC installation
  ▪ Cabinetry for sink and storage
  ▪ Mini - Refrigerator, toaster oven
  ▪ Furnishings

• Parking Lot asphalt

• Exterior Lighting – 4 poles

• Trees, grass on south side of drive and partial water system upgrade

• Staked (stanchion) chain divider to protect sprinkler heads

RAP was met with community labor or monetary contributions $6,000 +
i.e.

- Salmon Electric, donation of time and supplies
- Caleb Cook/Eagle project, trench and conduits for lights
- Latter Day Saint Missionaries, sweat labor
- Board members, research and expertise
- Contractors, donation of time and knowledge
- Volunteers, donation of effort and enquiry
- Marilyn Hymus, Interior design help with the Whitaker home, archive/office.
- Ron Dubberly, Antique dealer, estate specialists, consultation
- Jeffery C and Nancy Flamm of Centerville, donation of time period rugs, furniture and paintings from their Walker Bank home on Walker Lane, SLC

**FY 2020 RAP Approved Projects:**

- **Capital Purchases**
  - Cameras for Security
  - Silk Exhibit preservation
  - Museum Branding

- **Restoration/Preservation**
  - Gas Fireplace Renovation
  - Parlor Floor Refinished
  - Landscape (Thank the Parks Department for their participation with this project)

- **Unforeseen Project**
  - Removal of Willow Tree do to decay and possible hazard

**The Whitaker Museum Capital Improvement 3 Year Plan**

1. **Physical Facility/Functional – Operations**
   - Sensor lighting on building exterior
   - Production of virtual tour

2. **Preservation & Restoration –**
   - Digitize Archives
   - School house rehabilitation windows, door, floor, shingles oiled (Without proper preservation items are deteriorating)
   - Barn (storage for wagon, etc.)
3. Preservation & Restoration – Phase 3
   - Driveway to carriage house
4. Whitaker Exterior Park – Phase 2: Landscaping
   - Complete sprinkler system
   - Level north lawn
   - Partial removal of ground cover under trees
   - Plant grass, tree replacement.
   - Outhouse/storage for chairs.
   - Orchard

5. Physical Facility/Utilitarian – Phase 1: Preventative
   - Repair and re-point chimney/seal
   - Seal wood-shake shingles
   - Rain-gutters at front of home
   - Lights for museum sign

6. Physical Facility/Functional – Phase 2: Operations
   - Outdoor picnic table
   - Bathroom light fixture
   - Plant Identification plaques
   - Media campus self-guided tour
   - Time period furniture
   - Drinking fountain (outdoor)

7. One Time Essentials
   - Professional Signs (parking at city hall, do not touch, watch your step, etc.)
   - Display cabinet 9 house temporary exhibits)
   - Restore T. Whitaker self-portrait
   - Conversion of antique oven (for baking)
Museum Meat and Bones

• Board Members
  ▪ Spencer Packer – Chair
  ▪ Nancy Smith – Vice Chair
  ▪ Diane Chamberlain – Whitaker, docent, travels from Orem

• New Board Members
  ▪ Carol Bake – Educator
  ▪ Jim Morgan – Retired Attorney
  ▪ Debbie Dahl – Retired Utah State Historical Preservation 30+ years
  ▪ Robin Jensen – Historian

• Volunteers
  ▪ Diane Chamberlain – Whitaker, Orem, BYU professor
  ▪ Marilyn Jensen – Park City, Airlines 40+ years
  ▪ Claudia Cole – New York, inventory, museums
  ▪ Paul T Smith – Historian, Author, 10+ Whitaker Board
  ▪ Mikki Whitehead – New Jersey, volunteer
  ▪ Judy Gunn – Utah, spinster
  ▪ Christie Slawgowski, Centerville, educator, volunteer
  ▪ Jana Taylor – Bountiful, Education, Media, volunteer

• Gardens
  ▪ Erin and Brian Redd, have chaired and taken excellent care of the, ‘Whitaker Community Gardens’ for over 6 years. The Whitaker Gardens lease out 36+ gardens each season and serve as the main fundraiser for the museum at the present.
  ▪ The Museum gardens receive a generous donation of a dump truck load of compost each spring, from Oakdell Farms.
• Guests to the Museum FY 18-19
  ▪ Guests – 1839
  ▪ Volunteer Hours – 3521
  ▪ Schools Guests – 371