

RICHMOND CITY COUNCIL

April 10, 2001

The regular meeting of the Richmond City Council was held at the Community Building on April 10, 2001. The meeting began at 7:00 p.m. Mayor Kip Panter was in the chair and the opening prayer was offered by Cordell Johnson.

The following council members were present: Cordell Johnson, Leslie Erickson, L.D. Bowcutt, and Kim Christensen. Allen Lundgreen was excused.

The minutes of the previous meeting were read and approved.

The City Council met at the City Fire Department building to look over the equipment, facility and talk to the City Fire Chief and the EMT President. At the Fire Department, they gave the quarterly reports.

Robyn Blau gave the EMT report and Jeff Jenkins the Fire Department.

Jeff Jenkins: In January we had 1 call. It was an accident clean up (car vs. hydrant). In February we had 1 call, the smell of smoke, In March we had 4 calls, 1 wash down, 1 smoke detector, 1 burn after dark and 2 illegal burns for a total of 7 calls.

Robyn Blau: We had 10 total calls in the quarter. There were 2 in February, 6 in March and 2 in April. The breakdown of the calls were:

Chest pain	1
Diabetic problem	1
Auto accident	2
Ground level fall	1
Drug problems	3
Leg and hip pain	<u>2</u>
	<u>10</u>

The Council then returned to the Council Chambers at 6 West Main, Richmond.

Kim Cheshire of the Cache County Sheriff’s Office came to the Council to go over the 2000 Annual Report.

Kim: To summarize the year 2000 at the Cache County Sheriff’s Office:

Population	96,000
Square Miles	1,174
The County Seat is Logan, Utah	

The Sheriff’s Office:

Deputies per 1000 population	1.88
Crime index	18.50
Incidents per day	24.10
Part one crimes per day	2.50

Arrests per day	9.30
Traffic citation per day	21.60
Jail bookings per day	7.00
Civil papers per day	20.20

For several years prior to 1993, the calls for service held around four thousand. Since 1993 we have seen a large increase in calls, approximately 113%. This has placed a large demand on the Patrol division. The personnel available to handle these calls have not increased at the same rate. This has caused the patrol division to be less proactive and increasingly reactive to crime. The total incidents per year since 1991 are:

19914,217
19924,468
19934,137
19944,963
19955,291
19966,141
19977,012
19987,503
19997,970
20008,813

The Sheriff's Office contracts with 16 cities or towns and the U.S. Forest Service to provide law enforcement services. This provides those cities with municipal type law enforcement services at an economical economy of scale. Cache County Sheriff's Office serves more population than any other sheriff's office in the state except Salt Lake County. The Calls for service in Richmond City for 1999 and 2000 were 381 and 333, respectively.

The Cache County Sheriff's Office Community Programs are as follows:

- S.T.A.R. Deputy
- Neighborhood Watch
- Public Talks
- Bicycle Patrols
- National Night Out
- Shop-With-A-Cop
- Special Olympics Torch Run
- Gang Suppression
- Child Safety Seat Check
- School Resource Deputies
- Safe Kids Phone
- Peer Court
- Explorer Deputies
- Youth Crime Watch
- Alcohol and Tobacco Compliance Checks
- SHOPCAP

Mayor: We appreciate all the Cache County Sheriff's Office does for Richmond City.

Gavin Little, Head of City Maintenance, came to talk to the Council:

Gavin: We have the following tasks we would like to get done in 2001. Priority items are identified by *:

- Dispose of Cell #1 biowaste*
- Lack of water pressure at Loren Murray*
- Burn sewer lagoon weeds*
- Replace "ovaled" sewer pipe at Ray Murray's*
- Solve water flow problem at Becksteads
- Re-plumb library
- Remove old hydrant and install a new water stop and handicapped accessible fountain at ballpark.
- Repair broken manhole 300 No. 200 E.
- Locate and uncover manholes in Hill Haven, State Street and U.S. 91 that have been covered
- Fence around springs in canyons, a bit of cleanup
- Exercise valves
- Extended water and sewer along 250 E. from Chesley's subdivision south
- Clean reservoirs if water supply allows
- Replace old hydrants – two nozzle – still remaining in City.
- Place air gap half way down the trunk line
- Place water meter at Relic Hall and Fire Station
- Install storm drain on 300 S. 100 W.
- Corrective action on storm drain in front of Park School
- Install storm drain by bank
- Flush fire hydrants
- Kill and remove old hydrant at North Cache 8th & 9th Center
- Reduce water service coming into North cache from 4" to 2" line.
- Broadcast grass seeded on Hendricks land
- Paint street lines*
- Replace damaged sidewalk at Ray Murray's*
- Replace missing sidewalk at Randy Bairs*
- Replace damaged sidewalk at Ed Degassers*
- Concrete ramp, east entrance of Community Building*
- Concrete pad for historical outhouse*
- Finish work on 250 East after running water and sewer lines
- Slurry seal Main Street
- Widen and re-do 200 East from 100 So. to 300 So.
- Re-do 200 East from Main to Cemetery entrance
- Build up road on 300 N. from State Street to 100 East
- Mag water on Rocky Point Lane
- Remove stumps at 35 North State
- Poison stumps at Leonard Highams.

BUILDINGS & GROUNDS

Repoint brick, southeast corner of Post Office
Painting of that portion of the bleachers not done by youth volunteer group
Re-paint panels beneath windows in front of Post Office*
Paint B&W stalls with number blocks*
Resurface the metal pillars of the pavilion where salt was stored.*
Uniform ZIP numbers to match letters on Post office
Repair damage to lawn at Community Building
Install rain water drain on back of Community Building to keep basement from flooding.
Re-work lawn where sumps were put in at Community Building
Handicap accessible fountains in park
Re-staining and lettering of other signs not covered by an Eagle Scout project
Repair leaking roof on fire station
Bring fire station up to safety code

MAINTENANCE BUILDING

Build racks at the maintenance shed for water and sewer pipe in stock
Establish flammables storage shed in maintenance compound
Build sander racks.

Beth Skidmore, Justice of the Peace, came to give her 1st Quarter 2001 Court Cases report to the Council.

Beth: There were 170 cases filed in January, February and March. The surcharge to the State was \$2,279.00, City was \$7,509.58 for a total of \$9,889.49.

I have never seen a quarter like this. I really like the remodel of the community building.

Everything looks good. Thanks for the computer. I couldn't be happier. The judge's conference is next week. I will be there for four days.

Stacey Andrus, City Treasurer, gave the Treasurer's Report.

Stacey: I have the General, Water, and Sewer budget comparisons for 1994-2000. They are as listed.

YEAR	GENERAL	WATER	SEWER	TOTAL
2000	627,463.00	223,113.00	176,505.00	1,027,081.00
1999	569,515.00	209,902.00	164,101.00	943,518.00
1998	503,022.00	193,421.00	107,588.00	804,031.00
1997	491,254.00	202,962.00	87,302.00	781,518.00
1996	414,915.00	196,807.00	67,857.00	679,579.00
1995	430,073.00	196,855.00	75,507.00	702,435.00
1994	393,029.00	207,805.00	62,804.00	662,918.00

We have had some computer problems the last couple of weeks. There were people who were overcharged. The health insurance for the employees will be increased around

\$20.00 per month. I have started taking a Quickbooks Class and it will last until the middle of June.

Doug White came to talk about the 21st Century Community Evolution Report.

Doug: I took the surveys and came up with the Top 5 issues for each topic under Housing, Community Planning Process and Governance. They are itemized as follows:

Housing

Are you aware of the government finance and tax credit programs available through the Utah Department of Community and Economic Development, the Utah Housing Finance Agency, USDA Rural Development, Federal Home Loan Bank, the U.S. Department of Housing and Urban Development, and the Utah Historical Society?

Are you aware of strategies to address citizen opposition to affordable housing in your community?

Are you aware of how to structure your zoning ordinances in a manner that encourages affordable housing through innovations such as density bonuses, accessory dwelling units, infill and adaptive reuse, mixed uses, planned unit developments, cluster subdivisions and zero lot line development?

Are you aware of the provision of House Bill 295, which requires that each community establish a written plan addressing affordable housing?

Are you aware of the “affordable Housing Needs Estimating Model” a computerized spreadsheet available from the Utah Department of Community and Economic Development, which will help you, predict current and future affordable housing demand in your Community?

Community Planning Process

- Does your community have subdivision ordinances, which implement your MOST RECENT general plan?
- Does your community have a zoning ordinance, which implements your MOST RECENT general plan?
- Does your community participate in any countywide planning coordination effort in recognition of the impact county and municipal land use decisions have on neighboring jurisdictions?
- Does your planning commission and city council understand the concepts of “takings” and property rights as they relate to local planning and zoning?
- Does your community have a strategy for the preservation of open space and critical agricultural lands?

Governance

- Does your local government have a personnel policy which has been reviewed within the last 5 years and addresses key issues such as hiring and termination, nepotism, non-discrimination, sexual harassment, affirmative action, the Fair Labor and Standards Act, the Americans with Disabilities Act, the Family and Medical Leave Act, and the Drug Free Work Place Act to name a few?
- Do your elected officials periodically review their local ordinances to determine whether they are outdated and still respond to the needs of the community?
- Do your local elected officials understand the provisions of their community’s personnel policy?
- Do your local elected officials understand the opportunities and issues surrounding the use of development impact fees?
- Do your elected and appointed officials thoroughly understand the state laws governing fiscal procedures for their town, city or county?

Mayor: We have already addressed all of the housing items and many of the Community Planning items are on our agenda currently. Marlowe is working on the personnel policy. We can set a date in Sept. or October to complete the Community Planning Issues.

Leslie: I would like to introduce Amy Jensen, the Dairy Princess Coordinator and the new Dairy Princesses. Amy does a great job pulling this together. The Dairy Princesses are Ashley Whitman, Heather Traveller, Marci Marshall, Cami Thomson and Aubry Sproat.

Amy: We have someone to pull our city float this year. They are from the Car Connection. These girls are available to help during Black and White days.

Marlowe: The impact fees must be passed as an ordinance, not as a resolution.

** A motion to propose that Ordinance 2001-1 and Resolution 2001-1, passed at the City Council meeting of March 27, 2001, be accepted as amended to meet the

requirements of the Utah Code (annotated) which requires that the impact fee portion must be included within said ordinance and removed from said resolution was made by L.D., seconded by Cordell and the vote was as follows: Cordell – yes; Kim-yes; Allen Lundgreen-absent; L.D.-yes; Leslie-yes.

RICHMOND CITY CORPORATION
ORDINANCE 2001-1

WHEREAS it is sound government to ensure that the culinary water and sewer systems are managed in a financially sound manner, and

WHEREAS costs associated with such systems are constantly changing with the national, state, and local economy, and

WHEREAS it is thereby necessary to make periodic adjustments in rates, fees, and assessments to ensure the successful maintenance of the culinary water and sewer systems,

NOW THEREFORE the City Council of Richmond City, County of Cache, State of Utah, hereby adopts, passes, and publishes the following:

AN ORDINANCE TO AMEND EXISTING ORDINANCES AND
ESTABLISH A UNIFORM PROCESS FOR THE IMPLEMENTATION
OF FEES AND ASSESSMENTS ASSOCIATED WITH THE CULINARY
WATER SYSTEM AND THE SEWER SYSTEM AND ESTABLISH
CURRENT IMPACT FEES FOR SAID SYSTEMS.

A. Amendments to extant Richmond City Code or Richmond City Ordinances to avoid confusion or conflicting statements are as follows:

1. Ordinance 94-2 adopted June 7, 1994 is hereby declared historic and repealed.
2. Ordinance 97-1 adopted June 30, 1997:
 - a. Section I is stricken in its entirety as historic and out-dated.
 - b. Section II which establishes Chapter 6-400 of the Code of Revised Ordinances of the City of Richmond is amended as follows:

1) 6-401. Impact Fees Imposed.

Change “building permit” to “building clearance”. End sentence following “...waste water (sewer) system.” Strike “as set forth in Exhibit A which is attached hereto and incorporated herein by this reference.” and remove Exhibit A in entirety as historic and out-dated.

2) 6-403. Time of Collection.

Strike sentence in entirety and replace with the following:

“Impact fees shall be paid to the City following the issuance of a

Building Clearance by the City, and prior to the connection of water and/or sewer service to said building or structure.”

3) 6-404. Adjustment of Impact Fees.

Change the wording of Section B to read “The City Planning and Zoning Commission shall have... .”

B. To ensure a uniformity in the implementation of water and sewer fees and assessments, the following procedures are hereby established:

1. Rates will be reviewed by competent engineers, as selected by the Richmond City Council, at least once every ten years to ensure current construction standards are up-held and maintained; however, if deemed necessary by said Council such review may occur at shorter intervals.

2. Rates charged by the Richmond City Corporation for culinary water service and sewer service will be periodically reviewed by the Richmond City Council, or such others as may be designated by said Council, to ensure rates are sufficient to maintain the financial stability of the respective system.

3. Rates may be adjusted without engineering consultation, as deemed necessary by the Richmond City Council, insofar as regular monthly charges are concerned.

4. User fees for excessive or unusual sewer discharge will be established and calculated by separate ordinance.

5. All specific water and sewer hook-up rate changes will be established by separate Resolution following a Public Hearing conducted in accordance with current statutes.

C. Upon adoption and passage of this ordinance, the above changes and amendments will be immediately implemented. Any other existing ordinances and/or resolutions, or portions thereof, which conflict with the provisions of this ordinance are also declared historic and no longer in force.

D. The reports of Sunrise Engineering entitled *Richmond, Utah Culinary Water Impact Fee Analysis (Revised)* of November, 2000, with modification of December, 2000, and *Richmond, Utah Sewer System Impact Fee Methodology and Written Analysis (Revised)* of December, 2000, are hereby accepted

1. The Water Impact Fee Schedule and Sewer Impact Fee Schedule as shown below are hereby and herewith adopted. Any other existing Impact Schedules are hereby declared historic and no longer in force.

WATER IMPACT FEE SCHEDULE AND SEWER IMPACT FEE SCHEDULE

WATER IMPACT FEE SCHEDULE		
Connection Size In Inches	Equivalent Residential User (ERU) Factor	Impact Fee
3/4"	1	\$ 991
1"	2	\$1,982
1 ½"	4	\$3,964
2"	7	\$6,937
3"	See Note 1	See Note 1

SEWER IMPACT FEE SCHEDULE		
Connection Size In Inches	Equivalent Residential User (ERU) Factor	Impact Fee
3/4"	1	\$ 554
1"	2	\$1,108
1 ½"	4	\$2,216
2"	7	\$3,878
3"	See Note 1	See Note 1

Note 1 - Because of the extremely high potential for a 3-inch or larger water connection, the impact fee will be evaluated on a case-by-case basis. The ERU factor will be based upon projected use, evaluated for the winter season and summer season separately. Historical data indicates that an ERU factor range of 13 to 36 ERU's for 3-inch connection. Applicant will bear all costs of the engineering and evaluation to determine the ERU if necessary.

ADOPTED AND PASSED by the Richmond City Council this 10th day of April, 2001.

Kip E. Panter
Mayor

____/s/ Kip E. Panter

ATTEST:

_____/s/ Boyd A. Lewis_____
Boyd A. Lewis
Recorder

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Posting Date: April 11, 2001

CERTIFICATE OF DUE POSTING

I, BOYD A. LEWIS, City Recorder of Richmond, Cache County, Utah, do hereby certify that on the 11th day of April, 2001, in the City of Richmond, County of Cache, State of Utah, was posted the foregoing Ordinance 2001-1 in a likely manner, a copy of which is hereunto attached, in each of the three most public places in the said City of Richmond, to wit:

1. Richmond City Office.
2. Richmond Public Library.
3. Richmond City Post Office.

WITNESS my hand this 11th day of April, 2001.

Boyd A. Lewis
Richmond City Recorder

_____/s/ Boyd A.

RICHMOND CITY CORPORATION
RESOLUTION 2001-1

WHEREAS it is the responsibility of the Richmond City Council to ensure that the culinary water system and the sewer system are maintained in a financially sound manner, and

WHEREAS costs for materials have been seriously impacted by recent rises in petroleum products and energy sources, and

WHEREAS the Richmond City Council contracted with Sunrise Engineering to conduct a thorough review of costs for water and sewer hook-up expenses,

NOW THEREFORE, the City Council of Richmond City, County of Cache, State of Utah, deems it wisdom to resolve, pass, and publish the following:

**RESOLUTION TO IMPLEMENT HOOK-UP FEES FOR THE
CULINARY WATER SYSTEM AND THE SEWER SYSTEM.**

1. In keeping with a report submitted by Sunrise Engineering entitled *Richmond, Utah Culinary Water Impact Fee Analysis (Revised)* of November, 2000, with modification of December, 2000, and *Richmond, Utah Sewer System Impact Fee Methodology and Written Analysis (Revised)* of December, 2000, which has been accepted by separate Ordinance, and;

2. Because said reports also include recommended hook-up fee schedules for the culinary water and the sewer system, Attachment A entitled Culinary Water Hook-Up Fees and Sewer Hook-Up Fees are hereby implemented effective the date that this resolution is enacted.

3. Resolution 97-2 is hereby declared historic and is repealed effective the date that this resolution is enacted.

4. Any other Ordinance(s) or Resolution(s), or portions thereof, that conflict with the provisions of Attachments A is also declared historic and is/are repealed effective the date this resolution is enacted.

Passed by the Richmond City Council, County of Cache, State of Utah, this 10th day of April, 2001.

Kip E. Panter
Mayor, City of Richmond

_____/s/ Kip

ATTEST:

_____/s/ Boyd A. Lewis
Boyd A. Lewis
Recorder

**ATTACHMENT A
CULINARY WATER HOOK-UP FEES AND SEWER HOOK-UP FEES
WATER HOOK-UP**

Water Hook-Up Table A	3/4" Service Connection
Task	Cost
2" Bore under existing roadway (Averaged)	\$273.00
Furnish and install service saddle, corporation stop, and main line tap	\$191.00
Furnish and install 50' of 1" service lateral tubing @ \$4.00 per foot	\$218.00
Repair road shoulders - furnish and install 2 cu yd road base	\$ 66.00
Furnish and install meter box with lid	\$ 55.00
Furnish and install 3/4" meter setter assembly and meter	\$355.00
Flush and disinfect service lateral tubing	\$ 55.00
Set up office account information, complete paperwork and data entry	\$ 44.00
HOOK-UP FEE TOTAL	\$1,257.00

Water Hook-Up Table B	1" Service Connection
Task	Cost
2" Bore under existing roadway (Averaged)	\$273.00
Furnish and install service saddle, corporation stop, and main line tap	\$218.00
Furnish and install 50' of 1" service lateral tubing @ \$4.00 per foot	\$218.00
Repair road shoulders - furnish and install 2 cu yd road base	\$ 66.00
Furnish and install meter box with lid	\$ 55.00
Furnish and install 1" meter setter assembly and meter	\$410.00
Flush and disinfect service lateral tubing	\$ 55.00
Set up office account information, complete paperwork and data entry	\$ 44.00
HOOK-UP FEE TOTAL	\$1,339.00

Water Hook-Up Table C	1 1/2" Service Connection
Task	Cost
2" Bore under existing roadway (Averaged)	\$273.00
Furnish and install service saddle, corporation stop, and main line tap	\$273.00
Furnish and install 50' of 1 1/2" service lateral tubing @ \$4.50 per foot	\$245.00
Repair road shoulders - furnish and install 2 cu yd road base	\$ 66.00

Furnish and install meter box with lid	\$164.00
Furnish and install 1 ½" meter setter assembly and meter	\$983.00
Flush and disinfect service lateral tubing	\$ 55.00
Set up office account information, complete paperwork and data entry	\$ 44.00
HOOK-UP FEE TOTAL	\$2,103.00

Water Hook-Up Table D	2" Service Connection
Task	Cost
4" Bore under existing roadway (Averaged)	\$ 546.00
Furnish and install 2" service saddle, corporation stop, and main line tap	\$ 355.00
Furnish and install 50' of 2" service lateral tubing @ \$4.00 per foot	\$ 273.00
Repair road shoulders - furnish and install 2 cu yd road base	\$ 66.00
Furnish and install meter box with lid	\$ 164.00
Furnish and install 2" meter setter assembly and meter	\$1,365.00
Flush and disinfect service lateral tubing	\$ 55.00
Set up office account information, complete paperwork and data entry	\$ 44.00
HOOK-UP FEE TOTAL	\$2,868.00

Any water hook-up for lines in excess of 2" service will be handled and computed on a case-by-case basis.

SEWER HOOK-UP

4" Sewer Connection	
Task	Cost
4" Bore under existing roadway (Averaged)	\$ 546.00
Furnish and install wye, main line connection and cleanout	\$273.00
Furnish and install 50' of 4" service lateral piping @ \$6.00 per foot	\$328.00
Repair road shoulders - furnish and install 2 cu yd road base	\$ 87.00
Set up office account information, complete paperwork and data entry	\$ 44.00
HOOK-UP FEE TOTAL	\$1,278.00

Marlowe: I would like to compliment Stacey on all she does for Richmond City.

Black and White Days Coordination

Leslie: We have a good list of people that are donating this year for Black and White. We have the show booklet ready and it is sent out. On May 4th the Black and White Royalty will be selected at 6:00 p.m. in the Black and White Arena. I am having trouble making contact with Rick Theurer for advertising, but will keep trying. Let's wear our Black and White Shirts for the April 21st open house.

Council Member Reports

Kim: I was approached by Robyn Sanders about a possible right of way through her property for a road.

Mayor: She doesn't believe there is currently a right of way through her property. We talked to her before about this and she wanted water hookups in exchange for the right of way all the way through.

Cordell: I think that when a road is put there it will improve her property value.

Kim: I will look into it more. On the sidewalks in front of Randy Bair and Ray Murray place, who will be doing it?

Marlowe: We will be doing it ourselves. This was damage done by our employees that was not replaced or repaired earlier.

Kim: I will get with Gavin on planning the street work this year.

Leslie: The Easter egg hunt will be this week on Saturday morning at 9:00 a.m.

L.D.: The 3 trees on the east side of the Community Building should be replaced. They are under the high voltage line and will have to come out sometime. We could replace them with trees that would do well under these lines.

** The Council agreed to take those 3 trees out that are located east of the Community Building.

Marlowe: Darrell Black came before Planning and Zoning and asked to have his land across from North Cache be rezoned to M-1 (light industry). Planning and Zoning thought that was a good idea.

Mayor: This is different than a discussion I had with Darrell earlier. I'm not sure this is the best option for the city or for Darrell. Originally he was looking at a Commercial PUD and Bio-West had done a preliminary drawing for Darrell suggesting a possible design for the entire parcel. I worry what may happen if the parcel is sold and it is zoned M-1 and what we may get on the highway end of the parcel. We will also need to re-look at the General Plan in relationship to the highway and the land west to 4th west from 2nd or 3rd south to 6th south.

Marlowe: Alex Hudson representing Nixon & Nixon would like the City to annex the property running west down to Boyd Lewis's. He would like it re-zoned residential.

Planning and Zoning didn't think the idea of residential fit with the General Plan and because that area is zoned light manufacturing and or Agriculture. Alex said he would take that message back to Jack Nixon.

The following bills were presented for payment:

Airgas	6.81
A Touch of Class	26.56
ATAP Locksmith	16.50
Anderson Lumber	877.45
Al's Trophies	15.95
Best Way Prod.	200.10
Brent Webb Excavating	50.00
Cache Chemical	422.57
Cache Service Area	9,090.47
Cache Valley Insurance	138.00
Christensen Construction	1,110.00
Curtis Ind.	9.14
Dal Computer	1,275.00
Ipaco	10.10
Jacks Tire and Oil	468.68
Lee's Market	294.55
North Cache Vet	87.00
Office Depot	40.75
Petersen Rocky Mountain	147.72
Questar	1,479.99
Robertson Mfg.	11,140.00
Smithfield Implement	127.66
Texaco	34.30
Thomson Electric	42.88
Theurers	101.17
UP&L	130.99
Utah Retirement	34.23
State of Utah	121.45
WalMart	539.96

A motion to pay the bills was made by Cordell, seconded by L.D. and the vote was unanimous.

A motion to adjourn was made by Kim seconded by Leslie and the vote was unanimous.

Adjourned at 10:15 p.m.

Mayor Kip Panter

Boyd Lewis, City Recorder