

**RICHMOND CITY COUNCIL****JANUARY 20, 2009**

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, UT on January 20, 2009. 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 and Allen Lundgreen. Keith Ward was excused.

\*\*\*A motion to accept the December 16, 2008 City Council meeting minutes was made by Jeff, seconded by Terrie and the vote was unanimous.\*\*\*

**DEPUTY REPORT**

*Deputy Carley was out of town and no report was presented.*

**FIRE DEPARTMENT & EMT QUARTERLY REPORT**

**BOB HUGO:** 1-800-BOARDUP is a new safety program that is being offered locally when a home catches fire and is ruined or gutted. A local business, ARS, has been contracted for this program and they come in behind the fire crews and board up the residence and make it so that is not accessible. Once they are on the scene we are allowed to leave; normally we have to stick around due to access issues and help prevent theft. This program does not replace the Red Cross, they will be working directly with them. The EMT Department responded to six calls in the last quarter. It was slow in the City and countywide as well. The calls were medical related and there was also a 10-50 call (traffic accident - this also involved a fatality) by Whiskey Lane (9400 North). The Fire Department responded to three calls; they were all accident clean ups. All of the local fire engines have been replaced on the 20 year replacement program. Now the program will focus on equipment replacement such as a new tender or brush truck. This would be great as we could possibly get new equipment without a cost to the City. We have no additional budget needs at this time other than just what we have already been appropriated.

**MAYOR:** How is Coltin doing as EMT Chief?

**BOB:** He is settling in very well. He is not here to give the EMT report tonight because he is teaching a CPR class.

**MAYOR:** Please convey the appreciation to both departments from the Council. We appreciate your service to the community.

## **PUBLIC SAFETY QUARTERLY REPORT**

### **JUDGE SKIDMORE:**

Number of Cases Filed        108

#### State Revenue

    Surcharge        \$3,314.02

    Court Security \$1,592.80

        Total        \$4,906.82

City Revenue                \$9,293.18

Total                        \$14,200.00

**JUDGE:** The number of cases was down considerably from the previous quarter. I think part of this is there is less patrolling going on due to the weather and the local officers having to help in that regard. I have some trials here tomorrow. I would like to fill out the paperwork and apply for Senior Judge status which would allow me to help, after I retire, if our current Judge is sick or needs to withdraw from a case. I could also help out in other municipalities if asked. I may need a letter from the Council stating that they agree with me being a Senior Judge.

**MAYOR:** That would be great, please fill out the paperwork. It would be great to have someone to fall back on when or if needed. Thanks for all you and Juliene do for the City.

### **TREASURER REPORT**

**CHRIS:** I have a report for each of you regarding the revenue and cost of the roll on/roll off bins for last year. We generated \$1,012.25 of income and total expenses, which consist of wages and Cache County Service Area fee totaled \$10,406.55. So we have a deficit of \$9,394.30.

**MAYOR:** These bins are good to have and beneficial to the City so that littering does not occur.

**JUSTIN:** I think that the citizens should also be aware that these are not free and that is another reason it is very important to monitor who is putting items in the bins. They are for Richmond citizens.

### **BUSINESS LICENSE**

#### **BREATH OF LIFE BODYWORK**

**SARA GILBERT:** I would like to relocate my business from Logan to Richmond. I would like a license so that I can legally have the business. It would consist of massage therapy and personal training. There would be no more than one car per day at my

residence and a total of three to four per week. All of the training occurs at another location that has equipment to use. I also teach yoga and strength training. Would it be possible to rent the community building?

**MAYOR:** You would need to charge your clients and then you would be responsible to pay the City the rental fee.

**MARLOWE:** This is not allowed if income is going to be generated.

**JEFF:** I don't agree with that and never have.

**MARLOWE:** In order to keep our tax exempt status we cannot compete with private business according to a State of Utah Supreme Court ruling.

**TERRIE:** Do you have a massage license or certification?

**SARA:** Yes, I am State of Utah as well as nationally licensed for 11 years.

**TERRIE:** You can provide us a copy of the certification?

**SARA:** Yes.

\*\*\*Approved by Council\*\*\*

## **SWEET PEA**

**JAMIE DAWSON:** I have been making jewelry and hair accessories at my home and selling them to Sugar & Spice in Hyde Park. I would like a license so I can purchase items on the internet at wholesale prices and then continue to sell to Sugar & Spice. Being a business I can get better pricing. There would not be anyone coming to my house, I would deliver to my customer.

\*\*\*Approved by Council\*\*\*

## **MY FAVORITE GUN STORE**

**PAUL WHITE:** I have supplied you a copy of my business plan to buy and sell guns and ammunition as well as teach Concealed Weapons Permit classes.

**JUSTIN:** What are your hours?

**PAUL:** By appointment to start.

**MAYOR:** What kind of inventory?

**PAUL:** That is an unknown until I see how the business goes. At the start it would be very small but the hope would be that it would grow and be large. I am getting the training to teach the class now. There is not a legal requirement to shoot for the permit so all of the class will be training in a classroom.

**JEFF:** When do you want to start?

**PAUL:** As soon as I can and when I get the proper licensing. Approximately 15% of those that apply for their FFL (Federal Firearms License) are denied. The ATF is doing an extreme background check right now. I want the business license and other licenses so I can legally sell firearms. There are certain storage requirements by the ATF and I would be required to meet all of those requirements.

**TERRIE:** You can provide a copy of the permit when received?

**PAUL:** Yes. I just want to help to teach and inform the public about one of my passions

which is firearms. It is a hobby of mine that I would like to see grow. I want to see if we can generate some business in town and make this grow.

\*\*\*Approved by Council\*\*\*

## **FINANCIAL REPORT**

**JUSTIN:** Property tax collected in December was \$38,708.89. Class C Road Funds received were \$11,510.77. The State of Utah has informed us that they have miscalculated the amount of Class C Road Funds due to the City and we won't get as much as we previously thought. This happened during L.D. Bowcutt's last year on the Council as well as twice now with Keith in that position. History Book sales are still strong and for the first half of the budget year we collected \$1,408.00. The Fire Department received a \$100.00 donation that will be allocated to their budget at a later time. Now that we are into winter, I have shifted Tamara's wage from the Parks Department into the Building Department budget. Now that the payments have been made on all the current expenses for the entertainment pavilion we can seek reimbursement from the County as this was RAPZ tax funds. If you notice in the budget "Transfers Out – Capitol Projects" in the amount of \$7,500.00, this is Richmond's portion of Cub River Sports Complex. As per recommendation of the audit we are now allocating the interest earned in the Water and the Sewer Enterprise Funds to the restricted and unrestricted portions of the respective accounts. You will also notice on the balance sheet on the asset side is the \$200,000 loan from the Capitol Projects Fund to the Water Fund and then on the liability side you will see the \$200,000 as well as the Water Fund owes it to the Capitol Projects Fund.

**MAYOR:** Justin did some checking on the workers compensation rate we would be required to pay for Scott Ball and his position. It was originally \$8.00 plus per hundred and after discussing what his job really consists of it will now be in the \$2.00 range per hundred. Much better than they had originally calculated and much more reasonable.

## **BUSINESS LICENSE**

### **BAIR'S CUB CORNER**

**JENNY BAIR:** Periodically I have been watching some of the neighbor kids and thought I would make it into a legal business. The kids need consistent care. There would not be anymore than six kids at a time at my residence and one of the kids is mine. I am currently in the process of getting my State of Utah certification.

**MAYOR:** We will need a copy of your State license once you receive it.

\*\*\*Approved by Council\*\*\*

## COUNCIL MEMBER REPORTS

**TERRIE:** The Library just passed the review of their regulations by the State of Utah with flying colors. Our Library has achieved mentor status again this year. This is great for a small community, not even some large communities achieve this. The personnel section of the Library Rules needs to be updated and the Council will need to approve. Waldenbooks, in the mall, has recently closed and that is where the library purchased the majority of their books. The Library would like to get a credit card so that they can purchase books on-line in the future. Some of the current employees having been purchasing the books with their own personal credit card and then seeking reimbursement.

**JUSTIN:** Why not just use the Visa we already have? I don't like the idea of them having to make purchases on their own card and think we should avoid this in the future.

**TERRIE:** That is a possibility. They would like to purchase from Amazon.com and a few other secure on-line sites.

**MARLOWE:** I think they should have a separate card with a low limit. If the Library is purchasing books on the credit card that may create a conflict with us being able to use the card to make purchases for other departments as the credit line will be used up. What is the average purchase price?

**TERRIE:** Prices vary from \$20 to \$700 depending on what is purchased. I like the idea of a separate card with a \$1,000 limit. I feel very confident in Juliene, Tina and Patricia not abusing this privilege. It would be very convenient for everyone involved.

**MAYOR:** Let's get a separate credit card for the Library.

**TERRIE:** The Library would like to switch the communications hookup for the phone, fax and Internet. The cost would decrease from \$162 per month to \$61 per month. Juliene would like our permission to give an electronic signature to make this change. The new service would be with Comcast if the switch is made.

**MAYOR:** Tell Juliene to get it taken care of.

**JEFF:** This is the best internet service available.

**TERRIE:** Ben, Bob, Coltin, Brad and myself finished reviewing and updating the Fire Department and EMT bylaws. I would like to get a copy to the Council for review. I would also like to present to the entire FIRE/EMT Departments for review as well. Then we could put to a vote before the Council in March. I would like to have the standard operating procedures for those departments updated by August, if possible, as well. CERT is still meeting on the third Thursday of each month. The Community Emergency Response Plan needs to be developed. I would like to start this over the summer months. The plan has been started and stopped several times in the past.

**BRAD:** Will this plan be coordinated with other local groups?

**TERRIE:** Yes. Currently, there are five different written plans that do not all agree on where to meet or who is in charge. The emergency kit is located here in the City office in a closet. The plan should be coordinated with the LDS church and each local group block citizen plan. I have met with a few people regarding the farmers market. There is a proposal to relocate to the Rock Hill Creamery. Pete and Jennifer Schropp approached me about this and it could be located in their hay barn at the location which has a roof and would be on a cement slab. The market would still consist of locally grown produce

or hand made objects. The creamery is already open on Saturdays and we would look at having the market sometime in June through August. I think it would allow for more foot traffic.

**JEFF:** We need to make sure there is plenty of notice about where and when. I think an actual sign should be made. I think relocating to the creamery is a fantastic idea. I noticed that the creamery was recently featured in a magazine.

**TERRIE:** There is potential for advertising exposure for both the City and the creamery. On the down side, the foot traffic downtown would be gone. The creamery already has the required Health Department and State of Utah certification.

**MAYOR:** I think this is a great idea.

**JEFF:** I think we should announce this at Black & White Days and inform the citizens. That would be good advertising.

**TERRIE:** We could also have a self-help table at the creamery that could direct visitors to other local business. We can include on the website as well. I have been approached by a local business about including a link to their business on our website.

**BRAD:** I think that is fine as long as they have a current business license.

**MARLOWE:** Every three years we have a sanitary inspection on our water system. If the inspection results in having 150 or more points then the City could be shut down. We scored zero, or perfect.

**MAYOR:** I appreciate Rob, Ben and Marlowe's help on this.

## **MAYOR'S REPORT**

**MAYOR:** The City Employee "Christmas" party will be this Saturday at the Coppermill at 6:00 P.M. Brady Christensen, who has helped announce the horse pulls, helped with leaf clean up at the park and to repair some fencing and other various items has a serious illness and I ask that you keep him in your thoughts. Envision Utah has had a meeting with the local Mayor's and County Council. Envision Utah is a non-profit growth management committee that is going to have several workshops throughout the valley over the next few months. They want to get ideas on how to handle growth as it is anticipated that the population in Cache Valley will double by 2040. They will be having a local meeting at Pepperidge. There are about 50 to 60 individuals that are providing input; the group includes farmers, planning and zoning members, USU professors, etc. It is a very diverse board. What they can accomplish will be another issue. They may want to approach the Council after all these workshops to give input of what they have found. Anyone can attend these workshops. Tomorrow at 5:45 P.M. at the Bear River Health Department Building there will be a CVTD meeting; this is the building on the north side of KMART. Larry Dunkley, our representative for Richmond, called to issue a special invitation for anyone that wants to attend.

**TERRIE:** I am planning on attending.

**MARLOWE:** Last year there were two million riders.

**MAYOR:** It is a good service for the entire community.

**TERRIE:** Those riding has not decreased since gas prices have plunged either.

**MAYOR:** The water tank is still progressing. We are still evaluating a couple of

different parcels the tank could be located on. City Engineer Darek Kimball is going to provide us a modified contract but both parcels we are looking at will work just fine. We just need to determine which parcel is financially best for the City. There is a possibility that with the new presidency taking office that they could send some of the bailout money our way in the form of infrastructure improvements. We will apply for sure if this happens. Current year RAPZ tax applications will be due soon.

**JEFF:** Is it possible to include any of the sidewalks in that?

**MAYOR:** RAPZ tax is for cultural or sports related items. Keith has talked with the Cub River Sports Complex board and they would like to see if they can apply to get the parking lot paved. The forecast is that the revenue is going to be very tight for the State due to the big decrease in tax revenue.

**JEFF:** I would like to see some benches and sidewalks included in the application.

**TERRIE:** What about existing building upkeep?

**MAYOR:** Possibly. I will check with the County Council and double check for sure.

**BRAD:** What about putting a small parking lot between the west side of the tennis courts and the north pavilion. Right now people park on the road and in the church parking lot. There is not really anywhere to park.

**TERRIE:** I think it would be great to get closer to the pavilion.

**MAYOR:** With tax revenues decreasing in the State of Utah, the budget is going to be very tight in the City and we need to make sure we stay on budget. I have talked with Justin, and neither of us are really sure what the huge budget cuts for the state will have on Richmond. One thing, we will always push snow, some other cities have elected not to do so because of budget related issues. We will always do it, especially due to safety concerns. The MBR plant is progressing right along. I think the building appearance is a really good fit for that area. We have recently found out that we are going to need a forklift when the plant is operational. Hyrum uses theirs on a daily basis. Brad and Justin are getting some bids and hopefully when the time comes we can use some of the contingency funds for this project to pay for it. Brad has already received information to review on three used forklifts. We need to do some checking to make sure renting the building to for-profit businesses does not jeopardize our tax exempt status in anyway.

**TERRIE:** I know that in the 1990's there was a fitness class held in the Community Building.

**MARLOWE:** Leslie did it for 1 ½ years, but it was just a service, nothing was charged. The Supreme Court decision in this regard came down in 2003 or 2004.

**JEFF:** I have contacted the ULCT on this issue in the past in regards to having a craft fair.

**MAYOR:** Jeff, please research and follow up on this issue and let's discuss again at the next Council meeting. I have been led to believe that there are some options.

**MARLOWE:** I will forward you the specific Supreme Court case in this regard so you can ask about it as well.

**BRAD:** We currently allow weddings in the building, that could be viewed as competition with other business. I think the building should be used if legal.

**TERRIE:** There have been recent public hearings in other local communities in regards to the proposed countywide library system. Do we need to have one?

**MAYOR:** We certainly can if we feel we need too.

**MARLOWE:** We have actually already had a public hearing on this and received citizen input.

**TERRIE:** The hearing was before the experts comments were published but the majority of the citizens are still against it. Several support the concept but not the current plan.

**MAYOR:** I know that the majority of the local Mayor's do not support at this time.

**BRAD:** There is nothing firm to support; it is just ideas.

**MAYOR:** I think we should have a vote by the Council to get a feel of where this Council stands on the issue. The published report by the expert is not what Jay Monson proposed to the Council at a previous meeting. I do not see how this system is any better than what we are already doing.

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

Ace Industrial	627.05
Advanced Heating	260.00
Altius	954.05
AT&T	76.86
Atco	283.00
Bear River Health	40.00
Blue Stakes	146.80
Cache Service Area	15740.20
Cache Valley Tire	292.00
Carpenter Paper	44.69
Chevron	30.73
Commercial Tire	1188.60
Ferguson	334.30
Filbies	3.20
Fleet Services	166.01
Gall's	62.97
Hall's Store	265.28
Intermountain Hydraulics	188.52
IPACO	374.94
Jardine Petroleum	1093.51
Lyn Distributing	90.39
Maverik	236.08
Nextell	249.61
Olson & Hoggan	154.00
PC's Unlimited	19.95
PEHP	107.28
Petersen Rocky Mountain	678.02
Peterson Allred Jackson	7200.00

Questar	2383.98
Qwest	474.28
Randy's	69.90
Rockmount	495.27
Rocky Mountain Power	3638.88
Sensus	1320.00
Smithfield Auto	659.16
Smithfield Imp	30.58
Stay-n-touch	99.98
Stock Building Supply	651.56
The Herald Journal	44.40
Thread Images	537.10
U&I Kiwanian	195.00
Ut Dept of Workforce Services	65.46
Utah Local Gov Trust	2655.80
Visa	867.47
Waldenbook	558.43
WR White	1954.05
Xerox	244.45

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

Adjournment at 8:25 P.M.

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Michael E. Hall, Mayor

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Justin B. Lewis, Recorder