

APPROVED

**TOWN OF MANILA WORK SESSION  
MANILA TOWN MEETING ROOM  
145 E HWY 43  
THURSDAY JULY 13, 2017 AT 5:30 P.M.**

**MINUTES**

**MEETING CALLED TO ORDER:** Mayor Gretchen Northcott called the meeting to order at 5:35 P.M.

**PRESENT:** Mayor Gretchen Northcott, Council Member Randall Browning, Council Member Ross Catron, Council Member Greg Scott, and Marlena Connor, Town Clerk. Council Member Alan Staggs was excused.

**GUESTS:** No guests were present.

**TOWN COUNCIL REPORTS:**

**GREG: SAFETY COMMITTEE PROCEDURE MANUAL UPDATE**

Council Member Greg Scott gave an update on the safety policy, it was turned into Mayor Gretchen Northcott. Mayor Gretchen Northcott will get the policy written up and added to the policy and procedure manual.

**RANDALL: PLANNING AND ZONING UPDATE**

Council Member Randall Browning gave an update on Planning and Zoning. The Planning and Zoning Committee is working on width and length restrictions of a dwelling. The Commission is also working on what is designated as the front of the home, set back changes, and the use of lots that are nonconforming in size. The Commission is planning on going to the Daggett County meeting on short term rentals. The Planning and Zoning had an issue with a resident that did not want to get an extension for a building permit. The building permit has been expired for 2 years and the property owners did not want to allow the building inspector on their property to do a final inspection. The building inspector and the town have been extremely lenient, and now are requesting that the property owner renew the building permit and allow the building inspector to finish any inspections that are required.

**FIRE DEPARTMENT UPDATE:**

**INTERLOCAL FIRE AGREEMENTS:**

1. **DAGGETT COUNTY:** The Town Council decided that they would like to have a one year fire protection contract, (fire agreement) with Daggett County, and the Town Council will look at the contract again next year.

**FIREWORK DISCUSSION:** Mayor Gretchen Northcott asked the Fire Chief Randall Browning what he thought about the fireworks, what should the town should do about aerial fireworks. Chief Randall Browning stated that there isn't any enforcement to keep people from lighting of illegal fireworks. Chief Randall Browning suggested having everyone come together to light off their fireworks and have the Manila Fire Department be present. Council Member Ross Catron stated that there are not any other governmental agencies that do fireworks. The Town of Manila cannot afford to do its own firework show at this time.

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**ADJOURNMENT:** Council Member Ross Catron made a motion to adjourn the meeting. Council Member Greg Scott seconded the motion. All were in favor. The motion carried. Mayor Gretchen Northcott adjourned the meeting at 6:32 P.M.

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Mayor Gretchen Northcott, Mayor

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Marlena Connor, Town Clerk