

The regular meeting of the Richmond City Council was held at the Community Building on May 8, 2001. The meeting began at 7:00 p.m. Mayor Kip Panter was in the chair and the opening prayer was offered by Leslie Erickson.

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

The minutes of the previous meeting were read and approved and the financial statement for the month of March was read and approved.

### **Establishment of Sidewalk Commission**

**Mayor:** I think we should form a Sidewalk Commission to oversee the maintaining and new construction of sidewalks in the City. I would like to approach the residents that wanted some action taken on 4<sup>th</sup> East be part of the Commission. Ted and Julie Finlinson and Dave and Denise Gable would be a good place to start and we could ask them if they would be interested. Give it some thought as to which other residents in the City we could also use.

The Library Board Members came to talk to the Council:

**Belinda:** We appreciate all you do for the City. We are a newly established library board and we have a few concerns and a budget proposal we would like to go over.

#### Projected Essential Increases

1. Mileage and Convention from \$100-\$600.  
Known expenses coming –approximate  
Patricia – Class \$350  
Chris – Practicum- amount unknown at present  
Staff – to SLC area and sometimes beyond for class requirements State Library  
Amount unknown

There are unknowns here that cannot be foreseen at the present time.

2. Technology Maintenance. We need to increase funds \$300-\$500 for the new computer system ongoing maintenance, which we agreed to do at the time we received federal funds last year to improve and upgrade our system. So far we have done critical care on an Emergency Basis Only. If we are pro-active and provide for ongoing maintenance on a monthly basis it may prove to be a savings rather than a burden. We had three major breakdowns this year that have been a great inconvenience to the patrons and staff. It sets us back many days in most cases.

3. Increase in medical benefits of \$120 per year
4. Computer filtering (Utah Educ. Network) \$250. Used to be free – price is bargain for our network
5. Bonds and insurance went up approx \$100 last yr. Stacey has not been able to determine if there will be an increase again this year.
6. UTILITIES – will probably be a definite increase – amount unknown.

Without cost of living increases for staff and knowledge of how much our utility rates may increase, we need an increase of \$1,470 just to maintain the present levels of service to the community. Without the increase we will be forced to cut services, etc that we have spent several years to either gain or improve. There is “No Fat” in this budget.

Adjustment Possibilities – They just don’t exist we are struggling just to keep our heads above the water to breathe. We feel there is a few areas that may need an explanation for better understanding by the Council.

1. \$1,000 for office expense looks like a great deal of money for our small library. The term office expense is misleading. Included in this is computer support agreement with our software company, which is necessary just to keep afloat and current with updates. This is \$450 now. Copy Machine support agreement is about \$300 per year (and more than pays for itself). Toner for copy machine and laser printer, copy paper, barcode and spine labels and misc. office supplies come out of these funds.
2. Processing supplies includes the materials used to prepare new and donated items to be ready for patron use. \$300 a year is just barely enough. We must purchase book covering materials, tape, bookcard holders and a variety of items to repair materials held by the library.
3. Computer net is internet access (unlimited) on a yearly basis...not negotiable. If anything our chances are that it will go up.
4. \$3,500 for books. This includes magazine subscriptions, rental fee on leasing program for adult books. It is a very small amount when you realize that an adult hardback book sells for \$25-\$30 each. Children’s hardbacks sell for about \$15. We have also been told by the State Library and those who administered federal grant funds that we must maintain or do better as we have not done enough in the past to provide for our own lending materials. In other words, to dip into this would mean a denial for future grant funds possibly. It would also mean that we could not serve on an up to date current basis. Especially when it comes to the materials our youth need to complete their school assignments, we must be vigilant and very careful.

**Mayor:** We appreciate you coming in tonight. I support the library and its value to the City. There are a lot of grants available but they are usually all matching funds. I think there are funding places out there, we just need to find them. We will consider your budget requests as you have presented them.

## New Proposed Budget 2001-2002

**Mayor:** We will hold a public hearing next meeting to reopen the current budget and also approve the preliminary budget for the new year.

The council discussed the different budget items that should be added or deleted for the upcoming budget year. Suggestions were as follows:

Historic Commission Budget \$4,500, carryover \$2,250 from previous year

Sports Complex - \$7,500- if also approved by Lewiston City

Sheriff's Office, about \$3,000 increase

3% salary increase + benefits

Youth Council Additional \$600

Building Maintenance – Additional \$1,000

Christmas decorations - \$500

Parks Maintenance – additional \$1,000

Tree Maintenance - \$1,500

Little League Uniforms - \$1,500

Black and White Royalty – additional \$150.00

Parks – monument?

Parks & Streets - \$1,000

Fire Department – 10 outlets electrical runs \$2,500

Utilities – additional 15%

Library Arch. Fee - \$5,000-\$2,500 carried over from previous year

Black and White building remodel- \$20,000

### **Treasurer's Report**

**Stacee:** The Treasurers meeting I went to was great. We learned a lot. I met other treasurers. I have new ways of thinking, new things to learn. I learned investment reporting. There are a lot of things out there we could apply to our City. There are programs out there that could help the City.

### **City Manager Report**

**Marlowe:** Bruce Jorgensen called me on the Hydro Electric Project. I will write up the recommendations. Next meeting we will have a public hearing on the dumpster and controlled substances. Also, we will reopen the current budget at 8:15 p.m. I have given you each a copy of the preliminary personnel policies. It is fairly thick but I think it is needed. I would like to request we have this available to approve for our June meeting, if not by our July meeting. Last fall when we ordered our long sleeve shirts everyone wore them all the time except Gavin who wears them occasionally. I would like to order short sleeve shirts now for summer. Chris Nickle has the chance to go to Tooele to look over the Carnegie Library but needs her husband to drive her. We would need to pay his food because everything else will be reimbursed by the State. I met with Dr. Skabelund this week relative to land access on State Street. We agreed to put in a temporary access with a culvert at the extreme north end of the property. Brandon Douglas has arranged for 7

deputies for the Black and White Parade. There is a volunteer group from USU that would be interested in doing some volunteer work if we would like them to. If we have projects then I will meet with them on what we would like done.

**Council Reports:**

**Kim:** The City employees have been working outside the community building on the sidewalks pouring cement. Could they take some time and prep the sidewalk area down at the Park. On the sidewalk that runs south past Greg Traveller’s home, the sidewalk goes to his place but then there is a retaining wall where the sidewalk should be. What should we do?

**Allen:** In Planning and Zoning I asked them to consider to change the General Plan for Highway Commercial and the Master Plan for light industrial. They would like to take it one step at a time.

**Mayor:** Saturday, July 28 is the Governor’s Banquet. We would like to invite the city council, recorder, treasurer, justice and partners. We will need to RSVP so plan on being there if you can. We need to approve the quality Growth Demonstration Area report so it can be submitted to the state.

\*\* A motion that Richmond City accept the Quality Growth Demonstration report was made by Leslie, seconded by Allen and the vote was unanimous.

The following bills were presented for payment:

Bennetts	489.33
Beazer Lock and Key	6.00
Bullen ‘s	16.95
Cache Chemical	395.30
Cache Service Area	9,090.47
Caselle	456.96
Champion Fabricate	5,290.00
Christensen Construction	97.39
Chem Tech Ford	30.00
Ecosystems	174.00
IFA (Sports Complex)	1,198.07
Ipaco	367.63
Isco	97.39
Jardine	98.08
KCA Const.	675.00
Kimko	151.61
Nassau/Rock	735.27
North Cache Vet	28.00
Office Dept	359.75
Parsons	25.00
PC’s Unlimited	16.95

Pete's Repair	98.08
Questar	503.46
Qwest	299.46
Randy's Texaco	85.00
Roto Rooter	238.50
Standard Plumbing	4,510.40
State of Utah	28.56
Tony's Grove	358.06
Theurers	316.37
Time Rental	290.00
UP&L	1,758.18
Utah Commun.	194.00
Verizon	34.16
Wetco	627.50
Xerox	364.27

A motion to pay the bills was made by Allen, 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.

Adjournment at 9:45 p.m.

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Mayor Kip Panter

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Boyd Lewis, City Recorder