

**RICHMOND CITY COUNCIL**

**November 15, 2005**

The regular meeting of the Richmond City Council was held at the Community Building on November 15, 2005. The meeting began at 7:00 p.m. Mayor Kip Panter was in the chair. The opening remarks were made by Allen Lundgreen.

The following Council members were in attendance: L.D. Bowcutt, Allen Lundgreen, Terrie Wierenga, Cordell Johnson and Leslie Erickson.

**HELEN BROOKSBY WATER HOOKUP AGREEMENT**

**ERIC BROOKSBY:** In approximately 1993, Richmond City installed a water line through my mother's property. Someone from Richmond City, but I don't know who, contacted my mother who lives in New York and asked her if Richmond City could run a water line through our property in Cherry Creek area and in return they would allow us one water hookup on this line if we ever wanted to do so. There was not a written agreement it was all verbal. I have talked to the local Health Department and they have told me that I could hook onto the line even though the water has not been treated and it would be fine. I found a copy of the easement that my mother signed but I don't have a copy of it with me tonight. I got it from the County Records Office.

**MAYOR:** Do you know who signed the easement? In order for the City to allow you to hook onto the line it may cause some grief with those located around you so it is very important that we get a copy of the easement for our review.

**CORDELL:** Are you asking for one hookup only? Would you be willing to put that in writing? Also, please be advised that you would have to pay hookup fees and where the property is not located in the city limits the fee would be 1 ½ times the normal cost.

**ERIC:** Yes, one hookup only and I would put that in writing. I also understand I will have to install some type of filtering device at my expense.

**MAYOR:** Keep in mind the water would be metered just like all the other citizens and you would have to pay a monthly fee. We also need to get a legal agreement releasing the city of any liability where the water has not been through the chlorination system.

**CORDELL:** How big of a parcel are you talking about building on?

**ERIC:** It is 5 acres by county ordinance. I would be building on the far East side of our property.

\*\*\*A motion was made by Cordell, 2<sup>nd</sup> by Terrie, to allow one water hookup on the Helen Brooksby property, contingent upon review of the easement agreement, and a certificate from the Health Department stating it is okay to hook on before the treatment system. The vote was unanimous.\*\*\*

**MARLOWE:** I think this verbal agreement maybe from the Richard Bagley area which was a very long time ago.

**MAYOR:** Pending review the of the easement agreement it will be approved.

### **BUSINESS LICENSES**

**MARLOWE:** A request by Martin Neel for a business license for “A.T.A.P. Maintenance” which would be home maintenance business.

**TERRIE:** Will there be bulk chemicals stored on at his house?

**L.D.:** Will he be doing electrical work?

**MARLOWE:** I don’t know the specifics but I know that a contractor’s license is required for any job over \$1,000.00.

\*\*\*Approved by Council\*\*\*

**MARLOWE:** Lisa Barton has requested a license for Lisa Bees Craft & Design which would be an internet based home business.

\*\*\*Approved by Council\*\*\*

### **CITY MANAGER REPORT**

**MARLOWE:** Cordell, we need to determine which Sewer lines need to have the camera used on them. Rob and Ben having been progressing very well on our list of assignments. A representative of the Division of Water Quality contacted me and asked me to present the following to the Council. He would like us to consider running a sewer line from Richmond to Smithfield City and hooking onto their sewer line which is attached to the Logan City system. I expressed my concerns of the huge cost as well as the lift stations that would need to be installed. The DWQ representative did not realize that the elevation of Smithfield is higher than Richmond. It gains approximately 100 feet.

**MAYOR:** Does anyone consider this a viable option?

\*\*\*Council does not consider this an option and the vote was unanimous against running a line to Logan’s system.\*\*\*

**MARLOWE:** I have a copy of the updated building standards for each of you to review. I need you to review this as soon as possible and let me know by the December meeting if any changes need to be made. Paul Berntson, the County Building inspector, uses the International Building Code standards and will implement our various other specifications as well.

**CORDELL:** What needs to be done for this to take effect?

**MARLOWE:** An ordinance passed and implemented by Spring 2006 before the construction season starts. I also think that the Council needs to really consider the impact on the water usage of any new subdivision applications. I have been approached by two contractors just this week, one wanting to do a 60-unit subdivision and the other wanting to develop 20-30 acres without mentioning any number of buildings. In 1998, we were told that about 500 new hookups would be okay for Richmond City. We just need to carefully monitor the impact any new building will have on the water and sewer systems.

**CORDELL:** Impact fees need to be raised.

**MARLOWE:** There has not been an increase for 6 years. I have been informed by the Division of Natural Resources that our permit for a possible Hydroelectric Plant on one of our springs is about to expire. Regulations have been changed and it would require the area to be engineered before the permit would be re-issued as well as the renewal fees. This would be the 4<sup>th</sup> renewal if you choose to renew it.

**MAYOR:** This permit is from the Carl Howlett era.

**MARLOWE:** Triton could not guarantee there would not be any contamination to the system from a plant of this type, which is why we abandoned our efforts a few years ago.

**MAYOR:** If this permit lapses, it is gone forever.

**L.D.:** What about possible future usage?

**MAYOR:** It is unknown. There would need to be some new technology.

**L.D.:** The area in question does not have any water in the fall anyway.

\*\*\*A motion by Terrie, 2<sup>nd</sup> by Leslie, to let the Hydroelectric Permit lapse was made and the vote was unanimous in favor.\*\*\*

**MARLOWE:** I am concerned about sidewalk snow removal this winter. I don't know who is going to do it. We only have one employee with his CDL and the other is working on acquiring his license to handle the streets, but we don't have any manpower for the sidewalks.

**MAYOR:** I have been contacted by an employee of Parson Staker that told me he would be willing to help with the snow removal as a part time job since his job is quite slow in the winter due to the weather. Would it be possible to use an ATV to clear the sidewalks?

**L.D.:** For light snow it is okay but it won't move the heavy snow at all.

**MARLOWE:** The library, fire station, and city office need to be taken care of.

**L.D.:** The snow blowers can be used at the library and city office. We need to come up with an auger to clear the sidewalks.

**MAYOR:** Would a bobcat loader work? They use them at USU all the time. What options are available?

**TERRIE:** Marlowe, contact other cities and see what they do.

**MARLOWE:** I will find some options and their cost.

## **FINANCIAL REPORT**

**JUSTIN:** As you know the voting was last week. Mike Hall was selected as Mayor and Brad Jensen and Keith Ward were chosen as the new Council members. As for the financial information, as you can see we are overall in pretty good shape and on budget. Please keep in mind that there will be some big payments made on the water and sewer in December that will affect the Income Statement. Most of the payments are on the springs. The audit will be presented tonight as well.

## COUNCIL MEMBER REPORT

**L.D.:** The culvert has been installed at approximately 100 East and 500-600 South. It does need a head gate installed so that we won't have the flooding problems like this spring. We had talked about a cement frontal wall with some removable wood planks that could be taken out upon demand. In Mink Creek, they are using an auger/screw assembly that I have been told works very well. The cost of this is about \$1,500.00. I am going to go and look at this and see how good it really is but something is going to need to be done quickly with winter approaching.

**MARLOWE:** There needs to be some type of barrier on the West side, boulders or cement. I will also contact Les Smith and tell him not to proceed with the cement wall option at this time.

**L.D.:** The fence on Field 2 at the Sports Complex is being installed. They hit and damaged 2 water lines while installing the posts. They have been repaired. Cement is very expensive and hard to get at this time. I don't know when the sidewalk at the Sports Complex will be installed. The Sports Complex building has been prepared for winter.

**MAYOR:** The new sander has been installed on the truck, salt delivered and we are prepared on that end for winter.

## AUDIT REPORT

**BOYD:** For this years audit we have switched to Peterson, Allred and Jackson. Diana Cannell, Audit Manager and Alan Allred, firm partner are here to present their findings. The audit is for period July 1 2004 thru June 30 2005. It is for all funds. The General Fund, the Water Enterprise Fund, the Sewer Enterprise Fund, the Special Projects Fund, and the Capitol Projects Fund. I would like to turn the time over to Diana to present the audit.

**DIANA:** It is a pleasure to be here tonight. I would like to go over parts of the audit with the Council. During the fiscal year, the General Fund's original budget was amended from an original budget totaling \$679,102 to a final budget of \$773,366. These increases were made up of the following additional expenses; additional costs for decorative street lighting-\$46,500, city development standards-\$4,171, retirement benefit costs of former city librarian-\$7,000, additional fire department supplies-\$2,700, additional fire department salaries for helping fight county fires-\$1,300, additional costs for the Black and White horse show and Black and White Activities-\$5,700, additional payment of fines to State of Utah-\$11,000, extra costs for street lighting-\$5,500, and extra costs to Cache County for garbage collection-\$7,000. During the year the city participated in certain construction projects with the Utah Department of Transportation. As a result of these projects, the City installed decorative lighting for approximately \$46,500 and provided water system improvements for about \$104,000. The Capitol Projects fund ended the fiscal year at \$61,329. The Water Enterprise Fund showed a net income of \$134,847. The Sewer Enterprise Fund showed net income of \$65,753. The city is in good condition. I want to thank everyone who helped us complete the audit from the city.

## COUNCIL MEMBER REPORT

**TERRIE:** There is still some discussion of a County library system. Lewiston, Newton and Richmond are the only cities that are free of charge. Logan charges \$163.00 per year and some

of the other cities require you to be a citizen of that community. The next meeting is on December 1<sup>st</sup>. The Historical Preservation Committee recently voted Marie Lundgreen as Chairman, Kathy Jones as Vice Chairman, and Elaine Ward as Secretary. The next function is a holiday party for those over 65 years of age. Orders are being taken for the Richmond Historical Book. If preordered the cost is \$17.50 and the cost after publication is \$20.00. I am currently working on a CDBG application. Glen Busch from BRAG has been assisting me on this. The EMT's and Firefighters are helping me with the required survey.

**MAYOR:** For those of you in attendance, I would like to introduce new Mayor Mike Hall, and Council members, Brad Jensen and Keith Ward. Cordell, L.D. and myself will be through with our commitment at the end of this year. Dan, I would like you to include some information in the newsletter on the new Medicare sign up that is taking place between now and May 31, 2006. It is very complicated and we need to alert the senior citizens of what is going on.

A motion to pay the following bills was made by L.D., 2<sup>nd</sup> by Allen, and the vote was unanimous.

Academic Choir Apparel	198.00
Advanced Heating	71.50
Airgas	40.92
Al's sporting goods	229.92
American Water Works	254.00
AT&T	124.01
Bluestakes	21.17
Bridgerland Applied Tech	92.49
Brodart	94.60
Cache Chemical	54.48
Cache Co. Treasurer	90.32
Cache County Corp	1733.50
Cache Service Area	12284.96
Century	69.87
Chemtech-Ford	253.00
Chevron	148.26
Clark Security	260.25
Cox Electric	100.00
David Calderwook Book Sales	19.50
Denny's	93.46
Direct Safety	79.64
DJJK Services	800.00
Ferguson	10.00
Gall's	1110.29
Hall's store	219.33
Holland Equipment	12910.00
Intermountain Farmers	165.73
Intermountain Traffic Safety	25.72
Jeff Turley	575.00
JUB	3002.50
Juliene Parrish	297.90

Kings	212.98
Laser Precision	158.00
Lee's	930.33
Les Smith Construction	600.00
Lowe's	105.31
Lyn Distributing	9.83
Maverik	529.49
Metrocall	9.83
North Cache Vet	105.60
Northwood Rentals	110.00
Olson & Hoggan	945.00
Parsons	986
PC's unlimited	21.95
Peterson Plumbing	1337.36
Questar	416.54
Qwest	450.08
Qwest internet	75.27
Randy's	470.24
Shell Fleet Plus	13.55
Smithfield Auto	58.84
Smithfield imp	280.10
St. Ut Dept workforce services	233.53
Staples	80.55
The Home Depot	137.03
Theurers	240.72
Todd Brown	105.00
Utah Power	2327.75
Verizon	89.87
Von Holtzbrinck	4.79
Waldenbook	318.05
Waterford	1467.33
World Media Express	66.26
WR White	308.63
Xerox	239.03

A motion to adjourn was made by Terrie, 2<sup>nd</sup> by Leslie, and the vote was unanimous.

Adjournment at 8:30 P.M.

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Kip E. Panter, Mayor

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Justin B. Lewis, Recorder