

1 Mayor Leak called to order a regular Cornish Town Council meeting on May 4, 2022, at 7:04 p.m. at the  
2 Cornish Town Hall.

3 **Attendance:** Brad Fisher, Colton Creech, Conrad Naegle, Chris Buxton, Matt Leak

4 Citizens: Charles Olson, Gilbert Olson, Becky Olson, Dale Buxton

5 **Staff Report:** Lauren reported on the delinquent accounts, there were none that required a shut – off.  
6 Lauren also reported that she went to a BRAG meeting and learned that the council should be viewing  
7 the town bank statements on a regular basis for more transparency. She also reported that she should  
8 not be able to sign checks or use a credit card to lower the risk of fraud. Mayor Leak said that reviewing  
9 the bank statements would be adequate. He also suggested setting up an account with Staples.

10 **Minutes:**

11 Lauren clarified that the ordinance from the previous meeting passed. Naegle said that it did pass.

12 Leak entertained a motion to approve the revised minutes.

13 Naegle – motioned; Buxton – seconded

14 Naegle – Aye; Creech – Aye; Buxton – Aye; Fisher – Aye, Leak - Aye

15 The minutes were approved unanimously.

16 **Action Items:**

17 Lauren will scan and email the application to the Olson’s so they can send it to the county.

18 Mayor Leak and Fisher will go talk to Ross Wansgard.

19 **Business Items:**

20 Mayor Leak entertained a motion to enter into a public hearing for the Community Development Block  
21 Grant.

22 Naegle – motioned; Fisher – Seconded

23 Naegle – Aye; Creech – Aye; Buxton – Aye; Fisher – Aye, Leak - Aye

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25 SECOND CDBG PUBLIC HEARING MINUTES

26 Cornish Town CDBG PUBLIC HEARING

27 PUBLIC HEARING HELD Cornish Town Hall, May 4, 2022, at 7:15 PM

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29 The Cornish Town second CDBG public hearing was held on Wednesday, May 4, 2022, in the  
30 Cornish Town Hall, meeting commenced at 7:15 PM.

31 Present: Mayor Matt Leak, Brad Fisher, Conrad Naegle, Chris Buxton, Colton Creech, Lauren Draney

32 Public in attendance Dale Buxton

33 City Recorder: Lauren Draney,

34 City Clerk: Lauren Draney,

35 City Attorney: Adam Long,

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37 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC HEARING:

38 Mayor Matt Leak opened the second public hearing for the CDBG program.

39 Mayor Matt Leak stated that this hearing was called to allow all citizens to provide

40 input concerning the project that was awarded under the 2022 Community Development Block

41 Grant Program. The city has amended its capital investment plan and decided to apply for funds on

42 behalf of the water project at the Pitcher well. Mayor Leak introduced Conrad Naegle from the

43 Water project. Mayor Leak explained that the application was successful in the regional rating

44 and ranking process and Water Project and \$200,000. Mayor Leak explained

45 the project to those in attendance. Mayor Leak asked Naegle to report on the meeting that he attended.

46 He said that some communities did not find the grant worth their time, and some thought it was worth

47 it. He said that some of the things that are required have already been done with other funding and

48 might be usable for this grant. They want to have one person that does all the administrative work with

49 it. Naegle said the main person we would work with is Sarah Moore. He said that we can use Brian

50 Carver from BRAG as the administration person, but Brian said that they only do the preliminary

51 application process. Naegle went through the checklists that we would need to pass off. He stated that

52 because it is federal money, we must meet all the federal requirements. Naegle offered his help with

53 process, but he doesn't know if he has the time to do all of it. Leak asked if there was someone in the

54 community that we could hire to do it. Fisher asked what the amount of the grant is, Naegle answered

55 \$200,000. Leak suggested that we could use some of this money for a new SCADA system. Creech asked

56 what the timeline is to get this done. Naegle said that the hearing, the application, and environmental

57 review need to be done by May 31. Leak said that he would see if Mark Chandler from CRS has the

58 environmental part finished. Leak asked if there is someone in Logan that might be able to help us that

59 we can hire. Naegle said he would reach out to Brian to see if he can recommend any one to help.

60 Naegle explained that CDBG only wants a single account on the Webgrants 3 program. He asked if the  
61 council should have access to the account to see what is going on, or just the person consulting. Creech  
62 said that the town will most likely need to do the application ourselves as we will not have time to find  
63 someone to do it for us. Naegle said he would get with Brian to have him help us with the final  
64 application. Creech asked what other tasks are on the other checklists. Naegle explained that there  
65 would be inspections during the project and that the workers would be interviewed and asked about  
66 wages, treatment etc.. He brought signage that would need to be posted at the job site. Leak suggested  
67 that we might be able to use some of the documents that are required for other funding for this one as  
68 well instead of doing them twice. The list is designed to get the town money by next March. Naegle was  
69 told the town should not spend any of this money until everything was approved as well as being  
70 approved for specific expenditures. Creech said that we should make sure that we have a purpose for  
71 the money so the engineers do not expand on this project. Naegle asked if we bid for our engineer.  
72 Leak answered that we did and that we had three bids. Naegle said that they wanted to do monthly  
73 group calls so that they can answer questions easier.

74 Mayor Leak then asked for any comments, questions and concerns from the audience.

75 Mayor Leak stated that copies of the capital investment plan are available if anyone would like a  
76 copy. There were no more comments, and the hearing was adjourned at 7:50.

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79 Mayor Leak entertained a motion to adjourn the public hearing.

80 Fisher – Motioned; Buxton – Seconded

81 Leak – Aye; Naegle – Aye; Buxton – Aye; Fisher – Aye; Creech – absent at time of adjournment

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84 Leak entertained a motion to enter the budget hearing.

85 Naegle – Motioned; Buxton – Seconded

86 Leak – Aye; Naegle – Aye; Buxton – Aye; Fisher – Aye; Creech – absent at time of commencement

87 Budget hearing commenced at 7:51PM

88 The council reviewed and created the tentative budget for fiscal year 2022-2023.

89 Leak asked if there were any questions or comments on the budget. There were none.

90 Leak entertained a motion to adjourn the budget hearing and enter back into general council session.

91 Naegle – motioned; Fisher – Seconded  
92 Naegle – Aye; Creech – Aye; Buxton – Aye; Fisher – Aye, Leak - Aye

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96 Olson zoning clearance - Charles Olson explained their plans to build a barndominium as a primary  
97 residence. C. Creech explained that the plans that were reviewed and approved in planning and zoning.  
98 Creech stated that the town does not have any stipulations for gaining access to the road but that it is  
99 highly recommended that they put in a culvert Charles and Gilbert stated that they measured the  
100 current culverts to get an idea what size they need. The current culverts are 24-inch and 30-inch. They  
101 plan on putting in a 30-inch culvert. C. Creech said they have all the other approvals they need. Mayor  
102 Leak asked if there were any questions from the council. There were none.

103 Mayor Leak entertained a motion to approve zoning clearance for Charles Olson.

104 Creech – motioned; Buxton - seconded

105 Creech – Aye; Conrad – Aye; Buxton – Aye; Fisher – Aye; Leak – Aye

106 Charles Olson asked about the subdivision requirements and if it would be possible to waive the curb  
107 and gutter. He felt that the rule would not apply as well for larger lots, and that it would make it  
108 economically harder to subdivide. Mayor Leak said that there could be a variance and that the reason  
109 there is no curb and gutter is because it is a recent change and the town is planning for the future.  
110 Charles restated the process of the variance to confirm he understood what would need to be done.  
111 Mayor Leak said that he was correct, and that the town has already set the requirements for another  
112 potential development coming in. He also stated that the requirements are also deter development to a  
113 degree, so the town does not become over developed. Creech explained that it could be a big financial  
114 burden to the town to go back later and put in a paved road as well as curb and gutter in developed  
115 areas. He stated that requiring paved roads and curb and gutter are common in other towns and cities.  
116 He also said that it is rare to have a variance. Buxton mentioned that a reason that there is no curb and  
117 gutter is because there have not been any subdivisions in the past 15 – 20 years. Gilbert asked if the  
118 variance won't be granted if it would be possible to delay the curb and gutter until after the first lots are  
119 sold. Fisher said that it might be but that they would need to bring in plans. The council could not make  
120 any commitment at this time. Charles said that they want to come back to discuss their plans. Lauren  
121 will add them to the agenda for the May 18 Planning and Zoning meeting.

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124 **Old Business:**

125 *Roads* – Naegle said that the speed sign is back up. He will have C. Buxton move it after it has been  
126 changed. Nate Heiner tried contacting Naegle and said that his identity had been stolen but still wanted  
127 to pay for a new sign. It was decided that they would hold off for now. Dominion Energy is looking at  
128 regulations for digging for natural gas. We do not have anything specific about gas lines, we have  
129 ordinances for water that may be able to transfer over. Creech said that we should come up with a fee  
130 and standards for when people dig into the road. There is a roadway excavation permit fee \$1,500 in our  
131 fee schedule but no application and no expectations for completion. Naegle asked if it was necessary to  
132 have a permit to bore, Creech answered no, only to cut the road. Creech suggested we look into making  
133 a resolution to set expectations for finishing a road that is cut into. CMPO will be coming to our next  
134 meeting, they will be looking at what our needs are for the roadways. He asked that the council think of  
135 any questions or comments ready for them in that meeting. Buxton asked if the town has thought about  
136 spraying along the road. Naegle said they try to spray once a year. Naegle asked Buxton if he was ready  
137 for mowing this summer, Buxton said he was.

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139 *Planning & Zoning* – Creech brought up a concern that people coming to get zoning clearances did not  
140 have an approved water source. He asked how we should handle zoning clearances and water  
141 connections. It was suggested that people who are going through the zoning process do a clearance for  
142 a water connection at the same time. That would eliminate people getting a permit to build before they  
143 have water secured. Creech said that they could be more proactive making sure those applying for a  
144 permit have a source of water approved as well. Creech reported that Kyle Pitcher was leaving the  
145 planning and zoning commission and that John Forsgren will be taking his place. He asked if it would be  
146 okay to buy a gift card as a thank you. The council agreed to do that. Creech said that they need a  
147 chairperson for planning and zoning, Leak said that he would talk to Earl Creech about being chairman.  
148 Creech followed up with Ontrac and they had a typo on his email which is why he hadn't heard from  
149 them. He said that there has been a claim filed, and that they would follow up soon.

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151 *Parks/Town Hall/Finance* – Buxton reported that he cleaned out a lot of stuff out of the basement. He is  
152 going to keep working on the pile and as soon as he gets the pile down, he will start working on the  
153 ceiling. Jay Williams said that there is a leak at the water fountain at the park. The leak needs to be  
154 addressed before the water is turned on. Buxton will pursue building a shed at the park with Jay. He  
155 asked about charging the 4-H group for using the town hall as there is only one participant from Cornish.  
156 Creech asked if there are fees for them to participate. There are fees that can help cover operating  
157 costs.

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159 *Water* – Fisher said that the water is good. He has been mixing 25,000 – 30,000 gallons a day which has  
160 brought nitrates down to 5. Leak asked how big the pump motor is on the Trenton well. No one knew  
161 how big it is. Jesse from Wetco is looking at upgrading the control panel and needs to know the size.

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164 **Mayor's Report:** Mark Chandler has made more progress. Leak said that he plans on talking to Ross  
165 Wansgard about land for the new water tank. Buxton will be going to the mayors meeting. Creech said  
166 they would need to let Ross know about the wastewater from the filtration system. Creech said that he

167 had not heard from Mark about the ERP. Mayor Leak asked if anyone had any more questions or  
168 comments. There were none.

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172 **Citizen comments:** None

173 **Next Meeting:**

174 **Bills:**

175 Total = \$3,040.91

176 Leak entertained a motion to pay the bills Fisher - motioned; Naegle – Seconded

177 Naegle – Aye; Creech – Aye; Buxton – Aye; Fisher – Aye, Leak - Aye

178 The bills passed unanimously.

179 **Adjourn:**

180 Leak entertained a motion to adjourn

181 Fisher – motioned; Creech -Seconded

182 Naegle – Aye; Creech – Aye; Buxton – Aye; Fisher – Aye; Leak - Aye

183 End at 9:30 p.m.