

RICHMOND CITY COUNCIL

Tuesday, November 16, 2004

The regular meeting of the Richmond City Council was held on Tuesday, November 16, 2004 at 7:00 p.m. at the City Office located at 6 West Main, Richmond. Mayor Kip Panter was in the chair. The opening remarks were given by Chris Purser.

The councilpersons in attendance were: L.D. Bowcutt, Terrie Wierenga, Cordell Johnson, Leslie Erickson, Allen Lundgreen was excused.

The minutes of the previous meeting were read and approved.

DEPUTY BRANDON DOUGLAS: Halloween was quiet this year. We only responded to one call the whole night. Are we o.k. with the school coverage?

L.D.: I have noticed that there have been a lot of big trucks and trucks with pups driving in front of Park School because of the construction project. That is a problem.

BRANDON: I will talk to my sergeant. I notice that the roads connecting to the main highway were paved today. When will the overnight parking restrictions start?

MARLOWE: It starts December 15th and ends on March 1st.

PAINT BALL ENTERPRISE IN OLD MILK FACTORY

MARK SHEPARD: Kerry Almond who is with me tonight had the opportunity to go with the Assistant Fire Chief and the County Building Inspector to view the old milk factory. We had planned on doing most of their recommendations. The emergency lighting will be portable as well as the portable johns. I spoke to Jon Keller about the sprinkler system that he thinks should be in the building. We cannot afford to do this. It shouldn't be needed. The only option is for the Council to override it and then have the fire chief sign off. The place doesn't need electricity. We would be more than happy to try this activity one time and see if we experience any problems. It is a three level building. We would be using two of the levels. Those levels have access from the outside. All access to the upper floor would be completely shut off. We were concerned about the stairway but we have designated a 15 foot free area which means that nobody can shoot at anybody in that space.

MARLOWE: The south end just past the building would need to be paved because of the well protection zone. We cannot afford to have our well contaminated by petroleum residue of any type. Anything that dripped off of vehicles would need to go into a sealed catchbox.

MARK: Could we bus the people from somewhere else in the City?

TERRIE: When I review the three letters from the County Building Department, the County Fire Department and the Environmental Health Department, it looks like they all want to see some type of plan showing where everything will be blocked. Something like a written plan of approach.

L.D.: How extensive would your cleaning be?

MARK: We want it completely cleaned up. We don't want a problem.

L.D: I would like to see a project report of what would be going on down there so we as a council know what will be open and closed. We are concerned about the safety within the building.

KERRY: We are safety conscious. The referees that we hire have four to five years of experience and do not allow you to do anything against the rules.

MARK: We will put together a plan for you to review.

CORDELL: I think there should be a bond in place so if the area is left not cleaned up we could attach the bond to pay for the costs of cleaning it up.

MARLOWE: We will put this on the January, 2005, Council meeting agenda.

RESOLUTION 2004-8

MARK TEUSCHER, Cache County-wide Planner: We would like to alter the interlocal agreement. The change involves the Board makeup. The change is to go from seven members on the board to nine members. Resolution 2004-8 says "Resolution to Amend the Interlocal Agreement to Change the Makeup of the Countywide Planning Governing Board for the Countywide Planning and Development Office."

1. The Richmond City Council concurs with the need to amend the Interlocal Agreement currently in existence to increase the makeup of the County wide Planning Governing Board from seven (7) members to nine (9) members to provide for more representatives from Cache County.
2. The Interlocal Agreement shall be changed to read as follows:

Governing Board

The CPDO shall be governed by a Countywide Planning and Development Office Government Board which shall be referred to in this agreement as the "Board" subject to the following:

- A. Composition: the Board shall consist of nine (9) members as follows:
 1. A mayor from a participating city north of Logan to be designated by the mayors of the participating cities in that area.
 2. A mayor from a participating city south of Logan to be designated by the mayors of the participating cities in that area.
 3. The mayor of Logan City
 4. The Cache County Executive
 5. A member of the Cache County Council
 6. An at large representative for Cache County designated by the Cache County Council.
 7. Three private sector representatives will be recommended by the respective mayors of the different regions and appointed as at large members of the Board.

B. Terms and Appointments

1. Each of the members of the Board who are elected officials shall serve during the term of their office and shall be replaced by the entity they represent in the even of their removal, resignation, loss of election, death or other inability to serve.
2. The four members at large shall be appointed each for a three year term with one of the initial members being appointed for a one year term, one for a two year term and one for a three year term.
3. Members may serve two consecutive terms.
4. Vacancies shall e filled in the manner stated in Subparagraph A

** A motion to adopt Resolution #2004-8, which says "Resolution to Amend the Interlocal Agreement to Change the Makeup of the Countywide Planning Governing Board for the Countywide Planning and Development Office," was made by Cordell, seconded by Leslie and the vote was unanimous.

CITY MANAGER REPORT

MARLOWE: Jan Gilbert came in and talked to me about the school crossing flashing lights down at the new construction project on the highway. The line that feeds the flashing lights is part of the line tied into the decorative street lights being put in by Cache Valley Electric. They don't want to install the new street lights until the asphalt is laid down by Parsons because the asphalt machine can dent the new light bases. On another matter, we have a surface run off issue. Any development of one acre or more requires a collection basin. A developer or builder can get a surface run off permit from the State of Utah. Would the City be interested in participating on the cost of a person to write those permits for just within Cache County and in conjunction with all of the other communities? The City employees put a culvert extension on each side of the canal below Kevin Forsgren's house on 500 North. Dennis Spraggins from the Cache County Sheriff's office came and spent some time with me. Dennis feels we need an antenna on this building and on the fire house. We need some accessories also and our portion to get the internet will be \$500.58. The County would pay in excess of \$700.00. We would exclude the Library from the wireless set-up for the time being due to their grant stipulations. We received a letter from AT&T showing we have DSL available here. With the savings they are offering, we think it will be a wash on the monthly charge.

** The Council o.k.'d this expense.

MARLOWE: We talked to Sergeant Wilson about the intersection at 300 East 500 North. We have put in a stop sign for the traffic coming from Cherry Ridge Lane. We have put a stop sign for people coming out of Sunburst Lane and we put in a yield sign in for traffic heading north on 300 East just before 500 North. Also we have put up a 20 mph curve sign. I was asked to get an RFP for construction standards manual up-date. J-U-B Engineering submitted the following for \$7,490. This project consists of working with Richmond city to develop Design Standards for

the City. The Design Standards will consist of construction details and specifications. J-U-B will use existing details and specifications that have been developed by J-U-B (Preliminary Design Standards) as a basis for developing the new Richmond City Design Standards. These standards will be reviewed, revised, and appended in developing the Final Design.

1. **Kickoff Meeting:** J-U-B will meet initially with the Richmond City representative to discuss the design standards. A list of proposed details and specifications will be created. Copies of the J-U-B details and specifications will be given to Richmond City staff for their review and mark up for modification.
2. **Richmond Review and Information Gathering:** Richmond City Representatives will review the Preliminary Design Standards. They may wish to discuss and coordinate with the other Richmond staff, council members, planning commissioners and the community. The City will mark up the Preliminary Design Standards and submit to J-U-B. Any additional information such as sketches, drafts or references to other details and specifications that the City wishes to incorporate into the new Design Standards will be submitted to J-U-B.
3. **Development Draft Design Standards:** J-U-B will receive the Preliminary Design Standards review information from Richmond City. J-U-B will review this information with Richmond city representatives to provide comment and input. J-U-B will modify and supplement the Preliminary Standards to create the Draft Design Standards. The Draft Design Standards will be submitted to Richmond City for their review.
4. **Richmond Review of Draft Design Standards:** Richmond City will review the Draft Design Standards. Review comments will be transmitted to J-U-B.
5. **Develop Final Design Standards:** J-U-B will review the Richmond City comments. J-U-B will discuss the information with the City and make changes and additions to the Draft Design Standards creating the Final Design Standards. The Final Design Standards will be submitted to Richmond City. One hard copy in a three ring binder and a CD of PDF files will be delivered to the City.
6. **Richmond Adoption of Final Design Standards:** Richmond City will review the Final Design Standards, discuss during City Council Meeting and conduct public meetings if applicable. City Council will adoption of Design Standards.

We did not address a time frame as of right now. We do need it to be ready before next spring.

L.D.: If we approve this, we need it ready for the construction season next year.

CORDELL: I think we need to see if we are comparable with other cities concerning our construction standards. I think we need to make an attempt to fund it. I think we need to cover our costs and add it onto the building clearance.

MARLOWE: I think Cordell has the right idea about adding costs to the Building Clearance.

- ** The Council approved J-U-B Engineers, Inc. proposal of \$7,490 to pay for the new City construction standards and the money to come out of the Capital Projects Fund.

PUBLIC HEARING NEW FRANCHISE AGREEMENT WITH UTAH POWER.

MARLOWE: The purpose of this hearing is that our franchise agreement has expired with Utah Power, formerly Utah Power and Light. The new part of the agreement is section 10 which says Subdivision Plat Notification. Before the City approves any new subdivision, the City shall submit the plat for review to PacifiCorp. Upon approval of the plat, the City shall mail notification of such approval and a copy of the plat to PacifiCorp:

Utah Power
780 North Main
Smithfield, UT 84335

- ** A motion to approve the new franchise agreement granting an electric utility franchise and general utility easement for a period of 20 years was made by Cordell, seconded by L.D. and the vote was unanimous.

COUNCIL REPORTS:

CORDELL: I have an application for a firefighter, his name is Dallen Kay. He will be 20 years old in May.

- ** The Council approved Dallen as a new firefighter contingent upon his age of 19 acceptable to the county and after an interview with the Mayor, Cordell and fire chief.

CORDELL: Right now our sewer samples are below the criteria for causing us a problem. We have had a couple of our city manholes broken by the new construction at the highway. They should be paying for damages done. Marlowe, will you please check into it?

LESLIE: The last Saturday of November is Lights On at the Park. Santa will be there. We will turn the lights on at 5:00 p.m. The Youth Council will be there to help with refreshments.

L.D.: Our share of the intersection at 300 East and 500 North is \$10,560. We will pay that amount directly to Parsons.

TERRIE: I received a letter from Chris Nickle and she wanted to thank us for the plaque she received for 13 years of service. Our library building fund raising committee has a few other names to present. We would like to present Norm and Debbie Allen, Wyndon Ward, Richard Bagley, Lisa Ahnder and Chris Shultz. They all live in Richmond City except Lisa Ahnder.

CORDELL: I would prefer to only see City residents involved with the Library.

TERRIE: We have 21 volunteers that help in the Library. They assist the Library staff and keep the inside clean. The Library is currently open 4 more hours per week than 1 year ago.

** The Council decided to allow Terrie to use any of those names suggested above that live in Richmond.

** The Council authorized \$2,000 to go to the Historic Commission to help the new City history book get started.

MAYOR PANTER: The Christmas Party will be on December 3rd at 7:00 at the Black and White building.

The following bills were presented for payment:

A little something	225.30
Airgas	32.26
AT&T	106.64
Bair Auto	50.00
BATC	143.86
Bear River Health	30.00
Cache County Corp.	141.76
Cache County Service Area	12029.36
Cache County Treasurers Office	83.99
Cache Valley Craft	71.64
Cache Valley Oxygen	55.09
Cantwell	33.90
Century Equipment Co	260.07
Charles Schwab	120.00
Chem tech Ford	115.00
Civil Air Patrol Magazine	195.00
Contech Construction	1037.33
Deluxe Business Checks	191.79
Denny's	33.59
Discovery Girls	19.95
Ecosystems	135.00
Every Bloomin' Thing	157.90
Expertec Automotive	130.92
G&L SCBA Testing	901.10
Galls	68.96
Gaylord Bros Inc	78.24
Harris Computer Systems	1325.00
Industrial Tool	111.80
Intermountain Traffic Safety	511.45
Irrigation Aid	14.84
Jack Parsons	10560.00
James Hopp Co.	15.00
Kings	163.37
Lees	553.47

Lewiston State Bank Visa	140.00
Lyn Distributing	230.33
National Battery	44.97
Metrocall	9.96
North Cache Vet	39.60
Northwood Rentals	90.00
Olson & Hoggan	175.00
Parsons	378.91
PC's Unlimited	67.80
Questar	342.45
Qwest	392.47
Qwest Internet	72.38
Randy's Texaco	82.00
Scholastic	167.75
Smithfield Auto	69.89
Smithfield Implement	472.01
Standard Plumbing	6.38
Staples	99.66
Sunrise Engineering	1622.60
The Cleaning Center	53.95
The Herald Journal	16.50
Theurers	160.00
Thread Images	1801.19
Trapper Trails Council	148.05
Utah Power	2278.79
Verizon	32.62
Waldenbook	108.44
Xerox	197.60

A motion to pay the bills was made by Terrie, seconded by Leslie and the vote was unanimous.

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

Adjournment at 10:15 p.m.

Mayor Kip E. Panter

Boyd A. Lewis, City Recorder