

RICHMOND CITY COUNCIL

December 19, 2006

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on December 19, 2006. The meeting began at 7:00 p.m. Mayor Michael Hall was in the chair. The opening remarks were made by Mayor Hall.

The following Council members were in attendance: Brad Jensen, Terrie Wierenga, and Keith Ward. Allen Lundgreen. Leslie Erickson was excused.

A motion to accept the November 28, 2006 City Council meeting minutes was made by Keith, second by Terrie and the vote was unanimous.

DEPUTY REPORT

MAYOR: Deputy Eggleston could not attend tonight as he has been called to help on an accident. I am going to speak with Deputy Eggleston about getting more police presence at the cross walk when it is school time and children are crossing. The crossing guards have expressed that people are not obeying the law when they are in the roadway with their sign stopping traffic.

BUSINESS LICENSE

Cache Marine and Small Engine

PERRY JORGENSEN: I would like to start a business in my garage at my house. I would like to repair boat motors, lawnmowers, and tillers. I have done this type of work for many years and would like to open a business for myself. I would also like to sell new boat motors but cannot get a contract until I have a business license and business address.

TERRIE: Any chemicals?

PERRY: There will be gasoline and engine oil. I will make sure the oil is disposed of properly. There are several places including the local landfill that will dispose of the engine oil. I am familiar with OSHA regulations as I have to deal with them with past employers.

BRAD: How much parking do you have available?

PERRY: Very limited. I can have 2 extra vehicles in my yard. Anything else will have to be done by appointment. I have a shed behind my house to store the parts and supplies. I am hoping this will do well and I can open a local shop in Richmond at some time. The first step to start this is getting the business license so I can get the new product line of motors.

BRAD: Will vehicles and motors sit around for long periods of time?

PERRY: No. I have also spoken with all my neighbors about what I want to do and they don't have a problem with it.

Approved by Council

PLANNING & ZONING COMPENSATION

MAYOR: The State of Utah has recommended that Planning & Zoning Board Members be compensated for their time. I have asked each of you to think of what you believe is fair at the last meeting. My thoughts are that it should be based on a meetings attended policy, not just a monthly or yearly amount.

TERRIE: On one of the boards that I am a member of we are compensated \$20.00 per meeting attended. The hard decision is where to draw the line. If Planning and Zoning is compensated then why not the Library Board who meets monthly as well. Plus there is the Historic Commission as well as others.

BRAD: I agree with Terrie, where do you draw the line of which group is compensated and which is not?

I believe a small dollar amount per meeting is acceptable on meetings attended.

KEITH: I am in agreement with Brad and Terrie.

MAYOR: If an amount is going to be paid it would need to start with the next fiscal year.

MARLOWE: Pay monthly, quarterly, yearly?

TERRIE: I like the idea of paying quarterly.

MARLOWE: The current Planning and Zoning Ordinance will need to be modified once a decision is made.

MAYOR: If something is to be done I am in favor of \$20.00 per meeting attended. The hard part is where to draw the line of which groups are paid.

FINANCIAL REPORT

JUSTIN: As you know the last budget year audit will be reported later this evening. I appreciate Marlowe and Chris' help in getting Peterson Allred all the information they requested. As for the current budget. General Revenue and Water revenues are slightly up with Sewer revenue being right on budget. Budget expenses in the Administration, Building, Public Safety, Parks, Fire, EMT, Water and Sewer are all below budget so that is very good. Streets are currently over budget but we knew they would be as most of the yearly budget was spent at the start of this budget year. The Library is just barely over budget at this time. Julianne is doing a great job and I appreciate the time she spends making sure that she is on budget. I would also like to thank the Fire Department and EMT Program for monitoring their budgets and keeping within them. The Library is going to be receiving a \$7,500 grant. My understanding is that they will be using this to purchase three new computer systems.

MAYOR REPORT

MAYOR: The lawnmower that Alan Lower donated to the City has been picked up and it is in need of repair.

MARLOWE: This mower has a 12 foot cutting surface. Ben and Rob have done all the little repairs they can but they believe that it is in need of either a new head gasket or is going to need to have the cylinder head replaced. Ben is trying to find the dealer for this mower to get part costs. Do we want it fixed or what do you want me to do with it?

MAYOR: How old is the mower?

MARLOWE: I don't know how old or even the manufacturers' name.

BRAD: The parts may not even be available and if they are; they could be very expensive. I would like to know the value of the mower if it was in operating condition.

MAYOR: I do know that Alan purchased it from the Cache County School District.

TERRIE: Let's find the value of the mower versus the cost of the repair before a decision is made.

JUSTIN: I would contact Daryl at IPACO. He should be able to let you know who and where the parts are available. I believe he would be able to give you a value of the mower as well.

COUNCILMEMBER REPORTS

BRAD: The Fire Department has been quiet the last little while. I know that we are going to have a request pretty soon for a place to store the new fire engine. Studies are on-going in regards to Water and Sewer Impact Fees.

MAYOR: J.U.B. Engineering did a sewer flow test and but two of the three meters failed. They came back at no cost to us and did the test again and will be reporting shortly the results of the test.

BRAD: The cost to process 1,000 gallons of discharge is trying to be determined as well at this time.

MAYOR: We will be receiving a \$1,200 invoice from Al's Sporting Goods for some coats. These were purchased for the Sub for Santa program for all the cities. All of the other cities will be paying us back \$100 per coat as their portion of what is owed. Leslie is actually out tonight delivering the gifts for our portion of the Sub for Santa Program. We received a thank you letter from the coordinators of the Sub for Santa Program thanking us for our continued support.

MAYOR REPORT

MAYOR: Marlowe and I recently attended a meeting that discussed the Cache County Sheriff's Office addition of an Animal Control Officer in the North end of the valley. They have been offering this service in the south end of the valley since June of 2006. There are three different ways we can be invoiced. The first is to bill on a call for service basis. If a problem occurs, dispatch is called. If the Animal Control Officer is not available then a Deputy would be called to the scene immediately. Second option is to be billed on the number of patrol hours they complete. The third is to do a combination of per call as well as patrolling. They will do what

we deem necessary. Their bill rate is \$18.00 per hour. I have informed them that we have a current contract that runs through June 30, 2007. They have asked that we make a decision by March or April 2007. John Hester would also like the opportunity to submit a proposal for the next budget year as well. I told him we would like it submitted by February so that both options can be evaluated. It appears to me that the costs are comparable and it comes down to which will offer the best service.

TERRIE: I have spoken with a couple of coworkers that reside in the south end of the valley and they are both extremely pleased with Cache County Sheriffs Office Animal Control service.

MAYOR: It also appears that a Sheriff has more authority in the matter as well.

TERRIE: The response time would be much better with the Sheriff's Office as well.

MAYOR: There were 56 reported calls to dispatch for animal control issues last year. I have a copy of the contract for our review.

TERRIE: Would it be reviewed on an annual basis?

MAYOR: Yes. I was told that they need 2-4 cities in the north end to make this program feasible. My understanding is that the cities on the west side of the valley have already committed and they are waiting to see what Richmond and Lewiston are going to do.

MARLOWE: Their animal control contract is the same as the law enforcement contract in that it can be modified throughout the year if necessary.

TERRIE: There needs to be flexibility on both sides.

MAYOR: They are going through a learning curve with this new program and willing to work with us.

BRAD: They will be enforcing the current ordinances that we have in effect.

MAYOR: They would also honor our contract with the local veterinary service provider.

MAYOR: I would like to also announce that we just had our second straight month of no violations on the sewer system.

MAYOR: Now that the new signal light has been installed and the 4-lane road completed there has been a request to adjust the speed limit from Smithfield City to the Idaho border. We are in opposition to any change of speed limit through Richmond. A letter has been drafted to UDOT expressing our concerns. Our local UDOT representatives have been contacted by phone as well and the official letter with our position will be mailed shortly. The letter states that our major school crossing is on this road, all three local schools are located on the road, there is a Stake Center with main access from this road, and our business district is located on this roadway as well. The letter also states that we would like to see the speed limit changed to the current city boundaries. I have also been informed that 21 school buses access this road everyday during the morning and afternoon from North Cache alone.

BRAD: Is it possible to get speed reduction notice signs?

MARLOWE: We have never had these for Richmond. I have requested them but not heard a response.

PERRY JORGENSEN: Is it possible to get larger signs that are easier to see?

MARLOWE: U.D.O.T. would have to issue a warrant for any sign changes or speed limit changes. This is out of our hands.

MAYOR: Please send a copy of the letter to our representatives at U.D.O.T. as well as Lyle Hillyard and Representative Bodily. Marlowe please contact Wayne Reese at the Cache County School District and obtain the exact number of buses that access this roadway each day from Richmond. We also received a letter from the State stating that we will pay the bills that come due on the new Wastewater System from various vendors.

A motion to have Mayor Hall sign the letter from the State of Utah in regards to payments on the new Wastewater Facility was made by Terrie, second by Brad and the vote was unanimous.

MAYOR: Will the old American Legion hamburger stand at the ball park not be removed until the new one is complete?

KEITH: The roof has been put on the bathrooms at the park. I have been told by Brian from Western Construction that they will be starting the American Legion building shortly and that it will be complete for Black & White Days.

TERRIE: I think we should post something in the newsletter to let citizens know of the proposed speed limit change so they can send their thoughts to the State.

MAYOR: Good idea.

A motion to pay the following bills was made by Terrie, second by Brad, and the vote was unanimous.

Al's Sporting Goods	370.92
Al's Trophies	66.15
Applebooks	51.73
Association of Public Treasurers	115.00
AT&T	125.96
Bear River Health	40.00
Beth Skidmore	71.28
Bio-key international	144.00
Bluestakes	10.22
Brent Webb Excavating	8216.00
Cache Chemical	84.91
Cache Service Area	14272.9
Cache Valley EMS	1600.00
Cache Valley Tire	378.60
Cantwell	14.72
Chevron	74.73
Christensen Construction	1624.00
Darold Fitzgerald	85.00
Denny's	44.07
Ecosystems	90.00
Ferguson	3078.37
Gall's	266.85
Hach	47.50
Harris	1530.00
Intermountain Farmers	89.96

Intermountain Hydraulics	718.26
IPACO	47.30
JUB	527.14
Les Olson Copiers	695.00
Lyn Distributing	2264.52
Maverik	274.57
Morgan Pavement	9854.00
Nat'l Public Safety Information	139.00
Nextell	195.80
Nick Sanders	127.00
North American Salt	2613.58
Olson & Hoggan	140.00
Parsons	825.50
PC's Unlimited	19.95
Peterson Plumbing	83.93
Questar	1959.26
Qwest	443.63
Randy's	72.00
Robertson Manufacturing	385.00
Rockmount	114.13
Rocky Mtn Power	3290.42
Sadler & Sons	21500.00
Six States	71.40
Smithfield Auto	952.51
Smithfield imp	100.78
Sprinkler Supply	544.64
Sunrise Environmental	186.47
Thatcher	1355.84
The Herald Journal	115.55
The Home Depot	219.05
Theurers	7.18
Thread Images	1072.84
USDA Forest Service	45.00
Utah Local Governments Trust	1661.00
Utah State Division of Finance	99601.32
Utah Valley State College	275.00
Visa	178.15
Waldenbooks	19.95
Xerox	240.76
Zion's Bank	27687.00

ANNEXATION PUBLIC HEARING

A motion to close the regular Council meeting and open the public hearing was made by Terrie, second by Keith and the vote was unanimous.

MAYOR: This public hearing is in regards to the proposed annexation of 3.75 acres plus or minus of property owned by Calvin and Carol Funk with Matt Funk as trustee located on the south west portion of Richmond. There will be no public input as nobody has attended the public hearing this evening.

A motion to close the public hearing and reopen the regular Council meeting was made by Brad, second by Terrie and the vote was unanimous.

MAYOR: Any issues, questions or concerns on this annexation?

MARLOWE: This annexation was approved by Planning & Zoning previously.

MAYOR: We will discuss an ordinance for this annexation at the January Council meeting.

PLANNING & ZONING COMPENSATION

MAYOR: As Richmond is a rural community that depends on volunteer service in various programs until further notice no compensation shall be paid to these groups. We appreciate the service that everyone volunteers on a daily basis.

A motion to not pay Planning & Zoning Board Members monetary compensation until further notice was made by Terrie, second by Brad and the vote was unanimous.

AUDIT PRESENTATION

DIANA CANNELL: I would like to thank Marlowe, Chris, and Justin for their help in getting me the information that we required to perform the July 1, 2005 – June 30, 2006 audit. The audit report is shown in two ways, government and business basis. As you will see the City is doing fine financially. We are operating at budget on the general fund and at budget and above budget on the water and sewer funds. As you can see at the back of this report there are three findings. The first being that your accounting system is not done on a fund basis. It has been determined that due the cost and time involved in converting your accounting system that fund accounting will not be done at this time. The second finding is that the General Fund Unreserved Fund Balance has more than the maximum of 18% of the budget. Guidelines state this amount must be at least 5% but not to exceed 18%. In the future this amount will be monitored and adjusted correctly at the end of the fiscal year. The last finding is that there was not a Treasury Fidelity Bond in place. This has been resolved as a bond has put in place since June 30th. We appreciate the opportunity to serve Richmond City and if you have any questions at anytime please contact me.

A motion to accept the July 1, 2005 – June 30, 2006 Audit was made by Keith, second by Terrie and the vote was unanimous.

A motion to adjourn was made by Terrie, second by Keith, and the vote was unanimous.

Adjournment at 9:00 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder