

RICHMOND CITY COUNCIL

February 19, 2008

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on February 19, 2008. The meeting began at 7:00 P.M. Mayor Michael Hall was in the chair. The opening remarks were made by Allen Lundgreen.

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

A motion to accept the January 15, 2008 City Council meeting minutes was made by Keith, seconded by Terrie and the vote was unanimous.

DEPUTY REPORT

DEPUTY NYBERG: Not much going on right now. The snow and cold weather have seemed to slow down criminal activity. I would like to discuss with someone the coverage that will be needed for the Black & White Days Celebration. When will the celebration be planned so we can plan for what we need?

JEFF YOUNG: Everything should be coordinated sometime in March and discussed at the March Council meeting.

DEPUTY: I will make sure I am here for that meeting. Are there any problems that I should be aware of?

JEFF: I will be in touch with you when I have the schedule.

MAYOR: We appreciate your service to the community.

BEAR RIVER ASSOCIATION OF GOVERNMENTS PROPOSED SCENIC BYWAY

LISA DUSKIN-GOEDE: I work for B.R.A.G. and I am the Bear River Heritage Specialist. B.R.A.G. serves a seven county region that includes areas in Utah and Idaho. We want to promote preservation of our heritage through local citizens, business and peoples occupations. I recently gave a local tour of two historic barns. I also help local communities try to obtain grant money for historic preservation. I can help guide the City with its historic preservation as well. I know that in the past, Richmond has been very proactive for preservation. Are you still a Certified Local Government?

TERRIE: No. We had some issues with some board members and the certification lapsed as the board was disbanded. We were until last year. Maybe down the road we will be again.

LISA: I have brought a map tonight of the proposed local scenic byway. It will help connect current heritage byways, mainly Logan Canyon, which runs from Logan Canyon to Montpelier and then to the Pioneer Byway in Soda Springs. The current proposed route would go through Richmond to Trenton then Newton, on to Cache Junction, then back down the Valley View Highway and tie into Logan Canyon. This is a proposed route but there are other possible

alternate routes that have been marked with different colors, one would include Clarkston, another Benson, and another Smithfield, Hyde Park and North Logan. The process is to form local grass roots committees in each community that the byway would run through. One of the pro's to this is that once the byway is designated it can help to get state and federal grant money.

TERRIE: Isn't new signage a big issue on the byways?

LISA: I believe UDOT rules apply. There will not be any new signs allowed but I need to review to be for sure. I know that all current signs would be grandfathered in but new signs could be a problem for a new business. I believe the signs have to be attached to buildings and not free standing.

TERRIE: I know that UDOT has certain set back limits.

LISA: I keep receiving training on how to effectively make this happen. I just need local committees to move forward. I need input for what people want or don't want. The proposed route could easily change as well.

TERRIE: When are you looking at having a meeting?

LISA: Hopefully sometime in March. I will be meeting with the Lewiston City Council tonight as well to discuss this plan. I have had some complaints from citizens of Amalga because they want to be included. Currently Amalga is not on any of the proposed routes.

MAYOR: You can communicate with us through our website via e-mail. Marlowe or Chris will make sure it gets to the right person.

LISA: I will follow up in about a week to see what you have decided.

TERRIE: On another subject. Richmond recently increased our monthly sewer rate 64%. Is there any help for those citizens on a fixed income?

LISA: I know there is a weatherization program and maybe something else. I am not really sure because that is not my department.

TERRIE: The increase was significant enough that it is very hard on fixed income residences.

LISA: I will find out for you and be in touch with who you can contact.

MAYOR: The Council will gather some names of possible citizens that might want to help on a committee.

TERRIE: We need to make sure that the people on the committee also live on the route as it will affect them personally.

CACHE COUNTY BUILDING INSPECTOR REPORT

PAUL BERTSTON: Your building permits doubled from 2006 to 2007. Single dwellings tripled. Right now the local economy is a little slower due to the weather. Residential seems to be slowing but local commercial work is increasing. I do not anticipate that 2008 will be as busy as 2007 on a local level. There was only one multiple dwelling last year, that was the Ryan Rogers project. As far as the communities that we do inspection work for, Richmond had the second most single dwellings last year. Wellsville had 50, Richmond 37, Hyrum 32, and Millville 21. The majority of Richmond's growth was in the Sadler subdivision. I am working with Marlowe on the sign-off sheets. I do make it a point to stop by occasionally to visit with Marlowe and Chris and make sure there are not any problems. Will the new owner's of Theurer's store be opening the store anytime soon?

MAYOR: We have been told, tentatively in March.

MARLOWE: I am not sure that it is going to happen. They had us shut off all utilities to the building last week.

BRAD: Have you been contacted by Jim McCune or Sheryl Henderson regarding the tanning business that they want to open at approximately 100 South and 220 West?

CHRIS PURSER: They are planning on opening on March 1st. They picked up their business license today.

BRAD: They told the Council they are moving walls and doing electrical work themselves.

PAUL: I will investigate as I have not been contacted about it.

ALLEN: On 576 South 100 East, there is a pretty major addition being done to this house owned by the Johnson's. Have you been contacted? It is the residence formerly occupied by Dean Smith.

MARLOWE: Nothing has ever been issued from 2006 through current at that address.

ALLEN: It is a big addition on the north side of the house and we need to check into it.

PAUL: I will check into it as well.

DAREK KIMBALL: Can contractors/citizens solicit business by reviewing building permits and then contacting the resident?

PAUL: They can review the permits but cannot copy the phone numbers.

FINANCIAL REPORT

JUSTIN: Last month was a good month for collecting revenue. \$29,567.59 came in for 2007 property tax. We collected an additional \$780.00 on the sale of the history book. Sales are going very well and several people attended the recent book signing event. As Judge Skidmore has mentioned at the last meeting; citations are down. That is reflected in the financials as well. Fines are smaller than other years and; therefore, fines paid to the state are down as well. The amount included in "Building – Salaries" is Tamara's wage. In the summer months her wage is part of the Parks Department and then in the winter months it will switch to the Building Department. Steve Ward was reimbursed \$1,116.52 last month towards items purchased for the American Legion Hamburger Stand. This will be reimbursed by Cache County as part of the RAPZ tax money. If you will notice in Public Safety, line item Liquor Inspection, in December of each year, we receive money from the State of Utah and the following month we pass this entire amount through to Cache County Corporation. This is neither a profit nor loss on this item.

As you will notice, the Street Department is still over budget but as stated in previous meetings this is due to the fact that 90% of the road work is done in July and August of each budget year and then the revenues catch up over the remaining budget months. Parks, line item Salaries, is Tamara's wage. I keep expecting the defibrillator to come in at anytime for the EMT Department. Apparently it is on back order as the model we have ordered is very popular item. As you will see for the months July through January we have collected \$79,476.92 more than we have spent; however, this does not mean that we have extra money to spend. All of our extra funds have had to go towards the subsurface drain installed by UDOT on the highway project as well as the extra road work incurred on the two streets that had only road base installed last fall.

MAYOR: In regards to the 2007 RAPZ tax, after recently submitting the Morgan Paving invoice and the Steve Ward reimbursement this will leave \$10,779.48 to be spent on upgrades at

the park. We will be looking for Eagle Scout projects to help with the labor on these upgrades. We were going to make a sidewalk to connect the two pavilions as well as replace the cement cooking pad.

BRAD: I have already been approached on the cement pad for an Eagle Scout project and they will do the project after the snow is gone.

MAYOR: We will also look at doing a concrete apron around the south pavilion if there are enough funds.

BRAD: Is there going to be any signage at the hamburger stand or park bathrooms?

MAYOR: Yes. Al's Trophies and Frames is currently making plaques for each area that will thank those that contributed as well as acknowledging that the project was possible due to RAPZ tax funds.

JEFF: I have noticed that when the bathroom doors are open at the Black & White Days area that there is not any privacy.

MAYOR: We may need to look into installing a partition around each one.

ALLEN: I have a couple that I was going to throw away that will work. They will just need to be painted.

COUNCIL MEMBER REPORTS

BRAD: The Fire and EMT Departments are currently in the process of updating their standard operating procedures. We will also be reviewing any ordinance in regard to either department. We are looking at having a meeting next week with members of each department, Terrie and I to review the plan and update it. We will be using other local cities procedures as a basis for ours. As soon as the snow clears we will be resolving the one outstanding nuisance complaint. I have toured the maintenance shop and looked at the equipment that needs to be repaired; it will be getting repaired soon. We need to stress more to each employee that they are responsible and accountable for every action they take in behalf of the City. I will defer the water and the sewer until the Mayor's report.

JEFF: I will be trying to organize a meeting in regards to Black & White Days soon. I went to a meeting for the Black & White Days Dairy Committee. I will be coordinating what they want to do at the celebration along with what the Council wants. There are several new people involved in all areas. Some of the old committee members have done it for many, many years and were ready for a change. We will also be putting some info in the newsletter in regards to the celebration.

TERRIE: We are planning on doing some fundraisers during Black & White Days for the CERT program.

JEFF: I will inform everyone when our first meeting will be. We need as many citizens involved as possible. Nothing happening in the Parks Department with snow on the ground and I am just starting to gather information in regards to Civic Arts.

TERRIE: There were approximately 30 people at the recent history book signing.

MAYOR: We also need to communicate with the Daughters of the Utah Pioneers in regards to Black & White Days.

ALLEN: Developer Jack Nixon approached Planning and Zoning in January in regards to some property he wants to develop between the Maintenance Shop and the Boyd Lewis residence. A portion of the property is located in Richmond and the rest is in Cache County. I let Jack know that until our culinary water system problems were resolved that we could not approve anything. He just wanted to let us know that he plans on moving forward with the development in that area and that the property owner to the north of his property will look at developing after he sees what Jack gets approved for. I think each of us needs to evaluate what type of growth we want in that area. He is thinking of seven to eight, one acre ranchettes.

MARLOWE: The two bronze plaques for the RAPZ Tax projects have been picked up and will be mounted when the weather improves. On New Year's Eve the furnace that heats the bathrooms broke down for over a week, and over this past weekend the furnace that heats this room broke and it was just barely repaired. I think that we need to have some preventative maintenance done on both units to prevent this from happening in the future. Advanced Heating has the maintenance contract with the City and with the permission of the Council I would like them to look the furnaces over. They are now seven years old.

JEFF: Are they worn out?

MARLOWE: Just normal wear and tear. A motor in each unit went out and they are different purpose motors.

JUSTIN: I would suggest getting an estimate, which in most cases are always free, and see what they recommend and then a decision can be made. It might be \$100 or could be thousands. We need to know from a budget stand point.

MAYOR'S REPORT

MAYOR: The bid request advertisement for the new wastewater system was in *The Herald Journal* on Sunday. We were given five sets of plans; three have already been taken by local contractors. I would like to see local contractors at least be subcontractors for the general contractor to try and keep some of the work local. We need to mention to subcontractors when the time comes to visit with the general about doing some of the work. Next month, Brad and Angela will be here for the bid openings and the Council meeting. On March 6th, we will get the conditional use permit from Cache County for the system as it lies outside of City boundaries on county property. I was recently informed that the Army Corps of Engineers is going to help with more funding on the system. Without their assistance we for sure would have had to go back to the state to ask for more money as costs have risen significantly since this project started. Two employees of the Corps will be touring five northern Utah projects this week and ours will be one of them. Marlowe will give them a small tour to see the location and answer any questions.

MARLOWE: To clarify, Richmond City pays the entire amount of the outstanding invoice and then the Corps will then reimburse the City.

MAYOR: Last year we received a Silver award in regards to B.R.A.G.'s Healthy Community Initiative. It did not require much effort or expense on behalf of the City to achieve that award. We each need to review the information required to earn Gold status. If it is very expensive it will not be in the current budget. The Better Life decals that the Utah League of Cities and Towns are using, do we want to include them in the cities signage? The logo and the words

“Making Life Better” appear and we would then incorporate Richmond City into that logo if we choose to. It would be used on City vehicle decals, hats, shirts, etc.

TERRIE: Marlowe, did you ever check on a bulk pricing discount?

MARLOWE: There was no local support so there will not be any bulk pricing.

BRAD: The logo can be modified as long as we use certain criteria. I would like to see it on local improvement projects and a banner advertising Black & White Days as well as the City party.

MAYOR: Brad, please get some banner bids for us to review at the March Council meeting.

BRAD: Does the Youth Council get shirts?

CHRIS: Yes.

MAYOR: We would add the logo on their shirts as well so we are all uniform in appearance. I would like something done before the Utah League of Cities and Towns Meetings this Fall.

JUSTIN: It would be good to have bids on the furnaces to review at the next meeting as well.

MAYOR: The 2008 RAPZ tax application is due in April. Richmond will be doing a joint application with Lewiston City in regards to the Cub River Sports Complex. I will also be doing an application for the City for a possible new pavilion at the park. On March 4th, there is some free training in Hyrum that is sponsored by The Cache County City Managers Association. Anyone can attend that wants too.

MARLOWE: We need to RSVP.

JEFF: Yes.

TERRIE: Yes.

BRAD: Yes.

MAYOR: The letter to Zan Harris in regards to the amount he owes the City on past due property tax has been mailed.

BRAD: Are there any benefits to a historic byway?

TERRIE: It helps obtain grant money and will list it on the national registry. The downside is the signage issues for new business. Signage is very limited.

MAYOR: Tonight, we need to select the siding color and roof color for the new wastewater system building.

TERRIE: I would like Ivory siding and a Kelly Green roof.

MARLOWE: Please keep in mind the darker the roof the more heat it will trap.

TERRIE: There will be ceiling fans installed to help with the summer heat.

KEITH: Sage Green roof and Ivory siding.

BRAD: Ivory siding and either choice of green for the roof.

MAYOR: It is unanimous on Ivory siding, what about the roof?

MARLOWE: White!

TERRIE: I want to see a contrast.

MAYOR: The Oakley plant is Ivory and Kelly Green. I think it has a country looking type appearance. It is now unanimous to have a Kelly Green roof.

Approved by Council that the new wastewater system building have Ivory siding and a Kelly Green roof.

ALLEN: How are the contractor's selected?

MAYOR: I have asked Brad from AQUA to please contact the contractors that did the Hyrum and Oakley plant and ask them to bid this project as well.

MARLOWE: The bids will be opened at 2:00 P.M. on March 18th and Council is that evening at 7:00 P.M.

ALLEN: How do we know if the contractor's can perform the job required?

MARLOWE: Brad from AQUA will be reviewing every selection as well as their merits pertaining to this job.

JUSTIN: What is the timeline to start the building? I think there should be penalty clauses in the contract so they cannot draw this out for years and have no consequences for their actions.

MAYOR: Hyrum City did not use one local contractor.

JEFF: I would like to see as many local contractors as possible work on this project.

BRAD: The plan of this system is very detailed and we got what we paid for. It shows every item in the entire project.

MAYOR: We can always table the selection at the March meeting to gather more info if we need it.

TERRIE: Maybe each contractor should give a five to ten minute presentation about why they are capable of performing this work.

BRAD: I think that the City Master Plan needs to be reviewed very soon.

TERRIE: The last time it was revised was in 1997.

BRAD: Should we proceed with getting it updated?

MAYOR: This will be very expensive and the sewer and water projects need to be completed before any thoughts of updating the plan can be completed. We need more information on the water system to know how much we have to use and our current intake.

DAREK KIMBALL: There are some possible legislative issues on this right now. Water rights are a big subject at the current legislative session.

TERRIE: We should consider for the next budget year.

JEFF: We need water system projections, sewer projections and growth projections before we can move forward.

DAREK: I would consider having the new plan updated and in place as the new sewer system comes on-line.

BRAD: We are getting some zoning requests and need to make informed decisions. This document is very much a public input document. Last time several people attended these meetings. I was one of them.

MAYOR: I have informed Darek that the new water model project will have to be put off until the new budget year.

TERRIE: Have you been able to do any sewer flow monitoring?

DAREK: No, the test areas are covered with snow. I would suggest that we monitor before the spring runoff and then again during the spring runoff to see the differences.

MAYOR: Marlowe, please let Ben and Rob know how thankful the Council and citizens are for the expedient manner that the snow is removed. There have been a few concerns over the winter and each time it has been resolved quickly and the snow plowed. On the recent road issue on 800 South, the road was graveled today and we have to wait for spring to lay asphalt. Every citizen on that road was informed via letter last fall of the plan for that road.

MARLOWE: I am putting together the RFP for the PTA sidewalk that will run from the Marvin Traveller residence to Maverik.

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

Ace Industrial Supply	175.75
Allied Insurance	101.00
Al's Trophies	400.00
AT&T	71.46
Bear River Health	40.00
Borders	11.96
Bridgerland Technology	443.91
Cache Service Area	16432.35
Chemtech Ford	465.00
Demco	168.28
Ecosvstems	90.00
Ferguson	2263.24
Fleet Services	85.45
Gall's	3978.81
Hall Oil	856.76
Highsmith	40.80
IPACCO	6.78
Jardine Petroleum	1250.70
JUB	2843.29
Kimball Midwest	947.93
Lee's	15.98
Lora Smith	99.70
Marc	173.64
Marlvne Natali	55.35
Maverik	601.74
Moore Medical	258.93
Morgan Pavement	784.00
Nextel	231.75
North Cache Vet	80.02
Northstar's	203.45
Olson & Hoggan	2086.00
PC's Unlimited	19.95
Pizza Villa	10.45
Public Employees Health	814.64
Ouestar	2775.04
Owest	398.85
Randy's	10.00
Rocky Mountain Power	2967.3
Sensus	1200.00
Smithfield Auto	618.78
Smithfield Blue Sox	35.00
Smithfield Imp	135.81
Staples	230.3

Thatcher	1187.80
The Home Depot	162.08
Tina Reese	169.17
UEN	274.62
Utah Local Government Trust	5.00
Visa	937.62
Waldenbook	195.37
Watkins Printing	17.70
Xerox	242.56

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

Adjournment at 8:40 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder