

RICHMOND CITY COUNCIL

June 19, 2007

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on June 19, 2007. 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: Allen Lundgreen, Keith Ward and Terrie Wierenga. Brad Jensen and Leslie Erickson were excused.

A motion to accept the May 22, 2007 City Council meeting minutes was made by Keith, seconded by Allen and the vote was unanimous.

OLD MILK/CHEESE PLANT RENOVATION

JAMIE FORBUSH: At the start of this year, Quentin Casperson and I purchased the old cheese plant west of town. We own a company called FBC Properties. We want to put a seasonal haunted attraction in the building. It would be professionally produced. For the last six months we have been cleaning up the property. Hazard materials have been and are still being removed as well as junk and other items. We are still in the process of securing the building structure. We are also working with the homes located by the plant as well as the local Sheriff's office. We are hoping to make enough money to reinvest into the building structure as it is in need of repair due to lack of maintenance over the last several years. The production would be theatrical and have nothing inappropriate or satanic. We are aware of the need for a liability policy. Our attorney, Bruce Jorgensen, will be reviewing the release forms to make sure that we are covered as well as the City of any liability. There are some major electrical repairs that will need to be done immediately. We want to partner with the city. I appreciated the help that Marlowe has offered. I think this would be very good for the community. There are not a lot of things to do in Cache Valley. This will be one of the best presentations in the West. The production will only run for a few weeks each year, most likely around a month and a half. The Cache Food Pantry is going to be a major sponsor as we want to help the local community.

MAYOR: What about parking? How many cars down there at once?

JAMIE: There is a big lot to the south of the property. Cars could be parked along the side of the buildings as well. I think around 70 cars. We know that there is a Richmond City water well close to the parking lot and we will make sure that the area is secure and that people cannot get close to the well. Our production will run from late September through the end of October. As for hours, we will look at closing around 10:00 P.M. on weekdays and around midnight on weekends.

MAYOR: Are any of the local homeowner's concerned?

JAMIE: Most of them are intrigued. They have actually been helping us to clean the area up. I have several friends that work for local law enforcement agencies and they are going to help with patrol of the area when open.

MAYOR: You will need approval from the Cache County Building Inspector as well as the Richmond City Fire Chief.

TERRIE: What about restrooms?

JAMIE: We will have outdoor portable units, the inside facilities will need major repair before they can be used.

TERRIE: Any idea on occupancy? I am assuming that the County will set this number but do you have any idea?

JAMIE: We want to take small groups of 10 or fewer through at a time to create the maximum effect.

TERRIE: Are you doing this all on the main floor? I know there were some problems with the upstairs.

JAMIE: We won't use any of the attic. We will use a portion of the second floor and about ¾ of the bottom floor. We are also going to use some outside space in the north west portion of the property. Steps will have to be installed in this area first.

TERRIE: What about noise?

JAMIE: That is why we are going to use the north west corner where there are not any homes. Also, we are going to have a vending area inside for people to buy drinks and treats while they wait. There will not be any liquor.

TERRIE: What about garbage? You will need to contact the health department about the vending area.

JAMIE: There will be barrels and cans in various locations for the garbage.

TERRIE: I am glad to see the building utilized but I have concerns over safety.

JUSTIN: What would be the cost to attend?

JAMIE: Tickets will be in the \$12.00 – 14.00 range. Discounts will be available. There will be several promotions as well. Discounts will allow for a \$2.00 –\$4.00 discount. Plus once you attend, you get a coupon to come back at 50% off the second visit.

MARLOWE: Be advised there are no City roads in that area and you will be responsible for all snow removal.

MAYOR: I agree with Terrie. It is great to see it utilized but safety is important.

JAMIE: Thanks for your time and I will be in touch as this project progresses.

GARTH AND DEBBIE PURSER MINOR SUBDIVISION

DEBBIE: The property is located at on the southeast corner of 100 East and 200 North. The property would be sold in two portions. The home as one lot and the land to the east as a second portion. A Gilbert family is purchasing the home and Floyd and Alison Griffith want to develop the lot to the east where there are existing sheds and a barn, possibly putting in two homes on two separate lots made from the one.

MARLOWE: There are utilities in that area.

DEBBIE: The current home would be staying. The barns and shed would be removed.

MAYOR: These two lots were recently approved by Planning and Zoning. The one restriction would be that a sidewalk will need to be installed in front of the two new homes. No curb and gutter.

GARTH: There are not sidewalks in front of the other homes.

MAYOR: Correct. This is something that is being required on all new homes.

A motion to approve the minor subdivision located at approximately 100 East 200 North and owned by Garth and Debbie Purser with the restriction of requiring sidewalk in front of the new homes was made by Allen, seconded by Terrie and the vote was unanimous.

BUSINESS LICENSE

PECK BROTHERS CONSTRUCTION INC.

JILL PECK: We need a license for our construction company. We do mostly roofing. I will do the accounting portion at home. There are not any materials or equipment stored at our residence.

Approved by Council

LESLIE BRIGGS CHILDCARE

LESLIE BRIGGS: I need to get a business license to help me obtain my State of Utah certification and licensing. I would have no more than three children to watch. I have talked to my neighbors and they don't have any concerns.

Approved by Council

UTILITY RATE RELIEF FOR ACTIVE DUTY MILITARY PERSONNEL

JILL PECK: Several cities and states help active military personnel by reducing their utility bills by a portion or all together. As you can see by the list I have provided most cities in the State of Utah are offering between a 25% to 100% discount.

MAYOR: North Logan, Smithfield, and Hyrum are providing reduced rates of 25-50%. This does not effect garbage or recycling fees as those are just pass through fees not in our control. This would only effect water and sewer fees. I have talked to Brad and Leslie about this issue and they agree that something should be done. We would need to pass an ordinance or resolution that would be retroactive to January 1, 2007. My understanding is that there are two families with active personnel, the Tripp's and Peck's. We would need proof so a copy of the orders would need to be provided. This would be evaluated every 9 to 12 months as the orders last approximately that length of time.

ALLEN: Is this only for families where the person called to service is the sole provider?

MARLOWE: Head of household, not any of the siblings.

MAYOR: An ordinance or resolution will be drafted for passage at the July Council meeting.

KEITH: I prefer a 50% discount.

TERRIE: I agree with 50% as well.

ALLEN: I agree too.

MAYOR: An ordinance or resolution will be prepared for the July meeting that will include stipulations for a discount of 50%, head of household only and retroactive to January 1, 2007. I am proud to do this little thing to show our support for our troops.

MARY PALMER LETTER OF INTENT

MAYOR: The proposed letter is to help address concerns that Mary Palmer has as we have to access the property where the new City water storage tank will be located through her property. This agreement would be with Richmond City and Mrs. Palmer and/or any future landowner of that area. There are some concerns of the proposed work time of 6:30 A.M. and shut down of 9:00 P.M. As well as not wanting work completed on weekends. Changing the time to 7:00 A.M. and 7:00 P.M. should not be a problem as well as not working weekends.

ALLEN: Darek, will any of the tank require a continuous pour that may require work outside of this time period?

DAREK KIMBALL: They will most likely pour one wall at a time. There is a possibility that for around four days in the six months construction period that additional time per day may be required. Maybe up to ten days in the entire project. The tank walls are very tall and pouring them is a very slow process.

MARY PALMER: Clifton Aliston owns a lot, I own a lot and there are others that are not yet developed. I have talked with the Aliston's and their interest in the area is that it is quiet and rural. They don't want that disturbed. I visited with a realtor as well. The realtor suggested work hours of 8:00 A.M. to 6:00 P.M. I am sensitive to issues on both sides. There are children in the area and I am concerned for safety as they will be riding bicycles quite often. I would like to see a speed limit. I also would like the gravel trucks to be covered. There could be dangerous traffic on 2000 East when this project occurs. I don't want to lose my renters because of this project as that would be devastating to me financially. I have to fully disclose all of this to any future buyer. The Aliston's are very concerned about the disruption to local wildlife. I know that the city is very concerned about the environmental issues as well. What timeline are you looking at?

MAYOR: Hopefully next spring.

MARY: Do you know the size of the pipe from the well to the tank?

MAYOR: We have no idea of the tank size or pipe size at this time. We had to do earthquake testing as the very first step.

MARY: I would like to commend the City Manager for keeping me informed of this project.

TERRIE: When the time comes, there is the possibility of putting on a bicycle safety clinic. The Sheriff's office will do this for free and it could help make the children aware of the safety issues.

MARY: This is a private road that I have to pay to maintain. I expect it to be completely repaired when this project is done.

MAYOR: Darek, what is the timing for this project?

DAREK: I would think around six months for the entire project. The tank will take about three months. There are contractor requirements for a project like this. They have to blade the road, and use magnesium chloride sealant to keep dust down. They don't want dust to be an issue.

MAYOR: I am very confident in J.U.B. Engineering and Darek for this project. Please change the letter so that the work schedule reads 7:00 A.M. and 7:00 P.M. as well as no weekends. Also add that there will be 48 hour notice for any non-ordinary item that must be completed.

A motion to allow Mayor Hall to sign this letter of intent between Richmond City and Mary Palmer was made by Terrie, seconded by Keith and the vote was unanimous.

BLACK & WHITE DAYS ESSAY WINNERS

JULIENE PARRISH: The theme of this years essay contest was “Richmond in the Future”. There were three winners: Megan Smith a third grader, Kamen Spackman a second grader, and Katy Larson a first grader. Each of the winners then read their essay to the Council.

BUDGET HEARING

JUSTIN: The budget hearing that was supposed to be tonight has been moved to the 26th when the final bills are paid for the year. The notice in the paper did not post until last Sunday and it has to be a seven day notice before the meeting so this requires us to move the public hearing and budget passage until the next meeting.

RANDY TRIPP SIDEWALK

MAYOR: Leslie has talked to LuAnn about the sidewalk that has been removed and not replaced. Apparently her grandson removed the sidewalk and has been too busy to replace it. She is concerned about safety issues, the City is as well. Walking in that area is an issue. A letter will be sent demanding this issue be resolved within 30 days or action will be required.
TERRIE: Bus users are concerned as well as they use this sidewalk to get to the bus stop.

LEAGUE OF CITIES AND TOWNS CONFERENCE

MAYOR: We need to get a count of who will be attending the League of Cities and Towns meetings this year so that rooms can be reserved.
TERRIE: It is September 12 -14 this year. I will be able to attend on Wednesday and Thursday.
KEITH: I will have to check.
MAYOR: I will attend.
TERRIE: Let’s reserve six rooms and then cancel if necessary.

WATER/SEWER RATE WORKSHOP

MAYOR: A date must be set for a water and wastewater rate workshop. Brad has told me that June is not good or Monday or Wednesdays.
TERRIE: What about a Tuesday, possibly July 31 or July 10?
MAYOR: I am not available on July 10th. How about July 19th. Darek we would like you to attend.

MARLOWE: Emily will not need to attend this meeting.

MAYOR: We will discuss fee schedules, as well as business fees. This should be about an hour meeting that will be on July 19th from about 7:00 – 8:00 P.M.

CACHE VALLEY TRANSIT DISTRICT REPRESENTATIVE

MAYOR: Richard Heliger informed us at the last meeting that his term expires at the end of this year. We need to come up with some names for a replacement for Richard. I would like to have some names to present at the next Council meeting.

TERRIE: I will take a poll from those that ride from Richmond and come up with some names.

MAYOR: It is a two year term and can be renewed twice.

TERRIE: They are also paid a small sum for every meeting that they attend.

CONDITONAL USE BUSINESS LICENSES

MAYOR: A list has been provided of all business licenses issued by the city. We need to review and discuss any that have conditions attached.

TERRIE: I thought that Cache Trailer and Repair owned by Brian Fife required the trailers to be behind a fence other than the couple he was repairing. Marlowe, please check on this.

MAYOR: I know that the Ferret Cubby had restrictions.

MARLOWE: Cove Auto had a condition of putting a fence on the east side of the property but not on the other sides.

KEITH: A fence would not be of any value now where the road has been built up. There were not requirements for a fence on the other sides?

MARLOWE: No, the building is located in a swell and the surrounding homes sit higher so a fence would not hide anything as our ordinance only allows for six foot high.

ALLEN: I thought when Cove Auto was approved by Planning and Zoning that there was a restriction on how long vehicles could stay there so that no junk vehicles would be allowed.

MAYOR: We all need to review the list and look at the minutes of any that we have a concern over. I would like to see the minutes in regards to Cove Auto.

ALLEN: We can also add new conditions before any license is renewed at the start of each year.

MARLOWE: I am in the process of reviewing other cities licenses. Kaysville recently withstood a legal battle and I want to review their business license ordinance.

FINANCIAL REPORT

JUSTIN: Please take note that the financials I have provided this evening reflect the budget changes approved at the last meeting. Also, it is almost time to start preparing for the upcoming audit. It was scheduled for the third week of September and I will be out of town at that time. I have asked Dianna to reschedule and she will be moving it to the third week of October. She said that will still allow time for them to have it completed by the end of the year as required.

CITY MANAGER REPORT

MARLOWE: Jeremy Threlfall would like to do a benefit in the theater if the Council will allow it.

TERRIE: I need more information to make a decision. I need more specifics. What charity is this for?

MARLOWE: I have no idea. I will have to get more information. I attended an election meeting last Thursday. Our new budget includes \$450.00 for the upcoming election. We will have an additional \$1,560.00 that we will need to find the funds for. This is our portion of use of the electronic machines. The State of Utah is subsidizing this heavily as the actual cost of the machines is around \$15,000. They are helping due to the School Voucher Measure that is being voted on. If more than six people run for the three open City Council seats then we will be required to have a primary and this will be a paper ballot. The declaration period is from July 1 – 16. This will be included in the upcoming newsletter. So far this year there have been 22 building permits for new homes. Last year, there were seven at this time and only 12 for the entire 2006 year. Tige Cook from the Utah Local Governments Trust recently did an inspection and informed us of our deficiencies. I have to prepare a written response to all the deficiencies. Recently a test trench was dug at the area where the new water tank will be located. If there is a fault line it is farther to the east. I would suggest constructing the tank in the south west corner as far away as possible from any fault line.

TERRIE: I can provide a written response for the ADA deficiency at the library.

MARLOWE: There was a water leak at 600 South. This leak was due to poor workmanship when it was established years ago. This was put in when Itty Bitty Construction built their building in 2001. The 8” pipe had to be cut and repaired. The men worked until midnight and then finished up the next day after opening the parts store at 7 a.m. The thrust block was poorly constructed. This took two workers, two and a half days and over \$8,000 in parts for a job that was due to poor workmanship by a previous contractor. Things like this did not require inspection back then and this is an example of why we require inspections now before anything is covered.

ALLEN: I helped on that repair and we need more tools to perform work like this. We needed an 18” saw and only have two 14” saws. We need to find a way to get the men more tools to do their job better.

MARLOWE: We had to use some pipe that we got from Brent Webb to complete the repair as we did not have any. We need to find a way to get a covered pipe area so that the pipe doesn't sit out in the sun and turn brittle. The pipe needs to be in a covered shed to protect from U.V.

TERRIE: A quick and easy solution is to cover the pipe with a trucker's tarp. There would be no need for a building. I have seen this done in other places.

MAYOR: There needs to be the correct tools for the men to do their jobs easier. We need to find out what they need and work on acquiring these tools over time so we have them when tragedy strikes.

ALLEN: Our workers also need to be instructed not to go into a hole alone. Safety should always be first.

MAYOR: There should always be two of them there for safety. Citizens have expressed concerns in the past about seeing two or more men working in the same area, we need to let all citizens know of the safety concerns. I think we get very good production from our very limited staff.

MARLOWE: I would like Keith, Rob and the Mayor to visit the road issue on 500 East at the Zane Bagley residence. A contractor has installed landscape boulders right to the road.

MAYOR: I want Norton to attend as well when we visit Zane.

COUNCILMEMBER REPORTS

ALLEN: Brent Webb has been released from the Planning & Zoning Commission. He was given a very nice plaque for his years of service at the last meeting. Randy Jones has been chosen by the Planning & Zoning Commissioners to serve as the new chair. I would like to present his name for ratification for this position.

A motion to ratify Randy Jones as Chair of the Richmond City Planning & Zoning Commission was made by Allen, seconded by Terrie and the vote was unanimous.

TERRIE: A digital copy of the print and pictures for the Richmond History Book will be available by the end of the month. Copy editing and the layout will need to be determined, as well as an editor selected. Richmond City will be the official publisher so that we hold the rights. I would like to get permission from the Council to solicit bids. Our hope is to get the book distributed by October 1st. The USU press room has provided us with several references. This project should be self financed.

MAYOR: Please include this information in the newsletter.

TERRIE: The book will be approximately 215 pages including the photos.

ALLEN: Is it possible to get a copy of the proof?

TERRIE: Yes, I will e-mail it to you.

MAYOR: Move forward with obtaining bids.

TERRIE: I have provided each of you some website information. Westhost is local as well as international. It would be nice to have a Richmond City website for informational purposes. There could be links to the library as well as a place to post ordinances and meeting minutes. I would suggest starting small and then growing it over time. We would need to do a domain name registry which is about \$99.00 for 10 years. Hosting is cheap.

MAYOR: I think this is a good idea. What needs to be done to start?

TERRIE: Reserve the name and pay the hosting fee. It should be very easy to maintain. Would we prefer to end in dot-com or dot-org? The choices I have come up with are: www.richmond-ut.com or www.richmond-ut.org

MAYOR: Dot-com would be fine and then sign up the name registry for 10 years. Get Westhost contacted and move forward.

TERRIE: It would be easiest to do everything at once. Start up costs will be \$286.50 to start.

MAYOR: Please work with Chris to get this paid for and started.

TERRIE: Four of the members of the library board will be done at month's end. Only one of them has a term ending while the others have requested to be released. I would like to get names

for replacements. Suggestions would be great. Cathy Davis, Pauline Owen, and Eric Larson will be staying on. The board must have an odd number of members for voting purposes. They will serve three year terms. I would like to contact Dale Maples as possibly being coordinator for our Community Emergency Response Team as he is semi-retired and has vast emergency response experience. Unfortunately emergencies do happen.

MAYOR REPORT

MAYOR: Just a reminder of the Public Hearing and final bills meeting on June 26th. As you can see by the letter from Cache County Corporation we have received \$20,000 in RAPZ Tax funds. This will be used to fund capital improvements at the park and to finish the American Legion Building. There are some Eagle Scout projects that will help with the concrete work at the park.

MARLOWE: What about painting at the park restroom?

KEITH: Hamilton Mendenhall is doing the painting for his Eagle project.

MAYOR: I have talked with Mayor Fields from Lewiston about a joint application next year for some projects at the Cub River Sports Complex. Talked to Lynn Lemon and he said to apply for everything we want and let them sort out who gets the funds.

KEITH: I have been contacted by Rich Rigby, Cub River Sports Complex Director, about possibly swapping some land on the east for a portion of land in the northwest corner of the property. The Lynn Christensen family is installing a water pivot in that area and need a small portion of land for the pivot to go across. A plat is going to be provided with their proposal.

MAYOR: Another reminder that those seeking re-election and election to the City Council for next year there will be three openings and the declaration period is July 1 – 16. The date for the Richmond City party will be September 8th at 6:00 P.M. at the park. The employee Christmas party will be held sometime in January and scheduled at a later time.

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

Al's Sporting Goods	140.40
Al's Trophies	256.25
AT&T	150.36
Audio Editions	38.00
Ben Lundgreen	240.00
Bluestakes	36.85
Cache County Corp	20150.00
Cache Service Area	16193.56
Century	307.43
CNH Capital	306.32
Dell	4061.85
Denny's	244.13
Elk Ridge Transport	3580.00
Environmental Resources	344.24
Every Bloomin Thing	55.00
Ferguson	4.94

Forestry Suppliers	1461.44
Galls	594.86
Hall Oil	395.51
Holophane	2089.28
Intermountain Farmers	339.98
IPACO	9892.72
Jeff Turley	505.00
John Henson	205.00
JUB	954.19
K&B Service	107.74
Kids Discover	19.95
Kimball Midwest	338.06
Lee's	2099.39
Lewiston City	3836.04
Lyn Distributing	146.82
Maverik	598.54
Nextell	180.80
North Cache Vet	50.00
Northwood Rentals	174.61
Olson & Hoggan	1057.00
PC's Unlimited	19.95
Peterson Plumbing	1763.42
Pitcher Propane	27.34
Pizza Villa	49.99
Qwest	515.64
Randy's	912.64
RDJ Specialties	472.90
Richmond Irrigation	841.50
Rocky Mountain Power	1212.66
Rosen Publishing	47.85
Sign Pro	60.00
Smithfield Auto	528.48
Smithfield imp	45.66
Thatcher	1974.37
The green house	206.79
The Herald Journal	489.30
The Home Depot	817.82
Theurers	115.54
Thread Images	997.02
Tony's Grove	77.06
Visa	743.90
Waldenbook	112.56
Watkins	87.70
Western Construction	16077.00
Western Construction	19347.00
Windfall	208.79
Xerox	240.76

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

Adjournment at 9:30 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder