

RICHMOND CITY COUNCIL

April 17, 2007

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on April 17, 2007. The meeting began at 7:00 p.m. Mayor Michael Hall was in the chair. The opening remarks were made by Keith Ward.

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

A motion to accept the March 20, 2007 City Council meeting minutes was made by Terrie, seconded by Allen and the vote was unanimous.

DEPUTY REPORT

DEPUTY WAYNE LEWIS: I have heard of some concerns about parking at the Cub River Sports Complex. This is a Cache County road and under their jurisdiction. I need to know what coverage you would like to see for Black & White Days. We have parade coverage scheduled the same as last year. We are going to try and use two new Harley motorcycles if they are up and running rather than bicycle patrol. Do you need any foot patrol?

LESLIE: Yes. Wednesday, Thursday and Friday nights we need foot patrol. We just need an officer to walk around and show a local presence. Things start at 6:00 P.M. and the buildings should be vacated by 10:30 – 11:00 P.M.

DEPUTY: We will supply coverage from 6:00 to 10:00.

LESLIE: We appreciate all of the past support during this celebration.

MAYOR: Thank you for your service to the community. Please make sure and invite your assistants to the breakfast on Saturday morning.

YOUTH COUNCIL SWEARING IN

JUDGE SKIDMORE: This is a great service for the community and a great addition to your resume.

Kaitlyn Rawlins (Mayor), Marcel Ward (Historian), Elizabeth Burningham (Historian), Melody Jensen, and Kallie Lundgreen were sworn in as members of the Richmond City Youth Council.

PUBLIC SAFETY QUARTERLY REPORT

JUDGE SKIDMORE:

Number of Case Filed 172
State Revenue

Surcharge	\$1,966.80
Court Security	<u>\$1,649.00</u>
Total	\$3,615.80
City Revenue	\$10,027.60
Total	\$13,642.90

The legislative auditor called me and normally this is a sign of a possible future audit. I will be gone from the 24th through 28th to St. George to a conference. I have submitted an application for a technology grant in the amount of \$1,739.00 for a possible sound system. A big and small system was the same price so I submitted the application for the larger system. This could also be used by Richmond City in other capacities if needed. We won't find out until the first of July if we received the grant. I have five DUI cases coming and two of them have a court appointed attorney so Richmond will be footing the bill for their attorney.

MAINTENANCE REPORT

MARLOWE: I would like to introduce Tamara Petersen as our new maintenance employee. I have 14 outstanding items that need to be completed. The men are doing quality work and getting tasks completed. They have been helping get Tamara up to speed on what she needs to do and can help with.

KEITH: I have arranged for a sweeper on next Monday and Tuesday to clean Main Street. This is being rented from UDOT.

BRAD: What about cleaning the sidewalks on 200 west?

MARLOWE: That would need to be a community service project as the county sweeper has already come through.

MAYOR: Tamara, welcome to the City. Let us know if you need anything to assist you in your job.

EMT/FIRE DEPARTMENT REPORT

HAROLD "STONY" TANNER: There were eight calls in the last quarter for the EMT Department. They were all health related issues: a fall, carbon monoxide, stroke and suicide attempt to mention a few. There were three calls to which the Fire Department responded. A grass fire and two false alarms. One of the false alarms was at the Mendenhall corner and the other was a grass fire that we found out had a burn permit. We feel good about our current budget and estimate that the Fire Department is about \$10,000 under budget as well as the EMT Department. We were hoping to use these funds either for a new building or for additional equipment on the new fire truck. We will be setting up for the Black & White celebration in the same area and have all the normal stuff as well as some surprises. It should be fun.

TREASURER REPORT

CHRIS: The water meters have been read and there are several leaks. One very large leak was repaired at the Carver residence. I have mailed 70 letters to citizens in regards to about 100 dogs that were licensed last year but have not been yet this year.

COUNTY-WIDE TRAIL AND PARKWAY PLAN

TIM WATKINS: I am from Mendon. I have a part-time position as County Wide Trails Coordinator. I have been doing this work two days per week since 2005. We will be reviewing a Cache County and Forest Service map tonight. I would really like to encourage the Council to make comments on the trail system. This is a proposed plan, it has not been approved. We would need to secure landowner approval for most of the trail system and have plotted different trails so that if one landowner does not have an interest another landowner with an adjacent piece might. I have spent extensive time on the Logan Canyon Gateway Trail. This would connect the River Trail and Bonneville Shore Line Trail. In April 2005, there were two workshops that were held and it was determined that all of the communities think a trail system is a valuable resource in not just Logan but the surrounding areas. Some of our objectives are to improve air quality, develop more recreational opportunities and give people alternative routes and show ideas for open space. Some of the things that need to happen are: adopt a master plan, inform the public, inform landowners, obtain funding, coordinate with all parties. In 2004, research showed that trails and open space are a big priority for people. Property values are higher by open space areas. A region wide trail system makes the valley a more desirable place to come too. The tourist industry will increase. The trails I will show in the Richmond area are all on the East side of Richmond. It is possible to have trails and open space in commercial and residential areas. I would suggest putting affordable housing by transit lines and trail heads. This gives them more recreational opportunities. Please review the maps and keep in mind they can be altered or changed. These are just proposals. Hopefully a plan can be adopted in the future.

TERRIE: Does the master plan include horses, dogs and bikers?

TIM: Primitive versus asphalt trails will be determined by each community. Horses would be a yes, motorized vehicles would be no. It has been determined that privacy, crime and property values do not drop in these areas where trails are located. We just need to inform people of this information.

BRAD: Trails by irrigation ditches?

TIM: Smithfield actually requires that an easement be granted for this purpose. There are some potential liability issues by a ditch. Litter is also a concern but with garbage cans placed along the route this should not be an issue.

MAYOR: Is the open space protected so that the landowner cannot develop it in the future?

TIM: Normally a conservation or wildlife easement is established so this cannot happen. The details at the start of this are very important so that things like this are not missed.

SHIVER'S SHAVED ICE TEMPORARY BUSINESS PLACEMENT

JOSH WHITMAN: I would like to put a shaved ice stand at the park like in years past.

MAYOR: Is the electrical meter still there?

SHIRLEY WHITMAN: The hardware is there but a meter will need to be installed. I will make sure that we keep it clean. Last year I submitted an application to put the stand at Black & White Days and found out that Daren Jackson had already submitted an application. After speaking with Daren, it was agreed that we could not both make money so only one of us should do it. So I did it last year, he will this year and I will next year. I think that Richmond residents should get first opportunity every year.

LESLIE: This is an issue for the Lion's Club. This has nothing to do with Richmond City. We receive zero benefit or funds from anyone selling. Their policy would need to be changed. Another possible location is at the Relic Hall or Relief Society Building. You don't have to be at the booth area.

KEITH: Is this going to be at the park just for the summer?

LESLIE: Be aware of the new sprinklers that were just installed in that area.

BRAD: What time frame?

JOSH WHITMAN: When school is out from early June until late August.

SHIRLEY: What about the fire hydrant?

MAYOR: Contact Stony Tanner or Chief Hugo about any concerns/issues with the hydrant.

Approved by Council

STREET LIGHTING PRESENTATION

GLEN GANTZ: I would like to see street lights installed at the Main and State Street intersection. From Main Street to the Fire Station, on State Street north just past the City office building, south on State Street to just past the Relic Hall and Black & White Day's Pavilion and upgrading the lighting from 100 West to Main Street. Some of the benefits are that it would provide safety lighting for those using that area, promote business in downtown Richmond and add a revenue base, as well as make Richmond a vibrant attractive community.

MAYOR: You are more than welcome to solicit bids and look for grant money. I appreciate your initiative.

MARLOWE: The previous Council already stated that all new lighting would be the same style of light currently being used on the highway and west Main Street, and would be ten lights to the block, five on each side. Those lights are about \$2,500 each plus installation costs. I can provide Glen with the details relative to Holophane and the dealer we use.

MAYOR: We would welcome your proposal but please keep in mind there are not any funds available from the City for a project like this.

FINANCIAL REPORT

JUSTIN: I have presented a preliminary budget for the July 1, 2007 – June 30, 2008 budget year. Please review. We have included the additional \$1,000 in training for the EMT Department, the small increase to the library, a 3% cost of living wage increase, as well as \$12,000.00 for the street sweeper repair and after all these additions and a few minor adjustments the budget is balanced. Keep in mind that if we want to change anything else that an expense will have to decrease before another can increase. In May, we will need to reopen the current budget to make any changes as well as adopt the preliminary budget for next year. At the June meeting, we will again reopen the current budget for any last month changes. I will have to check into the inquiry that the Fire and EMT Departments both think that they are under budget by \$10,000 for each department.

CITY MANAGER REPORT

MARLOWE: I researched Utah Code Annotated and it is necessary to publically announce workshops. We do need a workshop to discuss increasing the monthly water fee and restructuring the usage levels. I would propose a day in June. We would evaluate current prices and look at a tier level system. Right now it is a standard fee for over 10,000 gallons per month no matter how much water is used. Local dairies are a major concern as they use an extensive amount of water but we can't put them out of business with too high of a water surcharge. We may also want to evaluate a tier system for the sewer rate at the same time.

MAYOR: Include the sewer as part of the meeting and invite J*U*B Engineers to attend.

MARLOWE: At the next meeting we will need to determine a date in June for the meeting. Relative to the new wastewater treatment facility, it was anticipated that contracts would be signed by the end of April. Instead I was informed on March 23rd that the facility plan had just been submitted to DWQ and they have some questions. They are working on it with AQUA. Costs are climbing each day. Concrete is currently \$116.00 per yard. We are falling way behind schedule. It would make no sense to open the bonding at this time. No reason to pay interest when nothing is happening. It was supposed to be a June 2008 start date, but we'll now be lucky to be operating by December 2008 and possibly into 2009. We are stuck until DWQ is done with the engineering review.

TERRIE: Do we need to extend the temporary violation agreement?

MARLOWE: That is premature until we have a better timeline.

TERRIE: We are already four months behind, why not act now?

MARLOWE: I think we need to get actual dates before we proceed.

MAYOR: Inform Lonnie of the situation, bids are cheapest in the fall.

MARLOWE: Our permit is due for renewal in September 2008.

MAYOR: Let's document this entire process of what is happening so that if there is a problem later on we will have the info needed to show what we have done along with the time frame.

MARLOWE: A person tripped on the sidewalk in front of Theurer's and is seeking legal action against Theurer's. Theurer's is sending it to Richmond City. The person cut their hand on some glass when they fell. Theurer's is listed on the hazardous sidewalk area. We may need to get funding for the entire sidewalk in that area.

ALLEN: Who is communicating with the plaintiff?

MARLOWE: We have referred it to the Utah Local Government Trust.

ALLEN: I just want to make sure that none of us responds to this.

MARLOWE: There will be no water on the park grass until the fixtures are installed in the new restrooms as they are all on the same water line.

KEITH: The fixtures are being installed very soon.

MARLOWE: There will be a Census Bureau workshop in Logan on Tuesday, May 15th. We are encouraged to participate in the census and I would suggest that 2 or 3 people attend if possible. Starts at 9:30 A.M. and will last around two hours. For those that can attend we need to register immediately.

TERRIE: I can attend.

BRAD: How are we progressing on getting roof repair bids for the Fire Station and this building?

MARLOWE: I have mailed out nine bid requests for those repairs, literally every company in Cache Valley listed in the phone book. None have responded as of yet. There is an April 30th deadline to respond.

STEVE SCHILL MINOR SUBDIVISION

MAYOR: Steve presented his plan to Planning & Zoning two weeks ago and his proposal has been recommended with approval. Please tell us what you want to do.

STEVE SCHILL: I would like to sell two lots and keep a third lot for myself to build on. There is a home located at 307 South 100 East that is part of this property as well. The total acreage of the three proposed lots and the lot the home is on is 2.25 acres. The proposed lots are 0.4, 0.8, and 0.7 acres respectively. They would all have at least one share of irrigation water and lot number two would have two shares. There are five total shares for the current property.

MARLOWE: There is sewer and water on both the north and west of the property.

STEVE: I would like to build a home for myself next year and sell the other lots in a few years.

TERRIE: What about sidewalks?

MARLOWE: They are on the west side from the church to 400 South.

BRAD: 1-14 says all new projects require sidewalks. We need to start now. They are better for looks, define boundaries and help resolve tree concerns when they are planted in the wrong place.

TERRIE: I agree.

MAYOR: This would require sidewalks in front of the new homes but not the existing home.

MARLOWE: You will want to install them after the homes have been built so they will not be damaged during the construction process.

BRAD: Any water/sewer connection issue? Clean tap?

MARLOWE: Should be. Water was new in 1993 and sewer in 1972.

ALLEN: What side of the street are the water and sewer lines on?

MARLOWE: On 100 East the sewer is on the west and water on the east. On 300 South, I believe the water is on the south but I am not sure. Both sides will require boring under the road.

BRAD: You will want to make sure and contact the Richmond City Irrigation Company about the irrigation line location.

MARLOWE: The sidewalk is required to have the inside edge one foot inside the city boundary.

ALLEN: Are you going to deed the water shares to the property?

STEVE: Yes. The only two things I need to do then to pass is install sidewalks and deed the water shares?

MAYOR: Yes.

BRAD: Our standards book states sidewalks are supposed to be six feet. It is supposed to state five feet. You can put the homes in whenever you want. There is not a time restriction.

A motion to approve the minor subdivision on the corner of 300 South and 100 East with the stipulation that a sidewalk is to be installed on the three new lots and water shares deeded to the property was made by Allen, seconded by Leslie and the vote was unanimous.

BUSINESS LICENSE

STEWART PROPERTY HOLDING LLC

STACIE STEWART: I am requesting a license for a rental home of ours for tax purposes. It is located on our property but has a separate tax ID number than our residence.

Approved by Council.

STEWART TIME LLC

STACIE: My husband in his spare time likes to repair watches in our basement. There will not be any signs or traffic. He also on occasion will do appraisals and identification on gems.

Approved by Council.

GRANDMA'S CORNER

MICHELLE ROGERS: We would like to put a sandwich shop in the old Thrift Shop.

KRISTA MILES: Half of it would be scrap booking as well.

TERRIE: Do you have your food handler's permit?

MICHELLE: Yes.

BRAD: How much parking do you have available?

MICHELLE: No idea.

KRISTA: Between the front and the back around 10 stalls.

BRAD: What hours of business?

MICHELLE: We are not sure. We have not decided on what to do in the morning yet or if there will be enough demand at that time. Looking at 11:00 A.M. to 7:00 P.M. but would like to go 8:00 A.M. to 8:00 P.M. if there is enough demand. We are hoping to be up and going by Black & White Days.

ALLEN: Do you have and is there a need for grease traps?

KRISTA: No cooking will occur so we don't need a trap. We will just be warming stuff up.

ALLEN: How are you going to dispose of any grease you may have? Cache Valley Byproducts offers barrels for this purpose.

BRAD: What about restrooms?

MICHELLE: Currently two are being installed.

Approved by Council.

MOBILE TECH COMPUTERS INC.

STEVE ISAACSON: I do consulting and networking for small business and have been doing this for about 2 ½ to 3 years. All of this occurs on-site, nothing at my residence.

Approved by Council.

PROVIDIA MANAGEMENT GROUP LLC.

SCOTT PRATT: I would like to obtain a license for my property management business as well as for my small farm spraying business. I am currently trying to locate a permanent site for all of my equipment that currently consists of a tractor, mower, and two sprayers.

ALLEN: Where are you currently located?

SCOTT: Where Wren Murray used to reside.

TERRIE: What about maintenance on your equipment?

SCOTT: I have a 150 gallon diesel tank on-site. I will occasionally do minor repairs. I have a limited amount of herbicide and it is properly stored at all times.

MARLOWE: Do you have a catch system if the herbicide spills?

SCOTT: I have a spill plan if it occurs.

ALLEN: What is the approximate quantity of the herbicide?

SCOTT: I have one (35) gallon drum and a few (2) gallon jugs. The work I do is for UDOT. They are required to store all of the herbicide at their place.

Approved by Council.

HISTORIC PRESERVATION COMMISSION CHAIRMAN

TERRIE: Three years ago, the Council decided that they wanted to approve the chairman for the Historic Preservation Committee. The current chairman resigned in January. They meet on a quarterly basis and the chairman is a one year appointment that runs from July 1 – June 30. I would like to propose Sheri Housley for the new chairman.

A motion to approve Sheri Housley as Historic Preservation Committee Chairman was made by Terrie, seconded by Allen and the vote was unanimous.

CUB RIVERS SPORTS COMPLEX CHAIRMAN

KEITH: The current Cub River board consists of Chris Karren, Matt Sadler, Phil Foster, Richard Rigby, and Robert Whitman. Richard was recently selected to serve as the Chairman of the board. He will do a tremendous job.

MAYOR: They have their own bylaws and run it accordingly.

COUNCIL MEMBER REPORTS

BRAD: You have all heard the update on the new sewer system. The Fire Department has been slow recently, which is good.

MAYOR: What is the length of the new truck? Can it fit in our existing building?

BRAD: The new truck will fit in the building but have very limited clearance on either end. Some of the equipment will have to be placed elsewhere when that truck arrives. The following have been selected for the Nuisance Board: Kris Apedaile, Larry Liebes, Nick Sanders, Larry Mitchell and Jamey Merrill. Lots were drawn to see who would serve two or three years. There has already been one complaint and action has been taken. A letter has been mailed to the complaintee and the property owner.

LESLIE: On the community health issue that was presented at a past Council meeting I have met and we need to post some information on our website. The problem is that we don't have a website and need to get one.

TERRIE: The City currently has nothing. We will need to obtain a domain name and there will be a monthly hosting fee involved. It will also have to be developed. I will get some information together for our review.

MAYOR: Where and how do we get a domain name?

TERRIE: I will get a proposal together for next month.

LESLIE: Is the speed limit posted on all main roads?

MARLOWE: It is automatically 25 mph unless posted different.

LESLIE: This will be Doug and Christy White's last year to be in charge of the Cow-A-Bunga race. Lisa Jensen is going to help this year and take over next year. Terrie is in charge of the parade and Keith the horse pulls. Brady Christensen is going to announce the horse pulls. There will be a new pulling sled this year as well. L.D. is ordering the sausage for the breakfast. The dates this year are May 14th through 19th. The breakfast will start at 7:00 on Saturday, May 19th.

ALLEN: Rod Anderson is done as a Planning & Zoning Committee Member. I have asked Chris Anderson to take his place. I would like the Council to ratify Chris as a new member of P&Z.

A motion to ratify Chris Anderson as a member of the Planning & Zoning Board was made by Allen, seconded by Keith, and the vote was unanimous.

ALLEN: P&Z is currently very busy. Our Neighborhood Watch Chairman has been very busy and not able to spend much time. Recently some snowmobile parts were stolen and the culprit was caught with some help of local neighbors. Are we monitoring businesses that are in operation with conditional use permits?

MARLOWE: I don't think there are any.

TERRIE: I know the Ferret Cubby is one with a conditional use permit.

ALLEN: Cove Auto?

MARLOWE: No conditional use permit, they were just required to put up a fence.

ALLEN: These need to be reviewed. I would like all of us to get a copy of the current business licenses to review.

MAYOR: This is a concern and needs to be reviewed.

ALLEN: We need to make sure that everyone is abiding the laws and rules.

MARLOWE: We need a better business license ordinance as the one we are using is very out of date. What we are using is a "boiler-plate" license created by the League of Cities and Towns in 1975, and it has never been up-dated.

MAYOR: It needs to be reviewed.

MARLOWE: We have kept the license fee at \$25.00 so that it would not be contested.

TERRIE: We need to keep a conditional use permit list on file.

MAYOR: Let's review at the May meeting.

MAYOR REPORT

MAYOR: The white truck that was being used by the Fire Department has had a sand bag filling device installed on it for emergency use. We need to have a bid sale this year on equipment that is not any longer used.

BRAD: Any idea when?

MARLOWE: We need time to prepare for this and have been very busy.

MAYOR: We need to tour the maintenance building area with Ben and Rob and see what is being used and not used.

TERRIE: I would like to include some of the old library equipment in this sale.

MARLOWE: The Library has already brought over a list of surplus equipment.

BRAD: The Fire Department has equipment as well to include.

MAYOR: We can move everything to the maintenance building and have a sale there in the late summer or early fall.

BRAD: Do we have an equipment list?

JUSTIN: Yes.

MAYOR: Just a reminder that the May Council meeting has been moved to the 22nd due to the Black & White Days celebration.

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

Axtell Taylor	166.79
Bear River Health	40.00
Bluestakes	11.72
Cache Chemical	48.60
Cache Service Area	15445.13
Cantwell Brothers	259.95
Central Valley Machine	130.00
Christensen Const	190.00
Computerwise	38.00
Dennys	114.01
Ecosystems	180.00
Ferguson	2553.83
Fleet Services (Sinclair)	143.04
Gordon Willey	18.50
HD Waterworks	87.85
Hobbs Turf Farm	64.60
Intermountain Hydraulics	139.10
Jeff Tingey (Crimson Rose)	450.00
JUB	5120.74
Kimball Midwest	32.90
Kings	149.58
Lees	77.34
Lyn Distributing	153.77
Maverik	261.03
Nextell	180.55
North Cache Vet	50.00
Olson & Hoggan	682.00
PC's Unlimited	19.95
Petersen Plumbing	55.71
Pizza Villa	80.21
Qwest	764.95
Randy's	9.00
Rocky Mtn Power	1980.93
Rural Water	150.00
Shane Zillis	18.50
Sign Pro	440.50
Smithfield Auto	387.04
Smithfield imp	156.54
Square One	154.00
Standard Plumbing	35.98
Staples	212.92
Thatcher	1171.80
The Home Depot	67.70
Theurers	19.67
Utah Dairy Commission	175.00
Utah Justice Court Judges	25.00
Utah Local Gov. Trust	755.70
Utah Water Users Assoc	100.00
Visa	488.75
Waldenbook	1748.14

WR White supply	170.26
Xerox	240.76

A motion to adjourn was made by Brad, seconded by Allen, and the vote was unanimous.

Adjournment at 9:45 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder