

RICHMOND CITY COUNCIL

August 21, 2007

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on August 21, 2007. The meeting began at 7:00 P.M. Mayor Michael Hall was in the chair. The opening remarks were made by Justin Lewis.

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

A motion to accept the July 17, 2007 City Council meeting minutes was made by Terrie, seconded by Keith and the vote was unanimous.

DEPUTY REPORT

MARLOWE: I would like to introduce Deputy Jake Carley. He is the second star deputy for Richmond City.

DEPUTY JAKE CARLEY: I have made a few visits to the City but I am new to the north end of the valley. I did most of my training in the south end of the valley. There have been several burglaries as you know, so please advise people to keep garage doors closed and homes and vehicles locked.

MAYOR: We appreciate your service to the community.

BRAD: With school starting soon, please monitor the speed limit at the crosswalk. People need a fresh reminder that they need to slow down and that school is in session.

DEPUTY: What time does school start?

MARLOWE: Kids will be using the crosswalk from 8:30 – 9:00 every morning.

MAYOR: You are invited to attend the City party on September 8th.

DEPUTY: I won't be able to attend. I will be on my honeymoon.

CITY PARTY

LESLIE: The party will be the same as in the past. The exception is that this year it will be on a Saturday night rather than Friday. The party starts at 6:00 P.M. For those that can please help, please show up at 3:00. I will need to get six cookers to help warm the meat. Allen, if you could please bring two pots of beans and Cordell is going to bring two as well. L.D. is going to supply all of the product. The meat will need to be warmed two hours before we start. The Lion's Club will be doing soft drinks like in the past.

MAYOR: I will welcome everyone and then make a few announcements. I will thank everyone for their help in updating the park bathrooms and helping to make a new American Legion hamburger stand.

EAGLE SCOUT PROJECT

BRAD: I would like to introduce Jordan Petersen. He is here to ask about a potential Eagle Scout project.

JORDAN PETERSEN: I would like to pour a concrete pad and build a picnic table in the area located between the old Randy's Texaco building and the Stake Center. Currently there is an old picnic table there but it needs to be repaired or replaced. It is just sitting in the dirt under a big pine tree. I would like to make the picnic table top from either Douglas Fir which would then be painted or from Redwood which would be stained. The base of the table would be made of steel. The cost of the Redwood would be approximately \$300, the Douglas Fir \$210 and the concrete pad about \$125.

BRAD: So the table and pad would cost about \$425. Perfect!

TERRIE: What length on the table?

JORDAN: It would be shorter than the existing table to make it more stable.

BRAD: When will you start and finish this project?

JORDAN: I will start on it next month and make sure it is finished by winter.

WATER CONCERN

VIVIAN CHRISTENSEN: There are two springs located on the Gibbons/Skabelund property that was recently annexed into the City. These springs are piped and help to supply water to our feed yard as well as to Gordon Sanders, Casey Jensen, Mike Allen and other individuals. This year has been a real struggle with that system. Normally it flows at nine gallons per minute and right now according to Derwin Merrill it is at six gallons per minute.

MAYOR: I have talked with Derwin about this issue. Gibbons still owns those two springs. The City did not purchase the two in question. I have told Derwin to contact Gary Gibbons and try to make a resolution to fix your problem. Richmond City purchased a well from Gibbons up by the Mary Palmer residence.

VIVIAN: Would it be possible for us to get water when the land is developed?

MAYOR: That all depends on what Gibbons does with the land. There is no way to know until they have a plan and we can see what is being done. As for our new well, the State of Utah will take the agricultural share allotment and reassign it as municipality shares and then we will know how much more water to which we will have access.

VIVIAN: We are going to try and continue to restore the current system. Would it be possible in the future to tie into the City water line even though we are not located in the City boundary? Also, there is not a map of the piping route from the spring to our feed yard.

MAYOR: Until the time comes when water piping is put into that area it is not known if we can or will be able to allow you to hook onto the system.

BUSINESS LICENSE

RICHMOND HAUNTED MANSION

JAMIE FORBUSH: As you know I came before the Council a couple of months ago with our proposed plan for the old cheese plant. I am now here asking for a temporary business license. We would like to start our production around September 21st and go through October 31st. It would be everyday but Sunday.

MAYOR: Have you talked to Fire Chief Hugo and the Cache County Building Inspector, Paul Berntson?

JAMIE: I have talked to Paul but not visited with the Fire Chief yet. I showed him which parts of the building we are going to use. Showed them a sketch of the area as well as an exit plan. I have obtained a copy of the hazards inspection that was completed in the 1990's. The toxins have all been removed.

TERRIE: Is there biological waste such as mouse droppings that need to be removed?

JAMIE: They have all been cleaned of that and all possible entrances sealed. We are having the majority of the production in the south end of the building which is the newer part.

TERRIE: What about parking? Crowd control?

JAMIE: This is being done on a trial basis. There is not any data to study. I have contacted several local law enforcement officers that are willing to help on a private basis.

TERRIE: There is a big difference between taking 20 people through versus 200.

JAMIE: There is an 8,000 square foot area that will have tables and food vendors. This will be a nice waiting room. We can shut down the production if it gets out of hand. During Halloween 1995 the crowd was large but manageable.

MAYOR: I would like to see the following in order for this to occur. Bear River Health Department approval of the vending area. Sign off by Cache County Building Inspector. Sign off by Fire Chief Hugo. As well as estimates on the number of people attending and a copy of your fire lane.

JAMIE: We want safety. I do have a one million dollar liability policy in place.

BRAD: Hours?

JAMIE: Monday through Thursday from dark until around 10:30, 11:00. Stop around 12:00 to 12:30 on weekends.

BRAD: How many people at time?

JAMIE: Our goal for the entire time we are open is to have 25,000 people attend. We are hoping our association with the Cache County Food Pantry will help to promote this.

BRAD: What about external lighting?

JAMIE: Very minimal exterior lighting. The vending area will be very well lit. All emergency lights will be in proper operation.

BRAD: Strobe lights?

JAMIE: We are going to do some radio advertising. They might bring a spot light.

BRAD: Restrooms?

JAMIE: We will have portable units. Trying to get Roto Rooter to be a sponsor but if not we will still have 5-8 units.

BRAD: Will traffic enter from the north or south?

JAMIE: Will enter from 200 South and exit onto Main Street.

BRAD: Are there any right of way issues or issues with the property owners in those homes?

JAMIE: The property owners are aware and have been very supportive of what we are doing.

BRAD: Lots of cars are expected to attend and they will all be parked on gravel by one of our City water wells.

JAMIE: We plan to pave the area eventually. We have cleaned that area of all the debris. We will keep vehicles away from the well area.

BRAD: Will more cleaning be done by September 21st?

JAMIE: Yes. The area by the well will be blocked off as well. We are also going to mow the weeds in another area that will hold about 40 more cars.

BRAD: Speeding on 200 South will be an issue and is not something that you can control.

TERRIE: You are expecting on average around 800 people per night. What about curfew and noise?

JAMIE: I am open to suggestions.

TERRIE: I agree with the conditions that the Mayor wants to see. I also want to see a detailed drawing of the building and parking area.

MAYOR: This will be considered on a yearly basis. Chief Hugo and Paul must sign off. This will be evaluated again next year as well.

JAMIE: This is going to be very theatrical with wonderful special effects. There will not be anything satanic. I believe this will help to deter crime as the youth will have something to go and do. I want to work with the City not against.

BRAD: I am still concerned about protecting the well along with the noise.

MAYOR: Paving that area should be their first priority. Then they could have marked parking stalls. The assumption is that the majority of the people will attend on weekends as well.

BRAD: What about foot traffic?

JUSTIN: There is not a sidewalk in that area, people will have to walk on the road.

JAMIE: What is the local curfew?

MARLOWE: 10:00 P.M. on weekdays and midnight on weekends.

JAMIE: We will include that information in our advertising.

LARRY LIEBES: Will dust from the parking area be an issue?

MAYOR: Dust won't but oil and drippings from vehicles will be.

A motion to grant a conditional use business license to Richmond Haunted Mansion/Jamie Forbush based on the Cache County building inspector approval, Richmond City Fire Chief approval, and Bear River Health Department approval, was made by Brad, seconded by Allen and the vote was unanimous.

DINAH WEBB UPHOLSTERY

DINAH WEBB: I recently moved back to help my parents. I have done upholstery work for around 30 years. What started as various odds and ends is developing into a full time business. If I can secure a business license I will be able to get a big contract that will give me work through the winter. I would like to possibly rent a building in town as well.

MAYOR: Any traffic?

DINAH: I try and deliver and pick up. I do boat and auto work so they might bring those by.

BRAD: Will you be storing vehicles waiting to get paid?

DINAH: I only do one project at a time.

BRAD: Any chemicals, paints or stains?

DINAH: I keep a small amount of fiberglass.

KEITH: Currently this will be at your residence?

DINAH: Yes.

LARRY LIEBES: She operates a very clean and neat operation.

Approved by Council

RESOLUTION 2007-4

MAYOR: This resolution is in regards to starting the process of authorizing bonds for the new wastewater facility. The law firm of Smith-Hartvigsen have done all of the wording on this resolution so that it is correct. This is the first step in financing this project. Once approved the State of Utah will be notified and there is a 30 day window for people to comment or contest.

A motion to approve Resolution 2007-4, A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$4,000,000 AGGREGATE PRINCIPAL AMOUNT OF TAXABLE SEWER REVENUE BONDS OF RICHMOND CITY, CACHE COUNTY, UTAH, FOR THE PURPOSE OF FINANCING ALL OR A PORTION OF THE COSTS OF CONSTRUCTING SEWER SYSTEM IMPROVEMENTS, INCLUDING TREATMENT FACILITIES; AUTHORIZING PUBLICATION OF A NOTICE OF BONDS TO BE ISSUED; FIXING THE MAXIMUM PRINCIPAL AMOUNT, INTEREST RATE, MATURITY AND DISCOUNT; PROVIDING FOR THE RUNNING OF A CONTEST PERIOD; AND RELATED MATTERS, was made by Brad, seconded by Leslie and the vote was unanimous.

RICHMOND CITY HISTORY & BUSINESS ADVERTISING PAMPHLET

NANETTE MILLER: I would like to present you with some of the new Richmond City pamphlets that Jeremy Threlfall has helped to produce. The pamphlet contains information on businesses located in Richmond as well as historic facts about the City.

MAYOR: Jeremy has contacted me in regards to painting the stage in the theater. He has said that he thought he could get the materials donated, if not, he would contact me with a cost.

NANETTE: He wants to paint it black.

TERRIE: We need to check the historical guidelines to make sure that is okay. I will find out and be in touch.

Leslie Erickson was excused at 8:05 P.M.

RESOLUTION 2007-5

MAYOR: Every four years we have to recertify the Richmond City Justice Court. This acknowledges that we have our own court system.

A motion to approve Resolution 2007-5, A RESOLUTION REQUESTING THE RECERTIFICATION OF THE RICHMOND JUSTICE COURT, was made by Terrie, seconded by Keith and the vote was unanimous.

RESOLUTION 2007-6

MAYOR: Allen Grunig attended a Council meeting several months ago to introduce us to the healthy community awards program. We have achieved a silver award mainly due to our already existing programs. There were several other items that would have needed to be done at a cost to achieve a gold ranking. It was not in the budget at this time. This resolution shows our support for the program.

A motion to approve Resolution 2007-6, A RESOLUTION SUPPORTING THE HEALTHY COMMUNITY AWARDS PROGRAM, was made by Keith, seconded by Terrie and the vote was unanimous.

MARLOWE: One of the criteria of this program is to have a set up in the women's restroom for a nursing mother.

TERRIE: Just put a chair in there that has arms on it.

CITY MANAGER REPORT

MARLOWE: I would like the Council to consider purchasing a stand alone CPU for the maintenance shop. Right now when the men need to access parts catalogs on-line or to make on-line orders they have shut down the SCADA system but SCADA is not to be disrupted. I think a new CPU for InterNet access would cost about \$1,000 or less.

TERRIE: What about internet service?

JUSTIN: It will cost \$19.95 for an extra line per month.

TERRIE: DSL is much better but more expensive as well. The SCADA should support the use of other programs.

MARLOWE: The SCADA system must be not shut down for any purpose.

TERRIE: What about a router?

BRAD: We also had a bill several months ago to clean the hard drive on that computer of a virus or something. What happens now?

MARLOWE: They go to Ben's house and order the parts.

TERRIE: A basic router would cost \$100 -125.

MARLOWE: The SCADA system is meant to be a stand alone system with nothing else on it.

BRAD: The SCADA system is currently the only thing operating on that CPU at this time.

MAYOR: Let's monitor the amount of time needed to do this each month.

MARLOWE: Some test holes have been bored in regards to the new wastewater building. The area passed and is acceptable for a building. The well and water storage tank is currently on hold as there are a couple of issues that need to be discussed and resolved. I turn the well on each night and we have been monitoring it each day since July 6th. Recently 4,502,000 gallons were sold to the Richmond City Irrigation Company to use.

RICHMOND HISTORIC PRESERVATION COMMISSION ISSUES & CONCERNS

TERRIE: I have several issues and concerns with the Richmond Historic Preservation Commission. This Commission was originally created to help obtain federal and state funds. The guidelines of this Commission have not been followed since 2003. I cannot get the members of the Commission to help. No documentation is what the current Commission wants. They have done many good things including helping restore the Relief Society Building and currently they have helped with the Richmond City History Book. They just won't follow the rules. In three years I have not been able to correct this problem. Some of the following are problems. One member must attend one of the many state sponsored workshops each year, this has not been done since 2003. They need to follow the Open & Public Meetings section of the Utah Code as well as post their agenda and have a set of bylaws. They don't follow any of these rules. There is no recorded documentation of the items in the Relic Hall or Relief Society Building. These are just some of the many issues. They even took away the key from the USU student that was helping to archive all of the items.

MAYOR: I agree with Terrie. They need to take our recommendations and abide by them or disband. The history book is their current project and will be published by November 1st. I think we put an end of October deadline for them to abide or we will disband the current Commission.

ALLEN: Daughters of the Utah Pioneers donations are not part of the City. The D.U.P. is a private organization.

TERRIE: Items in the Relic Hall and Relief Society Building are not separated into the correct area.

MAYOR: This can be easily resolved or we disband the Commission.

TERRIE: They just need to have the proper documentation and they will be fine.

Supported by Council to have Mayor Hall and Terrie meet with the commission to follow guidelines and regulations or be disbanded by October 31st.

COUNCIL MEMBER REPORTS

BRAD: There was a recent concern by a member of the Fire Department in regards to their budget for the new year. I have told Chief Hugo that if he has any issues he can contact me and we will schedule a meeting. I have not had that request yet. We will meet for sure at a later time to discuss the new engine as well as equipment for the new engine. **ALLEN:** Where are we going to house the new truck?

BRAD: That has been a concern they have had for about a year since word came that we were getting a new truck. The current building needs a new roof as well. I would like to see all surplus items be sold if they are not needed.

MAYOR: I have suggested that we utilize the quonset to park Fire Department vehicles.

BRAD: It is a possibility. It would need to be water tight.

MARLOWE: Heating would be an issue.

ALLEN: A new door and drainage issues fixed and it should be fine.

BRAD: The sewer backup issue at the Cottle residence should be resolved soon. A plan will need to be developed to maintain the water meters through periodical replacement and get them on a rotating schedule to be replaced. There were two new complaints issued to the Nuisance Board as well as one existing complaint. One issue was a non- issue as it did not meet requirements. Action is required on the other issue and a certified letter has been sent. The time frame to respond to the complaint won't kick in until the letter is signed for.

ALLEN: I just want the Council to be aware of an appeal that is being brought to the Council. On approximately 400 West and 600 South, there are 50 acres that a developer wanted rezoned previously. It was denied by Planning & Zoning as well as the Council. The property owner went before Planning & Zoning at their last meeting and he was denied as well. He will be appealing this decision to the Council in the regular September Council meeting. I will make sure the minutes from the Planning & Zoning meeting are supplied for your review.

BRAD: Just to clarify. The property in question was denied by Planning & Zoning twice as well as the Council once.

ALLEN: Yes.

BRAD: Have they made any changes at all from their original presentation?

ALLEN: No. I need some help in finding someone to take over the Neighborhood Watch Program. Please provide me possible names.

BRAD: How many hours are required?

ALLEN: They meet once a month. Once the program is up and running very little time is required. The Sheriff's office is more than willing to help get it established as well.

MAYOR: Please bring names to the September Council meeting.

MAYOR REPORT

MAYOR: The employee appreciation dinner will occur on January 12, 2008 at 4:30 at the Coppermill. Tamara was originally hired for the summer as a temporary employee to help with parks. I would like to see her changed to a year round part-time employee to help with parks, building maintenance and snow removal. She will continue to act as school crossing guard as well.

MARLOWE: I would like to see her in charge of cleaning the building as well.

Approved by Council to have Tamara Petersen’s work status change from seasonal to year round.

MAYOR: The list of possible names to replace Richard Heliger as CVTD representative are Larry Dunkley, Larry or Sue McCormick and Burt Sweeten.

TERRIE: They are all good. It is a two year term and they are paid for each meeting they attend.

MAYOR: A thank-you letter is being sent to those that helped to remove the weeds in the park strip on the highway. Local homeowner’s, scouts and volunteers helped with that project. I am also sending another thank you letter to local Mayor’s and Fire Chief’s in regards to their help on the house fire on July 31st. As soon as the road work is completed I would like Norton to come and give us an updated report on the conditions of the City roads.

KEITH: The only thing left is some crack sealing.

MARLOWE: A cold patch/hot mix will be used for pot hole repairs.

KEITH: On 800 South, we will just gravel the road this fall and compact. Then mag water or chip/seal next summer.

MAYOR: The 470 South road repair has been completed. At a recent workshop it was discussed to have a tiered system for water and sewer monthly charges. It would be as follows:

Residential

0 – 10,000 gallons	Base Fee
10,001 – 60,000	\$0.85 per thousand gallons
60,001 – 100,000	\$0.90 per thousand gallons
100,001 -	\$1.00 per thousand

Commercial

0 – 10,000	Base Fee
10,001 – 75,000	\$0.85 per thousand gallons
75,001 -	\$0.90 per thousand gallons

We don’t want this to be a hardship on anyone and we want to encourage conservation as well. Sewer rates would be as follows, based upon culinary water consumption:

0 – 15,000 gallons	\$41.00 per month as per State of Utah requirement
15,001 -	\$1.00 per thousand gallons

I would like to discuss these rates again in the September meeting and then pass a proposal in the October Council meeting that would go into effect on January 1, 2008. I would also like to see the \$1.00 per year increase start again next year to keep up with inflation costs. Commercial sewer users will be required to install a meter to monitor their flow. What time frame for installation is acceptable. Six months? One year?

DAREK KIMBALL: I don’t know.

TERRIE: They can install the meter or be charged the maximum amount.

MAYOR: We have been in receipt of the 2006 RAPZ tax money and paid all the expenses in regards to those projects. The 2007 RAPZ tax allocation will go towards concrete work at the City park. We will discuss in detail at the September meeting.

FINANCIAL REPORT

JUSTIN: Marlowe, please verify that the property tax amount due in regards to the Zan Harris property purchase has been attached to his current property taxes. We recently received \$1,800 from the Richmond City Irrigation Company in regards to a pump repair from March 2006. Please let me know of items like this that we are expecting so they can be properly accounted for. Preparing for the current audit which will occur in the later part of October. Please take note on the balance sheet of the \$914,500 balance owed to Gibbons/Skabelund on the well purchase. This is the amount due if we are granted all 754 acre feet of water. The next payment is due in July of 2008. A payment was made last month as well. We should start seeing the collection of the higher rate of impact fees to help cover the recent payment on the well. I have provided each of you with a copy of the earnings for City employees for the new budget year. After reviewing this information I need a motion accepting these wages as correct.

Budget Year July 1, 2007 – June 30, 2008

Yearly Earnings

Chris Purser	\$24,314.88	
Justin Lewis	\$11,744.16	
Ben Lundgreen	\$24,744.72	
Robert Bair	\$29,243.76	
Marlowe Adkins	\$26,429.04	
Julienne Parrish(Library)	\$17,720.40	
Judge Beth Skidmore	\$7,638.48	
Mayor Michael Hall	\$2,400.00	
Councilmember Brad Jensen	\$1,200.00	
Councilmember Leslie Erickson	\$600.00	
Councilmember Allen Lundgreen	\$1,200.00	***If re-elected***
Councilmember Keith Ward	\$1,200.00	
Councilmember Terrie Wierenga	\$1,200.00	***If re-elected***
New Councilmember	\$600.00	
Fire Chief Bob Hugo	\$2,400.00	
EMT Leader Nick Sanders	\$2,400.00	

Monthly/Hourly/Per Call

EMT/Fire Department Employees	\$8.08 per call or drill
Dumpster workers	\$8.00 per hour
Jan Gilbert (Crossing Guard)	\$360.50 per month while school in session

Tamara Petersen (Crossing Guard)	\$283.25 per month while school in session
Tamara Petersen (Parks Worker)	\$10.50 per hour, part-time basis
Brenda H Petersen (Library Worker)	\$7.05 per hour, part-time basis
Juliene Parrish (Court Clerk)	\$9.79 per hour
Patricia Forsgren (Library Worker)	\$7.78 per hour, part-time basis
Tina Reese (Library Worker)	\$8.00 per hour, part-time basis
Misc Library Workers	\$5.85 per hour, part-time basis

A motion to accept the July 1, 2007 – June 30, 2008 wages as stated was made by Terrie, seconded by Keith and the vote was unanimous.

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

Ace Industrial Supply	464.80
Always Able	350.00
AT&T	150.00
Atco	309.95
Bear River Health	40.00
Bio-gem Services	112.70
Blue Creek Communications	1,761.00
Blue Stakes	23.36
Brent Webb Excavation	1,020.00
Bureau of Emergency Medical	50.00
Cache County Corp	13,487.41
Cache Service Area	16,520.40
Cache Valley Fire Extinguisher	362.00
Cache Valley Tire	7.00
Cantwell Brothers	159.83
Century Equip	20,440.00
Chevron	59.62
Christensen Construction	570.00
Christy Parrish	250.00
Denny's	79.97
Ecosystems	90.00
Ferguson	1,475.80
Gall's	492.31
Hach	56.60
Hall Oil	1,179.47
Holophane	553.29
IPACO	177.00
Jardine/Haycock Petroleum	145.06
JUB	7,293.39
K&B Service	205.97
KCA Construction	795.00
Kimball Midwest	69.80
Lee's	7.46
Lewiston City	996.85

Lower Foods	25.00
Maverik	876.49
Medtronic	580.21
Moore Medical	43.47
Nextell	180.64
Olson & Hoggan	231.00
Pc's Unlimited	19.95
Peterson Plumbing	1,609.34
Pizza Villa	264.74
Questar	176.48
Qwest	553.16
Randys	221.05
Rockmount	291.83
Rocky Mtn Power	4,995.95
Rural Water	560.00
Sinclair Fleet Services	79.05
Smithfield Auto	2142.53
Staker Parsons	10,167.30
Staples	128.50
Terracon	883.20
The Herald Journal	44.49
The Home Depot	515.39
The UPS Store	91.92
Thread Images	157.74
Tree Brothers	1,000.00
Utah Local Government Trust	16,490.28
Utah Valley State College	5.00
Visa	150.28
Waldenbook	310.36
Wheeler	3,056.00
Wilson Motor	6.80
Xerox	242.56

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

Adjournment at 9:20 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder