

## **RICHMOND CITY COUNCIL**

**November 18, 2008**

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on November 18, 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, Keith Ward, Jeff Young, Terrie Wierenga and Allen Lundgreen.

\*\*\*A motion to accept the October 21, 2008 City Council meeting minutes was made by Jeff, seconded by Terrie and the vote was unanimous.\*\*\*

### **DEPUTY REPORT**

**DEPUTY CARLEY:** I have spread the word to the other deputies regarding watching for skateboarders on Main Street. In the past month, 25 citations were issued as well as 18 warnings. Please report any suspicious activity and make sure to keep everything locked. We will be issuing winter parking warnings and then citations at a later time.

**JEFF:** Have you received a copy of the ATV ordinance that was recently passed?

**DEPUTY CARLEY:** Marlowe can provide me a copy and I will review and pass along to the other deputies as well. I have the article you asked for ready for the newsletter.

### **CACHE MOSQUITO ABATEMENT DISTRICT REPRESENTATIVE**

**MAYOR:** Leslie Erickson's term on the Cache Mosquito Abatement District expires at the end of the year. Any thoughts on who could replace her?

**TERRIE:** Did anyone officially apply?

**MARLOWE:** No.

**JUSTIN:** I have discussed this with Shane Lewis and he has an interest but I did not have any specifics to pass along and was hoping that Terrie or someone would contact him.

**JEFF:** I think Shane would be very good and dependable for that position.

**TERRIE:** We need someone that we can count on to attend. The meetings are on the fourth Thursday of each month for January through October and the second Tuesday of November and December due to the holiday season. The meetings are at the Bear River Government Building. There is also a \$20.00 per attended meeting stipend.

**JUSTIN:** I would suggest that Terrie contact Shane with this information and what is involved.

**TERRIE:** I will e-mail the details to everyone as well as contact Shane.

**MAYOR:** We would need to officially appoint at the December council meeting.

**TERRIE:** The new appointment would need to be by resolution.

### **FINANCIAL REPORT**

**JUSTIN:** The results of the audit will be presented at the December council meeting. So far in the current budget year, \$948.00 has been collected in History Book sales. In October, it was the highest dollar amount; as well as number of returned checks for non-sufficient funds. The total dollar amount was \$751.95 and for the current budget year \$1,500.85. Check Net is used for our collection service when a check is returned. It automatically is turned over for collection if returned for any reason. In Parks, the Entertainment Pavilion is the new gazebo that Brad has been overseeing at the park which is being paid for with RAPZ tax funds. I was surprised to see the lights on at the Cub River Sports Complex last night so I went and checked it out. There was a soccer team playing at around 8:00 P.M. The average cost per month for electricity at the Sports Complex is about \$550. There were two water and sewer impact fees collected in October. On the balance sheet, please note "Sewer – Improvements". This account is the new MBR plant. Through October, \$1,046,244 has been spent in the construction and development of the new plant. This will increase each month as draws are made and construction continues.

**MAYOR:** Marlowe, please provide an update on the MBR Plant.

**MARLOWE:** I spoke with Dale Nelson, on-site construction manager, and they are currently one week behind schedule due to the leak in the east wall. The footings have been poured for the west building, the north, then south and then finally the east will be completed in that order. The head works is done. All of the steel for the building including the insulation is on-site. After the footings cure, then the building can be erected. I would expect that to start in four weeks or so. I think they are doing very well and it is progressing smoothly.

## **COUNCIL MEMBER REPORTS**

**KEITH:** I don't have anything new to report on streets.

**MAYOR:** There are new tables in the Black & White Days building to replace those that were stolen.

**JEFF:** I think we need to put something in the newsletter about the tables, it really bothers me. There was no reason we needed to buy more. I have talked to the Black & White Days Committee about this issue as well.

**MAYOR:** The tables have been well marked that they are City property. The Community Building and Black & White Days building will be used extensively between now and Christmas for parties.

**MARLOWE:** All of the salt and sand has been received and mixed and placed in the shed.

**KEITH:** The crack sealer that we have, could we sell it?

**MARLOWE:** I don't know.

**KEITH:** There are two pallets.

**BRAD:** It is a large amount.

**KEITH:** Marlowe, please contact Smithfield and Wellsville and see if they have an interest. Morgan Paving does not want to use our product as they want to use their own since they stand behind their work and don't want to possibly have issues with our product.

**TERRIE:** I have provided each of you with a three page summary of the library. A summary of goals and objectives as well as statistics is prepared each year and reviewed. Our library passed

and exceeds in almost all areas. Please pay special note to the third page which is statistics. Volunteer hours for 2008 were 323 compared to 246 the year before. Total attendance at programs was 2,409 for 2008 compared to 2,006 the previous year. There were 66 programs in 2008 compared to 64 in the previous year. The internet was accessed 3,170 times in 2008 compared to 2,710 in previous year. I would like to give a special thanks to all the volunteers that make the programs a success at the library. Without them a lot of the programs could not be run. The formal results have been released on the costs associated with the proposed county wide library system. As expected, the initial figures presented by Jay Monson were low. The actual cost will be around 3.2 million per year plus an additional 1 million in start up costs. The report is about 110 pages long and can be seen on the Cache County website. Section 3 has all of the financial tables. Some EMT's just completed training at BATC. There will be a CERT meeting on this Thursday at 7:00 P.M. here at the city office. We recently received approximately \$600 worth of supplies from Cache County CERT to help with the Richmond CERT program.

**MAYOR:** Has Nick Sanders been replaced as EMT Chief?

**BRAD:** No.

**JAMI ELZINGA:** Are you in support of the county wide library system?

**TERRIE:** I am in support of the concept but against the current proposal.

**MAYOR:** Our library currently does everything the countywide system would provide but the countywide system is at a much greater expense.

**ALLEN:** The time to receive a book at our library is great, only took two days when I recently made a request.

**BRAD:** An update on the entertainment pavilion. I would like to thank Bair Auto Repair for donating the labor to make some structural brackets. The framework and some trusses have been installed. I plan on working on it again this Saturday and hope to have the remaining trusses installed. Then we need to get it inspected. Then we will need some electrical and landscaping work to be completed.

**JEFF:** I know there are issues with all of the leaves on the park. I am trying to get this resolved.

**MAYOR:** Do we need to hire this out?

**JEFF:** I need to review the budget and then get some costs to determine if it is more cost effective to do on our own or subcontract. I will have some costs to present at the next council meeting. We also need to resolve mowing the weeds on the side of the roads, sprinkler issues, etc. I have learned a lot this year and know that next year will be better. I would like and appreciate any input from the Council.

### **MAYOR'S REPORT**

**MAYOR:** We need to find a replacement for Judge Skidmore as the State of Utah will force her to retire next spring on her birthday. I have had a few people mention Matt Funk as a possibility.

He lives just outside of the City limits but that is not an issue for this position. Matt is a CPA at Cook Martin Poulson and a life long citizen of Richmond.

**TERRIE:** It sounds like he would have all the state mandates such as a college degree.

**JUSTIN:** I think Matt would be a great choice. He is very smart and dependable and would be fair.

**MAYOR:** I will discuss this with Matt and see if he has an interest. We need the new Judge by February. I would like to get the new Judge on board so they could get the required training.

**MARLOWE:** At a recent City Manager Meeting, an individual that is a Judge for two other local cities, Smithfield and Wellsville, expressed interest in the position as well.

**JEFF:** I would prefer someone local, that is my personal preference.

**MAYOR:** I will discuss with Matt and if he has no interest then we can look at others. Please include on next agenda. J-U-B Engineering has come up with a punch list of items that need to be completed before the roads in Richmond Meadows Estates and Cherry Creek Heights Third Phase can be turned over to the City. Brent Webb and Kirt Sadler have been contacted about what needs to be done. The main thing is for them to complete the repairs so the road can be turned over to the city in time for snow removal; otherwise, they will be responsible for snow removal. Darek Kimball will oversee these punch lists as well as all others in the future.

**MARLOWE:** Richmond Meadows has too much that needs to be done, they won't have it ready this year. There are no homes in Phase 3 of Cherry Creek Heights so it won't be plowed.

**MAYOR:** Both contractors have been and are being great to work with.

**MARLOWE:** In Richmond Meadows Estates the issue is that the valves in the road are too high. They have to be lowered and then a concrete ring poured around them. This is a time consuming project.

**BRAD:** Has the landscaping railroad tie issue on Sunburst Lane been addressed?

**MARLOWE:** No, I have been too busy with preparing the draws for AQUA and Nelson Brothers.

**JEFF:** Have the signs been ordered yet?

**MARLOWE:** No. I have other priorities and am just working my way down the list.

**MAYOR:** There is supposed to be a water line easement for a water line that runs to the milk factory and the homes on that property. The easement is for the area running across Marvin Traveller's property. Marvin is getting all the documents prepared and then we will work with the title company to get the easement recorded. Marvin, just wants to get this taken care of before anything happens to him as he is about the only person that knows about this. Gary Gibbons stopped by and spoke with me regarding getting the principal paid by year end on the water well loan. Just a reminder that he worked with us and allowed us to defer making the principal payment in July, we only paid interest at that time. I have spoke with Justin and he will explain what will happen to meet our obligation to Gary. There are some economic reasons that Gary has made this request. There is a great possibility that capital gains tax will increase drastically next year so they want the payment in this year if at all possible.

**JUSTIN:** In order to meet this payment, the water fund does not have the funds currently available. So, the Capitol Projects fund will loan the water fund, at a reasonable interest rate, the amount to make the payment. This will be around \$270,000. We will pay Gary, the principal due plus accrued interest from July until when the payment is made. It will require a motion at the December council meeting to acknowledge this loan and get Gary paid by the end of the year. Logan City makes transfers like this all the time; it is just not very common in our small community. This transaction will occur due to the money savings by this Council and the previous Councils in order to build this fund for times like this when it is needed.

**MAYOR:** We will make an interest only payment in July 2009 to pay the interest due for January through June. The goal is to include the well purchase in the bonding for the new water

tank. Darek is currently reviewing some land and tank options. The biggest issue right now is the bonding. My hope was that we would be going through the bonding process right now but due to the current economy it could be a year away. After going through the interview process with the remaining four candidates, I would like to make an offer to our first choice this week. He has current waste water certification right now. We would have to hire a subcontractor to run the facility for up to a year if the new employee was not certified. The cost of that could be up to \$50,000. The City employee Christmas party will be on January 24<sup>th</sup> at 6:00 P.M. at Coppermill. I have provided each of you with a letter from Dan Miller in regards to cleaning of snow off of sidewalks in the winter. A portion of the ordinance including section 11-361 (A) states that “In case of a storm between the hours of 5 P.M. and 6 A.M. such sidewalks shall be cleaned before 9 A.M. of the same day”. This ordinance was copied from information provided by the Utah League of Cities and Towns. Currently, there is no enforcement clause and the ordinance is vague and not specifically for this city. I would like to include an article in the newsletter to remind and encourage citizens to clear the sidewalks. If needed, we can review and change the existing ordinance in the future.

**MARLOWE:** This ordinance was adopted in 1975.

**MAYOR:** There was a city down by Salt Lake that had an ordinance and tried to enforce. The lawsuit was thrown out because the ordinance stated “reasonable” time, and what is reasonable to one person might not be reasonable to another. This is actually the first complaint I have ever had on this subject.

**DAN MILLER:** Maybe 2007 was the exception due to the amount of snow. My issue is with the sidewalks that were not cleared once during the winter.

**MAYOR:** We need to educate and inform.

**TERRIE:** I am going to start to revamp the City website and would like to include all the ordinances. Marlowe, can you send them to me?

**MARLOWE:** I only have ordinances and resolutions generated since I was hired on the computer. The rest will have to be scanned.

**MAYOR:** The next Council meeting will be on December 16<sup>th</sup>.

**BRADY CHRISTENSEN:** Our scout troop can help cleaning up the leaves at the park.

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

A.A. Hudson	992.40
Adrienne Larson	45.00
Allen Rock	79.00
Al's Sporting	708.38
AT&T	73.16
Atco	1667.40
Bear River Health	40.00
Brad Jensen	79.17
Brent Webb	900.00
Brvan Galloway	325.00
Bureau of Emergency Medical	65.00
Cache County Treasurer	552.57

Cache Service Area	16622.12
Cache Valley Tire	25.00
Cantwell	25.95
Denny's	80.88
Ecosystems	180.00
Fleet Services	653.21
Hach	94.16
Helen Palmer	13.98
Intermountain Hydraulics	556.65
Jardine/Havcock Petroleum	1405.16
Jessica Tonnies	50.00
L.N. Curtis	11840.00
Ladies Home Journal	5.00
Lee's	19.96
Maverik	450.41
Max Mason Sales	85.00
Mountain States	3122.22
Nextell	284.66
North American Salt	1647.36
Olson & Hoggan	672.00
PavAs	3808.20
PC's Unlimited	19.95
Public Employees Health	53.64
Ouestar	70.03
Owest	474.28
Randy's	74.95
Rocky Mountain Power	3287.15
Smithfield Auto	356.98
Smithfield imp	22.02
Staples	78.64
Stock Building Supply	488.80
The Herald Journal	56.28
The Home Depot	79.74
Transport Diesel	1289.17
UEN	389.12
Utah Local Government Trust	329.24
UVU	80.00
Waldenbook	75.22
Watkins Printing	247.95
Xerox	244.45

\*\*\*A motion to adjourn was made by Allen, seconded by Keith, and the vote was unanimous.\*\*\*

Adjournment at 8:05 P.M.

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Michael E. Hall, Mayor

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Justin B. Lewis, Recorder