

RICHMOND CITY COUNCIL**JANUARY 19, 2010**

The regular meeting of the Richmond City Council was held at the Richmond Community Building located at 6 West Main, Richmond, Utah on January 19, 2010. The meeting began at 7:00 P.M.; Mayor Michael Hall was in the chair. The opening remarks were made Brad Jensen.

Troop 303 performed a flag ceremony.

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

A motion to accept the December 15, 2009 City Council meeting minutes was made by Keith, seconded by Jeff and the vote was unanimous.

COURT REPORT

JUDGE FUNK: I have prepared a summary of 2009 cases and revenues.

	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	Total
Cases Filed	125	116	220	100	561
State Revenue	\$7,443	\$6,936	\$10,011	\$22,020	\$46,410
City Revenue	\$3,505	\$3,216	\$3,905	\$10,322	\$20,948
Total	\$10,948	\$10,152	\$13,916	\$32,341	\$67,358

JUDGE FUNK: Citations were down in the 4th quarter compared to the earlier quarters in the year. I was told there was less coverage in December due to the holidays and that was a big factor. You will see that revenue in the 4th quarter was up substantially and that is because we issued warrants to collect old debt and Deputy Kerr was a tremendous help in this. You will see that public defender expense is up as more people are qualifying for it. I would attribute this to the economy. I try and work out payment plans with those that need help.

MAINTENANCE REPORT

MAYOR: I have dismissed Scott from tonight's meeting. He was up at 4 A.M. this morning to push snow along with Ben and Rob. He did give us an update on the department before the council meeting. I am very thankful to the staff for the tremendous job they do in snow removal.

FIRE & EMT REPORT

LYLE BAIR: So far we have been busy in the New Year. In the 4th quarter there were eleven EMS calls and four fire calls. Three of the fire calls were alarms and the fourth was a shed fire on 200 East. The department has come up with a list of goals for 2010.

1. Drill attendance above 70%.

2. Increase number of EMT's to 12 from currently 7. Right now we have 6 on the on-call schedule.
3. Each member to certify in Wild land 1 or Fire 1.
4. Fire Station remodel/upgrade.
5. We want to use our intermediate skills and if we donate some time to the ambulance service then we can qualify to have certain members use intermediate skills and an intermediate unit would not be required. Cache County will let us know the stipulations to be able to do this.

LYLE: As you know the County received a grant for new radios which we would receive some of those. It sounds like our portion will be reduced to 50-60% of what we thought so that is good news.

BRAD: What is the timing to get those radios?

LYLE: I am not sure but I will let you know when I find out.

BRAD: I would like to meet and see what we are committing to before we sign anything.

LYLE: We should be receiving eight more \$2,500 radios from this grant. They have much better reception and it is a good system.

BRAD: Will these work for wild land fires?

LYLE: In some places we will need to use other radios; usually in other counties or across state lines. I have four individuals that I would like to present to join the force. Anthony Miller has been participating since the end of November and wants to be a Fire Fighter but has no desire to be an EMT at this point due to his work schedule. He does have some training from when he was in the Army. He currently works at Maverik on the late shift. Shantell Bair would like to join the EMT Department and has some training from some CNA classes she has attended. She is only 17 years old and cannot join until she is 18 and certified. She will be 18 in April, I believe, and her probationary period would be done by then. Justin Gilbert has moved back and wants to join the Fire Department but not the EMT Department. He is a hard worker and worked at ARS previously. Sam Andrews would like to rejoin the force. He resigned about 18 months ago or so due to a disagreement. He has had training but plans on letting the EMT portion lapse.

BRAD: Do the Battalion Chiefs recommend them as well?

LYLE: Yes, we all interviewed them and we all think they would be a good fit.

BRAD: Please give us an update on the gear that was received.

LYLE: We received a grant for some new turnouts. They are top of the line. We received 14 sets of coats, pants and caps. We will actually have a couple extra and I will use them as incentive for the new members to get certified. The old turnouts will go to the EMT's.

BRAD: This has filled a big void.

LYLE: There are new regulations that turn outs cannot be over ten years old.

TERRIE: What is your replacement schedule so we will stay in compliance?

LYLE: I would like to keep two new sets in each budget year like in the past and this would keep the rotation in compliance.

BRAD: The fire department also has a website.

LYLE: It is www.richmondfire.net.

TERRIE: It is listed on the city website as well with a link.

LYLE: The first page is info on the personnel in the department. I would like to add their pictures later on. I have a calendar that lists the drill schedule and other various department activities. This will simplify communication with all the members.

CACHE VALLET TRANSIT DISTRICT REPORT

LARRY DUNKLEY: It has been a long time since I have been before the council. I appreciate being able to give you an update. I have also had Lisa Petersen, public relations director and a woman of many hats here to answer questions as well. She and Todd Beutler manage the CVTD. I ride almost daily and I am very pleased with what is going on. CVTD meets on a monthly basis, normally on the fourth Wednesday of the month. I serve on the service committee portion of district. Regularly we meet before the regularly scheduled meeting to discuss and deal with problems and issues. CVTD has a specific mission statement that is the focus of everything they do.

Larry Dunkley read the CVTD mission statement.

LARRY: Todd is an eternal optimist and a very hard worker and is very focused on the job and task at hand. We have outgrown our current facility and are looking for funding to either expand or possibly move to another location. This will happen, it has to due to growth. In 2009, a grant was received for two hybrid diesel buses and three 40 foot buses. There were 1.8 million trips county wide by the CVTD and 111,000 trips through Richmond City from January through November 2009. We are expecting growth again in 2010. It is hard to find a good seat most of the time. I know when I come home from U.S.U. at 3:30 P.M. it is always full. Another exciting piece of news is that previously all of the work was contracted out but now it has been brought in-house. The Board of Trustees voted unanimously on this. This did not affect any of the current employees and actually benefited some of them. It was approved in August or so. I am very excited for that change. The district is in very good hands and has very good management and they are planning for growth.

BRAD: I know a lot of high school students ride the 7:30 morning bus. Any idea what percentage of that trip gets off at Sky View?

LISA PETERSEN: I would have to check, I don't have that information with me.

BRAD: I think there would be more adult riders if there were not students on there.

LARRY: I go at 6:20 A.M. so I don't see that and I am not sure.

BRAD: I bet 50% or more get off there.

LISA: It is a public service and we encourage everyone to ride. There are 32 seats per bus and with those that stand a bus can normally hold 60-70 riders. I did not know this was an issue. I know we have added more routes to certain peak areas and we are always adding more routes. The new 40 foot buses will hold more occupants. Also, you can inform people that the Preston bus, which stops on the highway in Richmond, is a direct ride to Logan, no stops in between.

TERRIE: I know that the noise and poor language from the students that ride have caused me and others not to ride anymore. It is not the number of bodies on the bus; it is the culture. It has deteriorated. I have talked with Todd about this issue as well.

LARRY: I know in the past when I was riding that there were 3-4 boys in the back that were causing a commotion so I filed a complaint when I got off. They was a problem and it was addressed and resolved.

MAYOR: It is nice to have a rider on the system, also serve as our city representative.

MOSQUITO ABATEMENT DISTRICT REPORT

SHANE LEWIS: I think the abatement district had a very good year. We did heavy larvacide treatment early and it helped cut down on the spray used later in the season. The spraying occurs from June through September. We had a few complaints but nothing out of the ordinary. We did raise the tax for the district this year. We are having to change chemicals and the new spray is more expensive. We are going to be moving to a different facility and looking at staying with the health department or going on our own. The health department is very good to the district. It was my first year serving on the district and I feel good about what was accomplished.

JUSTIN: Explain how small the increase was.

TERRIE: It was \$1.14 increase on a \$200,000 home.

SHANE: It is a wonderful program and money well spent.

JEFF: I want to thank you for taking the time to attend and representing the city for us. It is one of those services that everyone appreciates but is usually not willing to help with.

SHANE: There were no reports of West Nile Virus in the valley last year either.

BRAD: When do they start checking the larvae?

TERRIE: Usually around the start of May.

DEPUTY REPORT

DEPUTY KERR: I have been working with Judge Funk to help with the outstanding warrants. We have been able to clean many of them up. I need the dates for Black & White Days so our office can plan accordingly.

JEFF: May 11-15. We are having a meeting in February with the Black & White Days committee to set out the program and I can let you know once we have the agenda set. I know the parade will at 5:00 P.M. on Saturday and we would appreciate the normal coverage on this.

TERRIE: We need to close 600 South at 4:30 P.M.

MAYOR: We need to let CVTD know as well as a bus came through there last year.

DEPUTY KERR: Advise me when you have more information and we can confirm at a later time.

JEFF: I do have a request for more patrolling at the movie at the city park on Friday night. Your presence alone deters crime and problems. There are sometimes alcohol issues after the sale on Thursday and Friday and we would appreciate you monitoring the pavilion and area on those nights. We will need more presence as the week moves along.

DEPUTY KERR: Criminal activity is slower than normal so that is a good thing.

MAYOR: I see the car parked on the highway by Cache Valley Counter Tops has been moved; we appreciate your help in resolving this.

YOUTH COUNCIL REPORT

JEFF: I will be reporting on the Youth Council in behalf of Christina Palmer. It was a good year, the Youth Council was heavily involved with Black & White Days and especially the movie portion. There were at least 500 that attended the movie. We are going to have local bands again this year and planning on serving food as well this year. The Youth Council is in charge of

the Little Miss Pageant and this takes a lot of work to make this happen. They have an open house each November to try and get new members. Currently there are 12 members and I think they are the strongest council yet. In 2010, they will be working with the Lion's Club and Library to plant flowers. We also want to get a Youth Council Web Page and link it to the city website. They are talking of doing a clothing drive to help support the victims in Haiti. They are working on the details right now to figure out freight and what can or cannot be sent. I would like to personally thank Christina Palmer for her work with the Youth Council. She has asked for some help with Black & White Days this year as she is expecting a baby in April and she is the type of person that has to give 100% effort or none at all.

MAYOR: Are any of the members attending the Leadership Conference?

JEFF: That is an item that is going to be discussed in February.

MARLOWE: When are they recruiting new members?

JEFF: In November.

MARLOWE: I think we need to put something in the newsletter to let people know.

JEFF: New members can get involved at anytime they just need to contact Christina and be 14 years or older.

BRAD: I would mention to Christina to get with The Logo Shop and get shirts ordered for the Youth Council to make sure we have them for Black & White Days.

MAYOR: Let's have Christina write an article for the newsletter.

RESOLUTION 2010-1

MAYOR: Resolution 2010-1 is to formally appoint Larry Dunkley as the city representative on the Cache Valley Transit District Board for 2010 through 2012.

A motion to adopt Resolution 2010-1, a RESOLUTION APPOINTING MR. LARRY DUNKLEY AS TRUSTEE REPRESENTING RICHMOND CITY ON THE CACHE VALLEY TRANSIT DISTRICT BOARD OF TRUSTEES, was made by Terrie, seconded by Keith and the vote was unanimous.

ORDINANCE 2010-1

MAYOR: This ordinance would be to change the recapture time period from five to ten years. The State of Utah Ombudsman made this recommendation. It is what the State of Utah recommends. It is legal and has been tried and held up in court.

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

BRENT WEBB: What is the payback?

Mayor Hall read Ordinance 2010-1.

MAYOR: For example, if an individual had to pay for utilities to be run to their property and another individual comes along within ten years and wants to hook onto those utilities then the new individual would pay the original payee a sum to be determined by the council. This would be on a case by case basis and happens very rarely.

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

MAYOR: The only change to this Standard is from five years to ten years.

A motion to approve Ordinance 2010-1, AN ORDINANCE ESTABLISHING A MODIFICATION TO PART 506-3 TO TITLE 12-000 ENTITLED "SUBDIVISION REGULATIONS" OF THE *CODE OF REVISED ORDINANCES OF RICHMOND (1975, ADOPTED 1976)* was made by Brad, seconded by Keith and the vote was unanimous.

BUSINESS LICENSE

ELIZABETH DEFFINGER, PTA, LLC

ELIZABETH DEFFINGER: I am starting my own business. I help various physicians' patients with physical therapy. I travel from Logan to Preston to help people. My house would serve as my office but all of my work would occur outside the home where the physicians have contracted me to work.

Approved by Council.

RICHMOND CITY ICE RINK UPDATE

BRAD: Spencer (Gibbons) asked me to speak in his behalf tonight. We have learned how to build and how not to build an ice rink with the help of Logan City. We all love the concept but it is too late to start this year. We would need to start in November by constructing a barrier and then making the rink. It will take a lot of time to make it happen. We should add to the October council meeting agenda to discuss and approve. We may need to budget some funds to help with this as well. The ball park behind L.D.'s is the preferred location. Spencer wanted me to thank the council for considering this suggestion.

FINANCIAL REPORT

JUSTIN: We collected \$41,436 in property tax in December and that much again approximately in January. Ninety percent of the property tax funds come in December and January and then as those that pay late pay they distribute at that time. I will mention that we did receive \$2,746.76 from the State of Utah for liquor/alcohol enforcement and we automatically pass this exact amount through to Cache County. Cache County submitted an invoice for the 2009/2010 dog catcher and police protection service and it was paid in December. Normally, they submit in

June but they submitted early this year. We paid \$8,400 for the dog catcher service and \$21,092 for police protection. Pretty cheap when you think of the service that is offered. We could not even afford a patrol car for that amount. The Fire Department and EMT salaries were paid in December when they met for their yearly Christmas party. For July through December, there were three water and sewer impact fees collected. I thought I would give you a comparison of what it costs to run the MBR plant versus without it. For the entire last budget year, the sewer enterprise fund paid \$10,300 in utilities. From July through December we paid \$29,931 in utilities. I just thought I would give you the comparison. These costs were figured in to the costs of operating the plant so this is not a surprise. I am working on getting ready for the Cemetery District audit. It is very small in comparison to the regular Richmond City audit. I would like to thank Marlowe for all of his help on preparing the draws for the MBR plant. It is a very tedious and time consuming process. Marlowe has been working on getting the escrow funds released to Nelson Brothers for about two months and hopefully it will happen this month, worst case next month.

MARLOWE: I am just waiting for AQUA to sign off on the plant so the funds can be released to Nelson Brothers. This is getting very frustrating. The DWQ cannot release the funds until the plant is signed off and accepted and I was told by Brad Rasmussen that Kevin Alcott must do this and he has not yet done it.

TERRIE: Can we contact Kevin's boss and make him accountable?

MARLOWE: I have contacted Brad several times and he is pushing for it. We also need an O & M manual for the plant for the State of Utah to sign off. They must approve the manual.

BRAD: Please get with Lyle and make sure we get what needs to be done to get reimbursed on the grant for the Fire Department turnouts.

COUNCIL MEMBER REPORTS

KEITH: Kent "Boomer" Balls has agreed to serve on the Cub River Sports Complex Board of Directors. I think he will do great.

A motion to approve Kent Balls as a representative on the Cub Rivers Sports Complex Board of Directors was made by Jeff, seconded by Keith and the vote was unanimous.

KEITH: Kent will replace Richard Rigby. Norton Thurgood from PaVas is getting bid information and working to get ready for road work as soon as winter is done.

JUSTIN: One thing that I would like to mention as it was mentioned to me by someone from another city. Before the city pays any local entity that does work from the City, we should make sure they have a current business license and that they have not let it lapse.

TERRIE: The library received a \$1,000 grant from Wal-Mart that we were not expecting. This will be used to purchase more books and some play-away-books. Also, we can check out audio books, MP3's, etc. for one to six weeks. It is very slick and easy process to do. I think we are in

the forefront of what is going on in every area but the building itself. We have great employees that do a lot with a little. CERT is meeting this Thursday and will be having a discussion and then refresher training. We would also like to have a couple of drills with the Fire and EMS Departments later in the year. The Harvest Market will be full steam ahead this year and I have already had calls asking if it was going to happen and if we knew what vendors would be attending. People are excited for it.

CEMETERY GIS MAPPING SOFTWARE UPDATE

JEFF: I have been doing some research for the Richmond Cemetery District in regards to cemetery plot software. Gateway Mapping, a sister company of J-U-B Engineering, has a digital cemetery system that would be perfect. I have received a couple of other bids that are higher than their bid as well. Smithfield, North Logan, and Logan City all use this program and are 100% satisfied with it. I am actually going to see the Smithfield program. It is very user friendly as well. Gateway has provided a bid and there are three options. I would suggest Option 2 as we don't need any aerial mapping, we can use the map provided by Cache County from last year as well as we have people willing to do the data entry for free. The cost is \$5,020 for the software and to get it set up.

MAYOR: The map is the one from the aerial survey that the city participated in last year.

JEFF: By being able to use that map we save approximately \$4,000-\$6,000 by not having to have the cemetery surveyed. Option 1 was to try and save our existing database for \$6,550. Option 2 is for \$5,020 and we do the data entry. Option 3 is for \$5,020 plus \$1.00 data entry fee for every grave entered. I personally think Option 2 is best. I have two professional data entry people that are willing to donate their time. I also have three young men trying to obtain their Eagle Scout that want to help. One of them would double check the headstones to what is recorded in the book. Another would create images of each gravestone. The third person would take the gathered information and put it all together. There are thousands of items that need to be entered and it is expected to take 2,000 to 3,000 man hours. The DUP is willing to help as well. They offer a free internet site as part of the cost as well.

JUSTIN: I would like to clarify a couple of things. The Richmond City Cemetery District is its own entity and not part of Richmond City like most people think. Jeff is volunteering his time and effort to help the district. Kip Panter is the Chairman and Denise Allen and Albert Purser are Board Members. This project is not costing the city any funds but is supported by the City Council and Mayor. To give you an idea of the time needed to make this a reality, it would take one person working eight hours per day a year to a year and a half to get done. It is a big task.

JEFF: I was also able to secure a local grant in the amount of \$3,000 to help with this. Only 13-15% of the cemeteries in Utah are digitized but many are trying to get it done. I have researched this extensively and looked at about 20 different software packages and this is the simplest and most cost effective option.

JUSTIN: Kip asked Jeff to spear head this project with the full support of the Cemetery Board and Council and Mayor.

MAYOR'S REPORT

MAYOR: I have supplied each of you with a list of the current impact fees. The standard water impact fee increased on January 1st from \$4,303 to \$4,351. I have reviewed the utility

billings and overall I am happy with where we are at. Some shut off notices are being issued but we don't have nearly as many that are behind compared to other local communities. Any of you that want to attend the Cache County Sheriff's Citizen Academy are welcome too. I have provided each of you with the information about it, I attended previously and it is very informative. One of Darek's (Kimball) assistants is helping us with the Water Tank land purchase. The citizen that owns the property will be contacted again this week with a timeline to respond of two to four weeks. I appreciate Darek and all the time he donates to the city. He is an invaluable resource. There was an issue with the new home built to the south of the Norton Thurgood residence; it was built by his daughter. The new homeowner did not feel that they should have to incur the cost of putting the road in front of their house because it was not specifically mentioned at the Planning & Zoning meeting. It is in the standards and has been for some time and I reminded Norton of this. I have signed an agreement between Richmond City and Norton Thurgood and his daughter that the road will be put in this coming year no later than October 1st. This will be done at the homeowner's expense. Norton has also said we can deduct the cost from the amount due to PaVas at year-end as well. February 16th will be our next council meeting. I have also provided you some information from the ULCT about the current legislative session and what they are supporting.

KEITH WARD RESIGNATION ANNOUNCEMENT

MAYOR: Keith would like to read a letter to the Council.

Keith read a letter from himself to the City Council announcing his decision to resign from the City Council.

KEITH: This was a very hard decision and took a lot of time to make. Due to the recent death of my brother, Wynn, I just don't have enough time to do my regular job, run the farm and help the city.

MAYOR: This is something that Keith and I have discussed a couple of times since Wynn's passing and we all certainly appreciate the time and effort that Keith and his family have donated to the city. I have contacted Bruce Jorgensen and asked him how to proceed with naming Keith's replacement. We will place a public notice that asks any Richmond citizen with an interest to submit a formal letter of interest to the city. The deadline will be February 8th at 5:00 P.M.. The term will run through December 2011. If more than one person applies we will enter into an executive session to determine the appropriate person to select. Keith's resignation will go into effect after the February 16th council meeting. At that time we will have Justin or Judge Funk swear-in the new council member. I appreciate Keith and all he does.

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

Allred Jackson	9200.00
Al's Trophies	129.15
Altius	1074.46
Alwin Rawlins	97.50
AT&T	172.98
Bair Auto	389.80

Bear River Health	100.00
Bluestakes	208.64
Boundtree	304.33
C.V. Publishing	44.47
Cache Chemical	180.22
Cache County Service Area	16178.78
Cache Mayor's	350.00
Cache Valley EMS	850.00
CNH Capital	1850.00
Custom Fence	17140.00
Denny's	73.98
Ecosystems	336.00
Fleet Services	54.40
Freedom Electric	94.92
Hall Oil	260.08
Intermountain Hydraulics	745.72
IPACO	166.59
Jardine Petroleum	982.66
JUB	5120.00
Kimball Midwest	111.82
L.D.'s	41.88
Laser Precision	104.47
Lee's	20.82
Lyle Bair	40.00
Lyn Distributing	315.96
Maverik	976.52
Nextell	325.69
North Cache Vet	50.00
Olson & Hoggan	1176.50
PC's Unlimited	19.95
PEHP	102.00
Petersen's Rocky Mtn	592.95
Pitcher Propane	7116.87
Proteus Enterprises	26.98
Questar	2154.43
Qwest	434.09
Rocky Mountain Power	14823.21
Smithfield Auto	141.83
Smithfield Imp	200.81
Staples	185.44
Tamara Hardy	143.00
Thatcher	1254.80
The Book Table	149.75
The Herald Journal	31.86

The Home Depot	882.1
Transport Diesel	1046.92
UEN	255.21
USDA Forest	45.00
Utah Local Government Trust	9207.77
UVU	15.00
Verizon	60.07
Visa	116.17
Visa Library	230.09
Watkins	129.00
Weidner & Assoc	24700.00
Xerox	387.84

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

Adjournment at 8:50 P.M.

/s/
Michael E. Hall, Mayor

/s/
Justin B. Lewis, Recorder