

RICHMOND CITY COUNCIL

January 15, 2008

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on January 15, 2008. 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, Jeff Young, Terrie Wierenga, Keith Ward and Allen Lundgreen.

Judge Beth Skidmore swore in newly elected Council members:

Jeffrey Daniel Young
Terrie Louise Wierenga
Allen George Lundgreen

A motion to accept the December 18, 2007 City Council meeting minutes was made by Terrie, seconded by Keith and the vote was unanimous.

DEPUTY REPORT

DEPUTY CARLEY: With information gathered from Deputy Nyberg; in December and so far in January there were 24 citations, 17 warnings, and 28 calls of service. Everyone needs to watch their driving as the roads are slick and accidents can easily happen. Just a reminder that cars need to be kept off the roads so the plows can do their job.

JEFF YOUNG: Are there many complaints on cars in the road?

KEITH: On 600 South, are cars parked too close to the Stop Sign?

DEPUTY: Vehicles cannot be parked within 50 feet of any intersection.

KEITH: I have a concerned citizen that says they cannot see and visibility is very limited going from west to east on that intersection.

DEPUTY: I will check the area and contact the homeowner if there is a problem.

CVTD REPRESENTATIVE AWARD

MAYOR: Richard Heliger has been the cities CVTD Representative for the past seven years. Tonight I am presenting Richard with a plaque recognizing his service to the community. The Council and I appreciate the time and service you have put in. Larry Dunkley will be taking Richard's place.

RICHARD: Thank you, I have been happy to see it grow from the start.

QUARTERLY COURT REPORT

JUDGE SKIDMORE:

Number of Case Filed 84

State Revenue

 Surcharge \$1,556.57

 Court Security \$947.80

 Total \$2,504.37

City Revenue \$6,265.63

Total \$8,770.00

It was a slow quarter compared to the last few. I was supposed to be starting a Legislative audit tomorrow. Jamie Sorensen just called me and let me know that they won't be doing the audit this year but sometime down the road. Please review the letter I have supplied from D. Michael Nielsen, a North Salt Lake City Prosecutor. There are several proposed changes by Justice Ronald E. Nehring. I am not sure if the Council wants to be political but this info should be reviewed. I know that Senator Hillyard will be reviewing the material. You need to read the proposal and become familiar with it as it will affect the city. I will be forced to retire at age 75 due to State of Utah rules. If the proposal is passed the City will not be allowed to hire a sitting judge but the State of Utah will appoint the City's new judge. I believe the report by Mr. Nielsen to be accurate. I know that City Attorney Bruce Jorgensen is not in favor of the proposal.

MAYOR: We are opposed to the proposal as well. The cities that are not conforming need to be found and the problem remedied not a blanket fix by the State.

JUDGE: I have worked with four Mayors during my time and at no time have I felt pressured by any Mayor or Council member to not comply. Judge Nehring can be very intimidating and it will take a strong person to go against him.

MAINTENANCE REPORT

MARLOWE: The majority of the men's time has been spent pushing snow. We are having a problem with citizens pushing snow across the road and not cleaning up. Then the snow freezes and can damage the plows. There has been a few close calls with ATV's and speeding cars trying to outrun the snow plowing truck to an intersection. In their spare time, required maintenance is being performed. They worked on the backhoe today.

JUSTIN: I have a concern by a citizen that was contacted by the Sheriff's office at 12:30 in the morning to tell him to move his trailer or get a ticket. This was not an emergency so why did the Sheriff's office have to contact the citizen at that time? Also, the road is plowed poorly on Sunburst Lane. It is only wide enough for one lane. It seems that this is a problem every year.

MARLOWE: I know about the citizen in question. Ben contacted the Sheriff's office and they went to the home.

JUSTIN: Just give him a ticket. I know when I am contacted at such an hour I consider it an emergency. This was not an emergency!

MARLOWE: Sunburst is not plowed well due to cars being parked in the road as well as one citizen that has put railroad ties all the way out to the road.

JUSTIN: Have any of the homeowner's been cited or warned? If they are ticketed as you have mentioned previously they will move their cars and other items.

MARLOWE: I will inform the Sheriff's office to issue citations if necessary. There are also concerns in Hill Haven as well. There is limited vision in the trucks and they are harder to maneuver than people think. Last week, I totaled the men's hours and one had 56 hours and the other 54.

FIRE DEPARTMENT REPORT

BOB HUGO: There were 15 calls in the last quarter. Seven in October, four in November and four in December. One of the calls was a car fire and the flames were higher than the home. The owner had left the car running for an extended period of time and the windshield wiper motor overheated and caused the fire.

JEFF: I am glad that the neighbors noticed the situation and reported the fire. The owner of the car did not.

BOB: I have been very pleased with response to our recent calls. Kade Sweeten has applied to the program. He has a very good job history and is currently working at Alpine Industries here in town. Eric Durrant is also considering joining the department as well. He is the owner of Alpine Industries.

JEFF: I have known Kade for a long time. He is a great kid and a hard worker. I feel he is very capable of this.

Kade Sweeten was approved by Council to join the Fire Department

EMT REPORT

NICK SANDERS: Slower quarter than normal. Did respond to some accidents and a Driving Under the Influence car wreck. There were some carbon monoxide calls as well. Amber Jones and Stacie Spackman will be taking the EMT class in April. They are just about over the probationary period. The new defibrillator has been ordered. Colten Larsen and Derk Gilbert are now trained to be able to do CPR training. Eric Jorgensen and I have been able to do this in the past.

MAYOR: Let's include information in regards to CPR training in an upcoming newsletter.

NICK: In the past we have done training for local churches as well as other local communities.

JUSTIN: Unfortunately, over the last couple of months the EMT's have had to respond to situations with my grandma and great grandma. Most recently was on Christmas Eve. They are

very courteous and do their job in a precise manner. My family would like to personally thank Nick, Lyle, Colten and Derk as they responded on Christmas Eve. I felt they are very well trained and in some ways better prepared than the ambulance drivers that arrived to take her to the hospital. Thank you!

CORDELL JOHNSON: Do we have a carbon monoxide detector that can be used to check homes?

BOB HUGO: Yes, and we have responded to three concerns recently.

NICK: It would be good to remind all of the citizens of possible carbon monoxide problems.

BUSINESS LICENSE

YELLOWSTONE RIVER TRADING

DAVE DEGASSER: I would like to start a home based business over the internet. I would be selling handmade knives and boxes. I would be selling them for retail on the InterNet on my website. There would be no delivery or pick up from my residence as the product would be shipped from another location. I have no idea what to expect as far as sales. I am in the process of getting a website designed and forming an LLC. I would like to be up and running within 6-8 weeks.

Approved by Council

TRUE CALLING RECOVERY

MAYOR: Wendel, we have requested that you come in this evening as there have been some citizen inquires into your business.

WENDEL PITCHER: I am not renewing my license. I no longer work for that company.

BRAD: Be advised that a nuisance complaint has been filed in regards to the number of cars on your property. I would suggest obtaining a copy of the ordinance from Marlowe for your review. The complaint will be pursued if you do not resolve this situation soon.

ORDINANCE 2008-3

MAYOR: This ordinance is in regards to when there is an issue brought before the City by a developer/contractor that requires an expense to the City. Examples are when the City incurs an expense when reviewing a clearance, reviewing plats, engineering inquiries and reviews as well as any type of test. We will pay the expense and then pass the cost onto the developer/contractor. The City will not subsidize these expenses.

JEFF: I am assuming that we will notify the contractor/builder before these expenses are incurred?

MAYOR: The contractor/developer will go to Planning & Zoning first and then if there are concerns it will proceed from there.

A motion to adopt Ordinance 2008-3, AN ORDINANCE ESTABLISHING PART 210-21 OF TITLE 12-000. CHAPTER 12-200 OF THE *CODE OF REVISED ORDINANCES OF RICHMOND (1975, ADOPTED 1976)* was made by Brad, seconded by Jeff and the vote was unanimous.

BUSINESS LICENSE

VALLEY CLEANING SOLUTIONS, LLC

COREY JOHNSON: We want to start a cleaning business at some business locations.

MAYOR: Any chemicals stored at your residence?

COREY: Nothing at home, all at the business location where we are cleaning.

CAREY JOHNSON: The chemicals we use will be very minor.

COREY: We think all of our business will be industrial, nothing home based at this time.

TERRIE: Where exactly will you store the chemicals?

COREY: In a closet at the business location.

BRAD: Any vehicles?

COREY: Not at this time. Hopefully later if the business grows.

Approved by Council

FINANCIAL REPORT

MAYOR: Justin, please let Gail Alvey know the balance in the Veteran's Memorial Fund Account.

JUSTIN: The total cost of the Richmond City History Book to this point is \$10,571.47 which is the amount paid to the author, publisher, freight and some miscellaneous expenses. So far, \$2,659.50 has been collected in selling the book. This includes the amount of books that were pre-sold. In this current budget year we have spent \$8,571.47 on the book with \$3,000.00 being paid in previous budget years. The Street Department is mainly over budget to this point due to the UDOT invoice in regards to the subsurface drain. We are also over budget approximately \$1,100 on the first part of the street sweeper repair. For the time frame July through December 2007, in regards to the general fund, we have a positive cash flow of approximately \$16,544. In regards to the Water Fund, it currently shows an income for July through December of \$177,201. Please keep in mind that in the month of December we also made several loan payments in the water fund. Principal loan balances were reduced by \$34,000, \$10,000 and \$49,000 respectively and one sewer loan was reduced by \$12,000 in principal. The payments with interest for both funds totaled approximately \$116,000. Also, keep in mind that the sewer and water fund show a great positive balance to this point mainly due to the large amount collected in sewer and water impact fees.

MARLOWE: Please be advised for the future that there won't be many impact fees being paid as building has slowed considerably.

BUSINESS LICENSE

JOSEPH ALLEMAN FINE ART

JOSEPH ALLEMAN: I am an artist that paints at home and sells my work through galleries. There is no foot traffic or chemicals.

Approved by Council

RICHMOND CITY HISTORY BOOK SIGNING

TERRIE: On February 7th, there will be a local book signing by author Marlin Stum. There will be a meal sponsored by the Lion's Club at 7:00 P.M. for a cost of \$6.00 and the signing will occur at 7:45 here at the City Office building. On Friday, February 8th at 6:30 P.M. there will be another signing at The Book Table in Logan.

PUBLIC HEARING IN REGARDS TO SEWER AND WATER MONTHLY FEES

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

MAYOR: The purpose of this hearing is to discuss the proposed sewer rate of \$41.00 per month and also the proposed \$1.00 per year increase for water and sewer fees for the next five years.

SARA RIPPLINGER: We are increasing the sewer rate \$41.00 per month?

MAYOR: No, we are proposing increasing the fee from the current \$25.00 per month to \$41.00 per month. The \$41.00 is not in addition to the \$25.00.

SARA: New home impact fees will not pay for the system?

MAYOR: Impact fees are collected to help with the cost of having a new home on the existing system. The new wastewater system is being installed due to EPA and State of Utah guidelines. Richmond City's wastewater permit is coming up for renewal this fall and in order to meet new guidelines we have to change our system. Logan City and all other communities will be reapplying soon as well for a new discharge permit. We just happen to be one of the first to address the new standards and guidelines.

SARA: So our new monthly rate will be the most expensive around?

TERRIE: Within five years, all local communities will have this same challenge we are going through. We just happen to be one of the first to have to deal with it.

KEITH: This system would be more expensive in five years than it is today as well.

TERRIE: One thing that needs to be understood, is that no matter which new system would have been chosen, each household would still be paying \$41.00 per month. Whether the system cost three million or five million the cost to the citizens each month would have been the same.

BRAD: I also want to point out that this project has been in the works for over three years and involved the previous Council that included Mayor Panter, L.D. Bowcutt and Cordell Johnson. This was not something that was decided quickly. It has been a very long thought out process.

SARA: When will the new fee start?

MAYOR: It will start immediately. In October 2006, the State of Utah approved this monthly fee and encouraged that we start charging it at that time. We have put this off as long as possible but reached a point where it must be implemented. Also, the fee includes a \$1.00 per year increase, starting on July 1, 2009 for five years. The \$1.00 increase is to help with inflation and maintaining the system. This monthly fee is a break even scenario as well as is the water fund. The \$1.00 per year increase occurred over the last five years as well and we are renewing it for another five years.

JEFF: I think it would be good to explain where the \$41.00 was derived from.

MAYOR: This has been discussed at several past public hearings. The State of Utah used a formula to determine this amount. They took the median adjusted gross income for the city of Richmond and put the number in a formula. The number they told us that must be charged on a monthly basis was \$41.00 per month. This fee also had to be charged in order to obtain the interest free loan and grant money from the State of Utah; it was part of their conditions.

SARA: What if there are extra funds?

MAYOR: The payment plan is based over 20 years.

NICK SANDERS: How many years are we going to see a \$1.00 increase?

MAYOR: The sewer rate will increase \$1.00 per year starting on July 1, 2009 through 2013. The water rate will increase \$1.00 per year starting on July 1, 2008 through 2012. This is the same policy as the previous Council had in place but the five years had expired.

MARLOWE: These fees help to maintain the system and allow review of the fee structure on a periodic basis.

ERNEST TRIPP: I was here when the original system was installed in 1972. That system has been paid for and the monthly fee never decreased! This is happening all over again. It will never stop! When will the price per month decrease?

MAYOR: The system has required several updates since 1972 and some of those updates are still not paid for. There are still outstanding bonds from those upgrades. EPA guidelines dictate how we treat the discharge. The rules in 1972 were very different than the rules of today. In 1998, a grinding system was installed in the current pond system. The current pond system is out of date. Mayor Bagley should be commended for putting in the system when he did. The cost to install that system today, would be so high that there is no way the City could afford it. There is a tremendous yearly cost to keep a sewer system functioning properly. Standards have changed and a pond system is no longer a viable system, there is new technology available and it must be used per current guidelines.

ERNEST: So we are not paying for the new system, we are paying just for upkeep?

BRAD: The system that was installed in 1972 was a containment system with no water release. We now have to release and there are strict standards in regards to what can be released. The fine for a Notice of Violation, which Richmond City has been hit with in the past, can be in the thousands of dollars.

ERNEST: It appears the increase is to pay for the loan but won't be decreased when the loan is paid. The citizens just keep paying again and again.

MAYOR: The original pond system was based on a life expectancy of 20 years. We have received an extra 16 years from that system. The City has grown considerably since 1972.

Standards must be met or violations will occur. The monthly fee is used to pay back the loan to the State as well as for upkeep of the system.

ERNEST: So once the loan is paid, the monthly fee will decrease?

MAYOR: The fees are a break even scenario. This is not a profit center. Impact fees must be used for specific items that the State says are allowable. Citizens have paid these fees in past and currently the majority of the water meters in the City need to be replaced but there is not money in the budget to do this at this time. The budget must be met and held in check. The Council and I will be paying the \$41.00 per month fee just like the rest of the citizens. As the government makes more restrictions they will result in a higher cost to all citizens.

MARLOWE: Dissolved BOD, TSS, and PH are just a few levels that must be tested regularly. If we have three consecutive violations this results in a Notice of Violation being issued. The fine from this violation can be as high as \$100,000 per day, per violation. We have tried to keep violations to a minimum. Our permit is up for renewal in September 2008. Phosphorous is the new issue that must be dealt with. We are required to meet certain standards no matter the cost. The DWQ and EPA have set these guidelines and we must comply or be fined. This is the same for all other communities as well. The best system that will last the longest amount of time has been chosen. Costs are being kept to a minimum. The options are to install the new system and have something for our money or not comply and pay tens or hundreds of thousands of dollars in fines with no benefit to us or the system.

JEFF: The 1972 system had a limit and could not be expanded once it reached a certain point. The new system has room for growth and can be easily upgraded.

TERRIE: This new system will require a building and membranes and can attach to the current infrastructure. The membranes are very expensive and have to be replaced periodically. One nice feature is that the discharge can be recaptured and possibly used to irrigate with. It will be allowable to use for irrigation purposes or to dump in the Cub River. I was very hesitant at first to approve this system but I have researched it extensively and it has had vast improvements in the last eight years. Hyrum City installed this system three years ago. It is identical to our new system. It will be great to have local support if we have a problem. This system is also easy to maintain. Hyrum has told us of their problems and how to fix them. The system is very flexible and can accommodate growth. There is also the rumor of Franklin and Lewiston possibly wanting to join on and they could help with the cost of the system.

BRAD: This is a new technology so there is not much competition. As competition increases, prices should decrease on the maintenance items that have to be purchased.

TERRIE: Logan City's new system has been estimated to cost \$340 million.

MAYOR: Logan will be able to dictate the costs to all the cities that are attached to their system as well, such as Smithfield and Millville. We have very good funding and can control our own destiny unlike some of the surrounding communities. This could possibly become a regional center in the future as well and help to reduce costs.

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

ORDINANCE 2008-1

MAYOR: This ordinance is in regards to the \$1.00 per year culinary water increase for the years 2008 through 2012.

BRAD: With our workshop discussion and after reviewing this ordinance it is very adequate and looks good.

A motion to adopt Ordinance 2008-1, AN ORDINANCE ESTABLISHING A MONTHLY BILLING AND RATE SCHEDULE FOR CULINARY WATER FROM THE RICHMOND CITY CULINARY WATER SYSTEM WITH THE ADDITIONAL CHARGES AUTHORIZED BY TITLE 14-000, CHAPTER 14-500 OF THE *CODE OF REVISED ORDINANCES OF RICHMOND (1975, ADOPTED 1976)* was made by Brad, seconded by Terrie and the vote was unanimous.

ORDINANCE 2008-2

MAYOR: This ordinance is in regards to raising the current monthly sewer fee to \$41.00 and a \$1.00 per year increase for 2009 through 2013.

A motion to adopt Ordinance 2008-2, AN ORDINANCE ESTABLISHING A MONTHLY BILLING AND RATE SCHEDULE FOR THE RICHMOND CITY SANITARY SEWER SYSTEM AND TREATMENT AS AUTHORIZED BY TITLE 14-000, CHAPTER 14-500, OF THE *CODE OF REVISED ORDINANCES OF RICHMOND (1975, ADOPTED 1976)* was made by Keith, seconded by Terrie and the vote was unanimous.

HAUNTED MANSION UPDATE

JAMIE FORBUSH: We appreciate the City working with us in allowing us to open up this past year. We have had several good comments but we are still sad about the unfortunate car accident that took the life of one of our employees as they commuted to the mansion. We were able to provide a great amount of food to the local food pantry. There were two incidents, one was a person being intoxicated and the other a minor crowd control issue. The sheriff's office did respond to the one incident. We collected around \$30,000 in income which put us at about a break even scenario. We are hoping to double or triple that amount next year. People from Salt Lake City, Orem, and Wyoming attended. I felt good when people mentioned it was better than some of the shows in Salt Lake. We estimate that about 10,000 people went through the show. We are currently in the process of refinancing the property so we can get some money to make improvements. I know that you live close, Brad, did you have any negative feedback?

BRAD: I was surprised at the lack of complaints. I was quite impressed in that regard. You do need better directions. I had several people stop and ask where to go. I only had two minor noise complaints. As we anticipated, 200 South had a bunch of speeders. We will ask the Sheriff's office to monitor this closer in the future.

JAMIE: One concern that we must address is that there are so many people on the weekends that we must get better at getting them through in a reasonable amount of time. **BRAD:** Are you going to be doing any improvements immediately? I keep noticing frequent traffic down there right now and hope they are your employees and not people up to no good.

JAMIE: We are working on patching the areas of the building that are weak so people cannot enter. The local neighbors are helping to keep watch as well.

BRAD: So there should be traffic down there right now?

JAMIE: Only on weekends, not weekdays.

BRAD: What improvements are you planning on making?

JAMIE: We plan on removing a lot of shrubbery. We don't have the funds to paint or brick the building at this time. The North West corner of the property needs to be cleaned up as well. It is a mess. I will see you in August to get approval for this coming Fall.

TERRIE: If you chose to use signs to advertise directions they will need to be approved by Planning & Zoning.

JAMIE: We are planning on signs as well as a possible lighted pathway.

MAYOR: Thank you for attending this evening and giving us an update.

CITY MANAGER REPORT

MARLOWE: We are going to need to do some tree trimming this year. We can either do it ourselves or contract it to be done. The trucks are being damaged by limbs hanging in the road. Recently the exhaust pipe was ripped off the white plow truck from a low lying limb. We are having a problem with our occupancy checklist. The problem is that the homeowner is in compliance but does not pass due to sidewalk, driveway, or infrastructure issues that are the responsibility of the developer/builder. The developer needs to be help responsible. I think, on a case by case basis, it should be evaluated and allow the homeowner to occupy the dwelling if the issue is contractor/builder related.

MAYOR: I agree, we should not penalize the homeowner for developer issues. We would not sign off on infrastructure until all problems are resolved. The burden in these cases should be shifted from the homeowner to the developer.

BRAD: Aren't the contractors bonded? The list is very easy to see if the homeowner is at fault or the developer.

JEFF: We need to be especially understanding in the winter when some of these problem areas can be covered with snow.

MARLOWE: Another problem is that the sample check off list is not getting to the homeowner.

TERRIE: I think we should be flexible but a case by case basis could show favoritism which we want to avoid. Is it possible to have three checklists?

MARLOWE: Yes.

TERRIE: There should be clear guidelines.

MARLOWE: In the future the building clearance sheet will have to be signed for so that we have proof of who picked it up.

MAYOR: Separate checklists are a good idea.

JEFF: This entire situation needs to be addressed. A case by case basis is bad. We need it clarified that Marlowe is not instigating the action but that it is a clear set of rules that are not being followed.

MARLOWE: The rules are precise. The case by case basis would be on infrastructure only.

MAYOR: The checklist should be split into developer and homeowner. Let's work with the current homeowners that have issues to get them in their homes.

POSSIBLE OUT OF TOWN WASTE WATER CONNECTION TO NEW SYSTEM

MAYOR: I have had a request by some citizens of Lewiston acting on their own to request a possible hook up to the new waste water system in the future.

REGAN WHEELER: I live in Lewiston and have been following the progression of your new system. Lewiston has no room to grow their current system. We would like to propose that a line be run through the Cub River bottom from Casper's Ice Cream to your new treatment facility. Derwin Merrill, Gordon Wood, Lance Gunnell, the Hyer's, and myself would all like to attach to that system if approved. We also think that Lewiston City should join in with Richmond in the future.

PAUL MERRILL: We own on both sides of the river, including the bluff, located north of Casper's. We have a preliminary plan for a P.U.D. with 60-80 dwellings. We want to have garden plots and there is some acreage by the pond that might allow for a golf driving range. There would also be private trails, in door storage, and a club house. This project requires us to be attached to a sewer system due to our location next to the river. Lewiston is almost full and could not handle our input. Casper's is also looking at building a new building and would like to hook up to the system as well. Right now we have an agreement with the Lynn Christensen family for them to use our discharge on their agricultural fields. We would develop our property on the north side of the road first and then the south side at a later time. We need the sewer to happen in order for our development to proceed. I know that Gordon Wood and Lance Gunnell

would like to attach their development as well. Growth is happening and we want to see clustered growth with a country type atmosphere.

DERWIN MERRILL: I think that Richmond's sewer facility could become a regional facility at some point.

MAYOR: I have had some limited discussion with Lewiston City and also believe we will be a regional facility down the road as well.

PAUL: We understand that the developer's will be responsible for the cost of the piping.

REGAN: The Wood/Gunnell development has a great interest in the secondary water from your system. What is a timeline on your new system?

MAYOR: It should be up and running by summer/fall 2009. Ideally we will be breaking ground this spring/summer. We are currently considering several secondary water options.

REGAN: Are you looking for more customers?

MAYOR: I could see down the road a possible regional plant. This new plant will be bigger than the current needs of Richmond City. We want this to be a win win situation for all involved parties.

PAUL: We would want Lewiston to make the deal with Richmond and then we would pay our fees to Lewiston and they would pass onto Richmond City since we will be located in the Lewiston City boundaries.

REGAN: We have made Lewiston City aware that we would be contacting you about this request.

COUNCIL MEMBER REPORTS

KEITH: On 800 South, the road is road base only and we were going to seal it next summer. Some of the road base that was applied is more clay than gravel. This is a problem. We are going to have to put more gravel down immediately. On 200 East, the newly applied slurry seal is coming off, and on 400 and 500 East as well. I will be contacting Morgan Pavement to inform them of the situation and make arrangements to get it repaired.

MARLOWE: Slurry seal is a combination of oil, water and sand. The oil is separating from the other materials and this should not happen.

TERRIE: Our library is now considered a mentor library. This is due to the amount of volume done in our library. Our computers were used approximately 40,000 times in 2007 to access the InterNet and approximately 30,000 books were reserved last year. The State is going to give us two new computers as well. This will allow us to upgrade our staff computers three years earlier than expected. The EMT bylaws will need to be updated as they have not been for seven years.

NICK SANDERS: I have a copy of Smithfield City's bylaws for our review as well.

TERRIE: CERT will be meeting on a regular basis. They will meet on the third Thursday of each month. We have new training as well as refresher training. Currently there are eight members certified to run an emergency shelter if needed. I updated the website over the holidays. I am in the process of trying to learn how to include our ordinances on the website as well.

JEFF: The website is excellent and improving all the time. You do a tremendous job.

MAYOR'S REPORT

MAYOR: I have discussed the Zan Harris property tax issue with Justin. We will be sending a letter to Zan informing him that he has until May or June 1st to make payment arrangements or pay the balance in full. If he does not then we will be forced to turn off his culinary water to his residence until he complies. The new RAPZ tax application will be done in about April. We need to discuss ideas for the application. I will be discussing with Keith a joint application between Richmond and Lewiston in regards to the Cub River Sports Complex. I know one of the items we will be applying for in regards to Richmond is a new pavilion at the park. One of our snowplow trucks recently hit a citizen's mailbox. I have discussed with Mayor Simmons and several others their policy on items like this. Most put an article in their newsletter to remind citizens that the City owns the easement where most of the problems occur. Other cities inform the citizens that the easement is a use at your own risk policy. If you don't want something possibly damaged then it should be removed in the fall. We will make sure this is mentioned in our newsletter next fall as well.

BRAD: The landscaping in the easements around the City is nice but in few cases does it comply with City rules and regulations.

MAYOR: There can be safety issues for our drivers as well. I have received a letter from the Sheriff's department that it is the time of year when we can tour their facilities. In order to take a tour a person must preregister. They do offer refreshments to those that attend a tour. Anyone can attend, not just city employees. I have sent out requests to local business in regards to gathering business information for the newsletter. Recently, Marlowe, Brad, Darek Kimball and myself met at the proposed water tank site and reviewed it. Included in the recent impact fee study was an amount for a culinary water model to be done.

DAREK: I have supplied a letter explaining the scope of the water model as well as the associated fees. It is a task just trying to get an accurate master plan document.

BRAD: Will this discuss growth and expansion?

DAREK: It will show current boundaries as well as possible future boundaries. We know that we need a two million gallon storage tank. It will review all deficiencies and what needs to be done to correct them. This system is fairly new and will be updated from the ground up. There is not a current model to use so we will be starting from scratch.

MAYOR: These fees have been factored into our current impact fees.

JEFF: Timeframe on the new tank?

DAREK: Construction of the tank will take six to nine months. Design will take three to four months and then it would go to bid. The \$40,000 fee is about \$10,000 less than factored into the impact fees. This model will show all piping for the entire system as well as pipe size.

MAYOR: I think we should proceed as discussed.

DAREK: We will need to develop a source protection area as well.

MAYOR: How was having the holiday party in January rather than December?

TERRIE: Good.

BRAD: Great.

JUSTIN: Good to have a break from how busy the month of December can be.

DAREK: At a previous meeting you had requested that I monitor flow on the north side of town. The City of Logan has agreed to lend us a portable sewer meter. It will be installed next week. Several wastewater permits are coming due all around the state. Not just Richmond. I am

working with one town in Idaho that has 585 violations. These violations can range in fines of \$10,000 to \$100,000 per day, per violation. Wellsville is looking into a possible upgrade as well. Richmond has made good decisions and is ahead of the curve.

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

Advanced Heating	226.00
AG	867.48
AT&T	67.28
Bear River Health	110.00
Bluestakes	108.03
BRAG Area Clerks	32.00
Cache Service Area	16,675.03
Cache Valley Tire	14.50
Dennv's	43.98
Ecosvstems	90.00
Ferguson	153.51
Fleet Services	103.10
Gall's	3,338.19
Geneva Rock	176.30
Interwest Supply	6,904.04
Jardine Petroleum	1,071.41
Kimball Midwest	999.13
Lee's	17.33
Lvn Distributing	255.68
Maverik	488.7
Mountain States Waterworks	1,014.66
Nextell	233.92
Northern Utah City Managers	200.00
Olson & Hoggan	406.00
PC's Unlimited	19.95
Petersen Rocky Mtn	525.54
Petersens Rocky Mountain	63.00
Peterson Plumbing Supply	2,564.40
Ouestar	2182.34
Owest	404.18
Randy's	184.68
Rocky Mtn Power	2718.12
Smithfield Auto	532.06
Stables	92.99
Thatcher	2,121.06
The Herald Journal	76.75
Thomson-shore	128.42
UEN	270.07
Utah Division of Finance	32,820.00
Utah Local Governments	7,231.71
Walden Book	200.98
Watkins	433.10
Xerox	294.17

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

Adjournment at 9:50 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder