



Minutes of the Millcreek Council Special Meeting Tuesday, January 3rd, 2017

Council

Jeff Silvestrini – Mayor Elect - In Attendance
Silvia Catten – District 1 Council Elect– In Attendance
Dwight Marchant – District 2 Council Elect– In Attendance
Cheri Jackson – District 3 Council Elect– In Attendance
Bev Uipi – District 4 Council Elect – In Attendance

Staff

John Brems, present
Leslie Van Frank, present
Rita Lund, present

2:30 PM – WORK SESSION

Mr. Silvestrini called the meeting to order at 2:30 p.m.

1. The City Council will conduct job interviews of specific individuals for the positions of (i) Millcreek treasurer, and (ii) a part-time administrative assistant.

Interview of Dave Sanderson for Treasurer/Accounting Services

Mr. Sanderson distributed a presentation and outlined his qualifications and references. He did not feel that the Treasurer position would be the best fit for him, that the Treasurer is generally a person or councilmember who oversees a contract accountant. The presentation outlined two options for Millcreek and these options were discussed.

Mr. Silvestrini reported that the accounting firms that had been interviewed and contacted will not perform the duties of Treasurer. He also reported that he had spoken with UDOT and that road funds should be received in March and that fees would most likely be collected by Salt Lake County until Millcreek leaves the MSD. That would indicate that there would not be too much activity and he felt that someone from the Council could potentially handle deposits in the interim.

Mr. Marchant asked how investments were usually handled and Mr. Silvestrini responded that Millcreek had already registered with PTIF who handles municipal investments. Millcreek would be required to request funds when necessary.

Mr. Sanderson suggested that Millcreek utilize QuickBooks until there is a greater balance and multiple accounts. Other more expensive software options are available when needed. He would be interested in setting up the accounts, software and other tasks listed in option #1 of the handout for a \$500 monthly fee. This would include booking assets.

Mr. Brems asked whether impact fees and grant funds could be kept in the same fund and Mr. Sanderson responded that would be appropriate.

It was suggested that Councilmember Marchant fill the position of Treasurer and that Mr. Sanderson be hired by Millcreek as the contract accountant. Mr. Brems was asked to prepare a resolution to that effect for the January 9th Millcreek City Council meeting.

Reports

Mr. Silvestrini reported that he had met with Mayor McAdams and had an agreement that Rita Lund was approved to work for Millcreek for 20 hours per week through April. Mr. Brems was requested to prepare a resolution for the January 9th meeting to appoint Ms. Lund as Recorder.

Mr. Silvestrini reported on the Visioning Committee and that prospective members were excited at the plan. Planning Commission training will take place on January 18th and meeting dates need to be coordinated with Mr. Brems, County staff and the Commissioners. Ordinance changes should be considered related to timing of notices and the community council ability to request a one month extension on applications.

Mr. Silvestrini suggested that the city prepare a newsletter and Ms. Lund asked each councilmember to prepare an approximately 500 word article and provide photos for the issue. The deadline for articles was set at January 12th.

Mr. Silvestrini reported that the zoning ordinance adopted at the last Millcreek meeting was a new draft and would need to be repealed and replaced with Title 9 from current Salt Lake County ordinance.

There was discussion regarding community councils and coordination between them and the City Council. It was decided that the community councils would be invited to attend the City Council meeting on January 17th.

Rita Lund mentioned that Aimee McConkie has requested time to discuss Venture Out! plans with the City Council and it was determined that she could also be invited to the meeting on January 17th.

MOTION by Ms. Uipi to adjourn, seconded by Mr. Marchant. Motion carried unanimously.
Meeting adjourned at 3:32 p.m