

**RICHMOND CITY COUNCIL**

**MARCH 15, 2011**

The regular meeting of the Richmond City Council was held at the Richmond City Community Building located at 6 West Main, Richmond, Utah on Tuesday, March 15, 2010. The meeting began at 7:00 P.M.; Mayor Michael Hall was in the chair. The opening remarks were made by Terrie Wierenga.

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

\*\*\*A motion to approve the February 15, 2011 City Council meeting minutes was made by Terrie, seconded by Jeff and the vote was unanimous.\*\*\*

**CHILD ABUSE PREVENTION MONTH PROCLAMATION**

**LEIGH DEAN:** I am here this evening to seek your support for what we do. I am here representing the Child and Family Support Center. It is a local non-profit organization that was established in 1982. We offer several different services; one of them being a 24-hour nursery. Last year 3,206 children came to the nursery. We also offer therapy to abuse victims and last year 581 victims were helped. Parenting classes are also offered and 402 people attended last year. We also do children's education with the main focus being the "Good Touch, Bad Touch" program. Last year 4,281 children were taught about this program. Everything we do is directed toward helping prevent abuse. There were 191 documented cases of abuse in Cache Valley last year. Our goal is to help citizens to achieve our goal of zero victims of abuse. For every one that we can prevent it is worth it. We will be holding many events to make people aware of what we are doing. We will be holding our kickoff event on April 1<sup>st</sup> at the county court house from 12:00-12:30 P.M. and I would hope a representative of this community could attend. I am leaving a packet of information about our upcoming charity auction on April 15<sup>th</sup> and our race against child abuse on April 30<sup>th</sup>. These are both great fundraisers. There is also information in the packet about our center. All of our services are offered for free.

\*\*\**Mayor Hall read the Child Abuse Prevention Month Proclamation.*\*\*\*

\*\*\*A motion to approve April 2011 as Child Abuse Prevention Month in Richmond City was made by Terrie, seconded by Jeff and the vote was unanimous.\*\*\*

**QUESTAR GAS UPDATE**

**STEVE KREBS:** I appreciate being able to come before the City Council this evening. I will discuss natural gas as well as Blue Stakes and the law regarding it. I am supplying each of you with a booklet regarding Blue Stakes of Utah. It is a State law to call before digging. You must call before you dig. The telephone number for Blue Stakes has been changed to 811 and can be

called from anywhere in the United States and the call is directed to the proper people and location. We are having a significant amount of problems with our gas meters. I have brought a meter tonight to show you that it is made of steel except for the meter portion which is made of aluminum. Even though it is made of aluminum; it still can corrode. People are burying the valves and over time they can corrode and start to leak. There needs to be ten inches of open space from the valve to the surrounding soil. This is something that we need to advise everyone in the community of. Where the meters are placed at the residence is an issue as well. Water, snow and ice from the eaves of the house can drop onto the meter and cause issues. If that is the case the meter needs to be protected from that happening. This breather valve on the bottom of the meter can get plugged with soil if it is buried and when that happens it shuts off the gas to the house and causes the pop-off valve to go off which releases gas into the air. Each meter also has a transponder attached to it which allows us to get the meter reading from up to two blocks away. Snow and ice can break these as well. If a meter is placed within five feet of where any vehicle will be parked it needs to be protected from being hit by a vehicle. The pressure below the regulator is about fifty pounds per square inch above the regulator is four ounces. Appliances run on two ounces. It is a huge leak if there is a leak below the regulator. I have brought some flyers to distribute and a scratch and sniff flyer that puts off a natural gas odor as well. By nature, natural gas is colorless, odorless and non-toxic. It can be very potent. One cup of smelling agent will be used per one million BTU's. Natural gas is lighter than air so it rises. So when the gas rises the odor which is heavier than air will then fall back from the sky and that is when you can smell it. If you smell natural gas; don't turn your lights off if they are on or on if they are off and don't use the telephone as well. Go to a neighbor's and use theirs. Dial 911 if needed and let the fire department deal with it. You need to notify Blue Stakes forty-eight hours before digging. If you dig before that time it is at your risk and liability. I saw a case where a homeowner dug at 47 ½ hours and hit a gas line and they were liable for the repair. You just have to wait to dig; it is the law.

**MAYOR:** Is this information we can publish in our local newsletter?

**STEVE:** Yes.

**BRAD:** How long after an area is marked before it expires?

**STEVE:** They will tell you when you call in. Keep in mind that the forty-eight hours does not include weekends. Also, you must start digging within ten to fourteen days and must call again if you are longer than two weeks. Also, if the lines get washed out for any reason call again. You are held legally responsible if you dig and hit the line.

**PAUL CHAFFEE:** What about when there is an earthquake? Is there an automatic shut off for the community?

**STEVE:** There is one line that enters the valley that has an electric valve that is controlled from Salt Lake. There are two other lines that come into the valley that would require a manual shutdown. In the San Francisco earthquake in about 1988 or so the media and local agencies advised everyone to shut off their gas and power. This was not needed. It took weeks to get everything restarted. I would caution anyone. If you cannot smell gas don't shut it off. If you can smell it or hear it then shut it off at that point. This can save a bunch of heartache for everyone involved. Also, all of our meters are quarter turn valves. They just turn one quarter of the way to turn off and on; don't crank them it will break them.

## **CACHE CHAMBER OF COMMERCE UPDATE**

**STEVE KREBS:** Carolyn Nelson is the director of the Cache County Chamber of Commerce.

**CAROLYN NELSON:** Richmond has been a Chamber member for many years. We would appreciate it if you would let us know what activities you have going on so we can communicate this information to other members of the valley. We would e-mail all of the Chamber members information on things like Black & White Days as well as any parades you have going on. I am leaving my contact information. We are going to be having a local business expo at the Cache Valley Mall and I will leave information regarding it as well. Any local business or community can participate. We receive about 41,000 hits a day on our website. There were 168 hits on your website and 68 of those came through the link on our website. People are just looking for information and surf the web to find it. People are always looking.

**MAYOR:** I think it is good to utilize this service and provide them our information anytime we can.

## **DEPUTY REPORT**

**DEPUTY KERR:** There were over sixty service calls last month. We had three DUI's and four thefts as well. There were three accidents and one injury. One domestic violence call as well. There were some animal complaints as well. Other than that I don't have much to report from our office tonight.

**PAUL:** We will be doing a citywide cleanup project on May 7<sup>th</sup> and it will be overseen by a local youth as his Eagle Scout project. I would like someone from the Cache County Sheriff's Office to be in the City that day since we will have a lot of work happening around the roads and sidewalks. Jonathan Dayton is the young man overseeing the project and he will be contacting you about a flyer we are going to be distributing.

**DEPUTY KERR:** I am currently working the graveyard shift so I would suggest contacting Sergeant Collins about this project. I was asked to look at a parking issue by a citizen. The vehicles are parked very close to the road but there are several others in that area as well.

**MARLOWE:** It won't matter now, the winter parking ordinance expires tomorrow.

## **MAVERIK COUNTRY STORE SNOW REMOVAL CONCERN**

**MAYOR:** Monica Merrill is the Manager of Maverik store and has some concerns regarding snow removal and is here this evening to make a presentation.

**MONICA MERRILL:** I have been managing the Maverik store for fifteen years. We change snow removal people periodically. Jeff Young has visited with me regarding the snow removal on the City safety sidewalk as well. It costs me \$60 each time Woodsmith Construction comes and pushes the snow in the lot. I don't have the luxury of only doing periodically so I have to do it as many times per day as required to keep the lot safe. It is almost impossible to keep clean. There are a couple of problems. Each light pole has a little sensor cover and it gets destroyed when the snow is pushed. The water main is in one of the corners of our lot so we cannot put the snow there. I have to watch out for the safety of my customers. The sidewalk is right there on the east and north sides as well. Tamara Petersen did a great job of pushing the snow on the

sidewalks when she was in charge of it. We have kept our corner clean as well. I have noticed that nothing is being done in regards to pushing snow on the east side of the highway in front of the old Dee's Texaco building. People are walking down the road since the sidewalk is not clear and that is unsafe.

**JEFF:** I don't agree, they went through those areas this year.

**MONICA:** Then those big snow storms made it very unsafe. My driver plowed the snow across the main road onto the property to the north and almost quit after a City employee came and told him he could not do it anymore.

**MAYOR:** Our agreement with UDOT is that the sidewalks cannot be obstructed. The sidewalks must be clear due to our agreement with the State of Utah. When your driver pushed the snow across the road he covered the sidewalk on the north side of the road. There were a couple of major storms this year with more snow than normal that takes time to get the snow removed. Our issue with where the snow was pushed is the same with City homeowner's, you cannot push the snow into the City easement. Maverik owns behind the fence to the west and to the south, why not put the snow there on those vacant lots?

**JEFF:** Yes, why not push it all to the west?

**PAUL:** What about getting a loader and dumping on those vacant parcels?

**MONICA:** There is a retaining wall to the south. That would cost \$120 each time they do that.

**PAUL:** But that is your property and something you have to deal with.

**MONICA:** As a business that new road to the east was not handled properly. That steep incline is not good. I am constantly having to help push stuck cars.

**JEFF:** That is a State of Utah road issue not a Richmond City issue. UDOT does what they want and feel is best in regards to pushing snow. How it is done, the speed it is done, etc.

**MONICA:** This is the worst year I have seen in fifteen years.

**BRAD:** The safety sidewalk has only been there for about two years.

**MAYOR:** The four-lane highway has been there only around five years so it is not a good comparison.

**JEFF:** In conclusion, there will be more big storms like this and we need to have a plan that works when this happens. I am working with our City workers on how we want to accomplish this task. If the ground is frozen then it is hard if not impossible to get clean. We get it clean but it takes time to get there. There are a lot of areas in town that must be cleaned.

**MONICA:** I am worried about the crossing guards and the steep snow on the corner. I would want that snow cleared out of the way if it was my child walking in that area. We must work together as a business and community. I don't understand why you are pushing it toward the north east corner.

**MAYOR:** You are incorrect. Your driver, Clyde (Smith), was pushing it into that corner until we told him not to do it anymore.

**MONICA:** I have lost three feet of parking from the snow. I just want help on the snow removal in that corner.

**JEFF:** I am okay with that. I have met with Justin (Gilbert) and Scott (Ball) about this issue. The workers are aware of what needs to be done and what is expected. We are aware we must clean all sides and it is a priority. It has not been done as good in the past as we would have liked but it will be done better in the future.

**MONICA:** Can we remove the fence to the west to put the snow there?

**MARLOWE:** It is your fence on your property, you can do what you want.

**JEFF:** You don't need a big area for the snow and those vacant lots should be ample.

**MONICA:** I just want you to address my concerns with the State of Utah.

**JEFF:** We have tried in the past and will keep trying in the future.

**MONICA:** Have we done a City survey on how citizens think the City does in removing snow? I had a neighbor get stuck by her mailbox because the snow was not pushed. It is important to keep the area clean. Mailboxes are a big issue. The streets are narrow and not cleared wide enough. I have lived in Richmond City thirty-one years and only had my mailbox hit once and the driver fixed it. The roads used to be clear at two in the morning when I go to work but not now. I have to push my way through.

**TERRIE:** I am not sure exactly what you are speaking of but I have many people always willing to help with snow removal at my residence.

**MONICA:** Now the Post Office delivers to my neighbor so it is not an issue. This is a great community and the employees need to know that and be clear about it. I need your help with UDOT.

**JEFF:** I will meet with Scott (Ball) and Justin (Gilbert) again and make sure they understand. Please call me if it is not done correctly. All businesses along the highway that were cut back on the highway widening project have snow removal issues, not just Maverik. Once snow is piled on the corner and freezes, it is too late. We need to get it from the beginning. With the current melting we should be able to get it removed. If it gets built up in the future let me know. We are concerned. Priority is to have the sidewalks cleared for the kids to make it to school and the employees know that. They are the first areas to be plowed.

**MARLOWE:** I have personally talked to UDOT many times. Their response is that they have many miles of roads to clear and must do it as effectively as possible. UDOT manages both roads in front of Maverik on the east and north sides. We can talk to them but it does not do any good.

**MAYOR:** I have talked with the Hyrum and Nibley Mayor's and they have the same concerns, this is not just a Richmond City issue. Cleve Smith, a former UDOT employee, said he was called many times over the years from citizens, and elected officials regarding snow removal. They have a job to do and do it as best they can. We clear the sidewalks and UDOT comes right behind us plowing the snow and covers the sidewalks all over again. One local principal did tell me that snow removal this year by the City was the best it has ever been.

**JEFF:** Are we permitted to use our City backhoe and go and move that snow on the corner?

**MARLOWE:** No. It is on private property and City equipment cannot be used due to liability issues.

**JEFF:** We will have to remove it as it slowly melts.

**MAYOR:** There should not be any piles on that corner in the future so it should not be an issue.

**MONICA:** The State of Utah is the main issue. I won't say things are good when they are bad and this is the worst year ever.

## **RURAL DEVELOPMENT AGENCY PROPOSAL**

**MAYOR:** Ray Winn and Alan Lower met with me and would like to present a proposal to make a Rural Development Agency in Richmond. I have told them they are responsible to research all

the information and let us know by doing this what good it would be for the City. What the benefit to the community would be. They will present that idea tonight.

**ALAN LOWER:** Ray Winn is out of town this evening and he is the one that knows about this type of agency as he dealt with it in Smithfield City when he was the Mayor there. Ray was hoping that someone from Smithfield City could attend this evening and explain what it is and what can be done with it. This could be a great benefit to Lower's as I am currently investing a bunch into the business. It is in my best interest as a local business owner to invest in it and I would be more than willing to do so. Other people have told me that the funds could help other businesses in the community down the road. If the City is interested we would do the homework and see what is involved and pay the expenses of getting it set up.

**MAYOR:** The City is not opposed to reviewing your proposal. We need to review the costs and benefits for the community.

**ALAN LOWER:** If we make the investment there should be no cost to the City. I was hoping that Dean Clegg from Smithfield could attend this evening as he knows about the RDA in Smithfield City.

**TERRIE:** I would want to see how Smithfield City set theirs up and how it functions. I saw these programs in South Dakota where I grew up. I am interested to hear about it and see how it is set up and runs. I want to see the numbers associated with it.

**ALAN LOWER:** We met with a gentleman that sets up these types of things and he said this one is too small for him but we thought from Main Street down to the milk plant and then south to my plant on the south end of town. We can add anywhere else as well if you are aware of future business coming to town.

**MAYOR:** I am certainly not opposed to listening to your presentation. After you get together with Ray Winn and gather the information you are more than welcome to come back before the Council.

**ALAN LOWER:** Dennis Watkins from Smithfield is also aware of this.

**JEFF:** There is one recommendation that I would like to make. There were some issues/concerns with Ray (Winn) previously and I think most of that was because he was not prepared when he came before the Council. I would recommend and encourage that when you come back it is a well thought out presentation. We want the specifics not just general information. I think it is a good idea but we need the exact facts not just general terms. We need that information to make a good decision.

**MAYOR:** I suggest gathering the needed information and then coming back before the Council.

**ALAN LOWER:** I would let other potential business people know about it as well.

## **CONDITIONAL-USE PERMIT REQUEST**

**MAYOR:** Branden Jensen appeared before the Planning & Zoning Commission this month and made a request for a Conditional Use Permit to allow him and his children to raise an adult pig and piglets as part of a 4-H project. You have before you the approved minutes from the February Planning & Zoning meeting and the draft minutes from the March meeting where the Planning & Zoning Commission approved his request for a permit and sent to the Council for review. He asked to raise four piglets to adult size with the help of his children. He has talked

to the two closest neighbors in that area and neither of them have any issue or concern about it and one of them spoke up at the Planning & Zoning meeting in favor of it.

**BRANDEN JENSEN:** I want to raise a sow and piglets. I would have the sow year round.

**MAYOR:** So, you would keep the sow year round, not for sale at the fair?

**BRANDEN:** Yes, I would keep the sow year round. If it works out I would like to have a sow all the time.

**PAUL:** What is the maximum number of pigs you are requesting to have at any one time?

**BRANDEN:** No idea. A sow can have as many as 18 piglets and on average has 13-15. They will be sold to others to raise for their fair projects as well. These are all fair pigs used for showing.

**PAUL:** Any more traffic?

**BRANDEN:** No, I am the only one that currently accesses my barn anyway and I will be raising the pigs.

**PAUL:** Any issues or concerns from neighbors?

**MARLOWE:** No.

**PAUL:** It is a good location but I am worried about the smell and new neighbors down the road as the City grows.

**BRANDEN:** I would come before the Council each year and make sure it is okay and renew the permit. My barn is big enough to hold six to eight adult pigs at any given time. I will apply each year.

**PAUL:** That is fair then.

**MAYOR:** All Conditional Use Permits must be renewed yearly.

**MARLOWE:** The reason Branden is here this evening is because everyone on the Council except for Paul was in attendance at the Planning & Zoning meeting at the start of March. Everyone is aware that the minutes before you are a draft and not approved as they are not available and won't be officially approved until the Planning & Zoning Commission meets in April.

**BRAD:** I just want to make everyone aware that I am Branden's brother and that I have abstained from this discussion and will abstain from the vote on this subject.

**BRANDEN:** Fair animals are raised from March until August or so when they go to the county fair.

**PAUL:** Do we need to put a limit on the number of adult animals he can have at any given time?

**MAYOR:** We can do as we like. We can put one adult and "X" amount of piglets by a certain date or however we want to write it.

**BRANDEN:** Just to cover my basis. I would request being able to have up to six pigs for six months of the year and one sow year round. All of the piglets that become adults must be sold at the yearly County Fair. I cannot take the sow to the fair or I am required to sell her or send her to slaughter, that is part of the rules.

**PAUL:** So we have a number. No more than six adult animals during the fair season and an adult is considered a pig three months or older.

\*\*\*A motion to approve the conditional- use permit request by Branden Jensen to allow him and his family to raise fair pigs at his residence/barn with a maximum amount of six adult pigs at any given time and a yearly request for this permit to be renewed was made

by Paul, seconded by Terrie and the vote was unanimous.\*\*\* (Brad abstained from the vote)

### **JON WHITE REZONE REQUEST AT THE CORNER OF 300 NORTH 300 EAST**

**MAYOR:** This is the rezone request by Jon White for the property previously owned by the Vivian Christensen family. The request is for two acres to go from Residential Estate - one residence per two acres (RE-2) to Residential Low Density of one residence per 14,000 square feet (RLD). Planning & Zoning Commission approved this request and we had the public hearing on this matter in February. The idea behind this request is to bring the zoning into harmony with the surrounding parcels.

**PAUL:** It fits with everything else that has been done in that area.

\*\*\*A motion to approve the rezone request by Jon White of approximately two acres on the north east corner of 300 North 300 East from RE-2 to RLD was made by Terrie, seconded by Jeff and the vote was unanimous.\*\*\*

### **JACK NIXON ANNEXATION REQUEST**

**MAYOR:** We had a public hearing last month on the annexation request by Jack Nixon. Keep in mind this does not include the road, only the property. The road is a totally separate issue. If the annexation request is accepted by the Council then Jack would need to get the official land information and we would discuss again at that point.

**TERRIE:** Are we going to look at including the road if we do this annexation request?

**MAYOR:** This is only in regards to the property or edge of the road, it does not include the road at all.

**PAUL:** Norton (Thurgood) can you please come up and tell us about that stretch of road on the south side of that property.

**NORTON THURGOOD:** I have done a survey on that section of road. Right now, it is in pretty good condition. It has an index of 83. Above 75 is good. A poor road is below 50, 50-75 is fair and above 75 is good. It is 83 at this time. I look at nine different stresses when making the survey to obtain the score.

**PAUL:** Does the score take into account the drainage issues on the north and south side of the roads at the west end of the road?

**NORTON:** Yes. There are major drainage issues on both sides. There is also edge cracking in excess of one foot. The road would need to be re-chipped within the next couple of years as well.

**PAUL:** Is the 83 score on that road above the score on the majority of roads in town?

**NORTON:** Probably about equivalent to them. Richmond does not have any poor roads anymore. These are surface stresses and do not tell what is happening on the base of the road. It is just a score that reflects the overall health of the road. What I am saying is that if the road stays under the current usage conditions then it is healthy. It is a narrow road.

**BRAD:** The edge cracking problem is a minor concern? I walk it a lot and what I see is that both shoulders are in poor condition. Especially on the north side by the railroad tracks. The

patching work the county did around the railroad tracks was not the greatest either. I am worried about it really deteriorating quickly.

**NORTON:** Under the current usage conditions it is good. Edge cracking of more than one foot is significant. It is not a well travelled road. If traffic were to increase then there would be major issues with the road. For now, based on current traffic it is okay, more traffic then there are issues.

**PAUL:** If we were to chip seal would that help the condition of the road?

**NORTON:** No. There would need to be significant work done and the major drainage issues fixed.

**MAYOR:** Per our construction standards the developer would be required to deal with the road issues.

**TERRIE:** For the annexation request, we are only talking the property, nothing to do with the road itself?

**MAYOR:** Correct. The road issue is something we will have to get with the County and discuss. If we take over the road then we want this and this done. That is a discussion we can have at that time. It is a good discussion that we need to have. That road is part County and part City.

**TERRIE:** Is this area included in our Master Plan?

**MAYOR:** Yes. Our plan to the State is to go all the way down to the river and border Lewiston City.

**MARLOWE:** There is some overlapping down by the Cub River. We follow the Cub River as well as Lewiston City until up by the Cub River Sports Complex.

**TERRIE:** If we approve what would the property be zoned?

**MARLOWE:** It comes in as A10 per ordinance and the property owner can make a rezone request later if they choose to do so.

\*\*\*A motion to approve the annexation application by Jack Nixon was made by Paul, seconded by Jeff and the vote was unanimous.\*\*\*

## **PAVAS REPORT ON CONDITION OF RICHMOND CITY ROADS**

**MAYOR:** Norton (Thurgood) from PaVas is here this evening to give his annual report on our City roads.

**NORTON:** Generally, I am happy with how the roads made it through the winter. I am pleased with how last year's crack sealing has held up. It was money well spent and will pay dividends this spring. We will continue to do crack sealing this year as well. Last year's paving projects look good as well. I have a proposed plan of what I would like to see get accomplished this year. The proposed areas are 300 North from 200 East to 300 East, Erickson Circle sealing work, 200 East and 50 West 410 South to 470 South. Traffic is really good to help bond the chip sealing to the road. We will shoot some roads this year with a harder oil. The Sadler Subdivision is included in this proposal as well.

**PAUL:** It must be done.

**NORTON:** The prices I have listed are based off of the numbers I obtained in February but could increase because of fuel costs. It is going to be around \$13,000 for the chipping this year

that I have proposed. Because the proposed areas are low traffic I would propose we sweep and flush coat those roads.

**PAUL:** Chip seal and then flush coat?

**NORTON:** Yes.

**PAUL:** Would we need to do the sweeping with our City street sweeper?

**NORTON:** The vendor will do it that does the flush coat work. We will broom the areas after the chip seal but before the flush coat is done. Larsen Asphalt has done that for us previously. They have a 500 gallon distributor truck and I am estimating we will need 900-1,100 gallons for that project.

**PAUL:** I have received good feedback on the pothole campaign we did last year. There are more potholes now after the winter months. Can we continue to fill potholes this year as well?

**NORTON:** Yes. I think Larsen's did a good job for us last year but there are other vendors that do it as well.

**PAUL:** Gary Dent will be doing some water channeling work in Hill Haven in April. I have asked Norton to discuss 50 West in Hill Haven.

**NORTON:** The water channeling is a good idea. 300 North is designated as a major road and we need to widen it if we can.

**PAUL:** We have the right of way but not the money to properly fix it. Can we do a skin patch on the edge?

**NORTON:** Kind of. It won't look great but it will be wider and function as needed. The County can do that for us, other vendors could do it as well. On the 50 West project in Hill Haven, that has the lowest ACI of any road in town. I have been watching it over a period of time and the crack sealing amazingly enough did a really good job. I expected some major cracking in that area. 50 West is an entire block of alligator cracking. I went through that area today and it is not as bad as I had expected. The chip seal work there did an amazing job of keeping the moisture out. We will work on that road a little at a time.

**MAYOR:** I have a question on that road. The proposal to fix that road would cost around \$40,000 but the infrastructure in that area is dated and we need new water and sewer lines and there are some piping issues. It is something we are going to have to replace down the road. It is a major money issue. My question is do we put \$40,000 in a road that we are going to dig up relatively soon?

**NORTON:** I would fix all of the problems at the same time.

**MAYOR:** It could be five plus years before we tackle that project.

**PAUL:** We might need to just keep chip sealing to get by until then.

**MAYOR:** Right now it is a \$40,000 repair, will that increase dramatically down the road if we don't do major repair work?

**NORTON:** The damage is done and cannot get worse so the only change in price would be if the raw material price increases.

**PAUL:** We had an instance where a new road was put in by a developer/homeowner that would be turned over to the City. In the future, we need to make sure we work with the road contractor to make sure things are done properly and charged properly even though we are not paying the bill. We need to be part of that process and in this last instance we were not.

**TERRIE:** I don't want us to be putting in a new road and then digging it back up.

**PAUL:** I respect Norton's perspective as he is looking at it from a road manager perspective not an infrastructure view. If for \$3,000 worth of chip sealing we can buy another seven years of service it will be good to do.

**BRAD:** How are the roads in the Christensen subdivision doing? I know that we had a slurry seal issue there previously. It appears to me that patches of the roads are disappearing?

**NORTON:** Is it the road or slurry seal coming off?

**PAUL:** It is the top coat.

**BRAD:** They are big and thick enough areas they look like mini potholes.

**PAUL:** Then we need to review that area.

**BRAD:** Please review all the roads in that area.

**NORTON:** I will look into that and be in touch. If we don't do the Hill Haven 50 West project what would you like to focus on?

**PAUL:** I know that we have some radius issues that are causing drainage issues.

**NORTON:** I would like to see us work on some drainage issues. I would really like to contour the shoulders of some roads especially on 300 East. Maybe after doing that we could hire a landscape contractor to come along and put down some sod like we did on 200 East 100 North.

**MAYOR:** I would like to thank you for coming this evening and we appreciate your service to the community as well as PaVas.

**PAUL:** As a side note, Norton's partner is gone from the business so it is just Norton now.

## **FINANCIAL REPORT**

**JUSTIN:** Chris has really been selling the dog licenses and getting people current. Please notice Acct 3691 "Gain on Sale of Asset" in the amount of \$3,337, this is the amount received for the City truck that was totaled when Scott hit a deer. We did collect on a couple of bad checks last month. Still spending money on the Cub River Sports Complex land swap. If you will notice acct 5145 and 5245 these are depreciation accounts and I only adjust those a couple of times per year. The amount included in there this month is for July 2010 through February 2011 depreciation. I have not adjusted this previously since it does not affect cash or what we are doing. The majority of the sewer depreciation is the MBR plant as it is depreciated over 240 months, 20 years.

**BRAD:** Do we have funds available for maintenance and repairs on the plant as needed?

**JUSTIN:** Yes. The monthly fee we charge includes an amount for maintenance and repair. I do know that a portion of that will be for the membranes as they last around seven years or so and cost approximately \$750,000 when that time comes.

**MARLOWE:** We were told they will last seven to ten years but with what is going through our system I would say it will be closer to seven.

**PAUL:** What interest rate is being earned on our investment funds?

**JUSTIN:** It is very minimal.

**PAUL:** I think we should look at putting some funds with a local private bank that pays a better interest rate. Even if it is only 1% right now compared to the 0.5% we are getting it is more money for the City. It would be insured up to \$250,000 with minimal risk.

**JUSTIN:** I realize we are getting a lower rate than can be obtained but I would not want to risk the City funds in anything that is at all unsecure. I don't want us to be like those communities last year that lost hundreds of thousands of dollars.

**PAUL:** I agree with Justin, I think we should investigate into this and see what options there are. I know that the Cache County Mosquito Abatement District has funds with a local private bank. We could check with credit unions as well.

## **COUNCIL MEMBER REPORTS**

**PAUL:** We had the first meeting of the Master Plan committee on February 24<sup>th</sup> and everyone we had invited to attend was there as well as members of the Council and the Mayor. Darek Kimball and Cindy Gooch from J-U-B were also in attendance. We will be having our next meeting later this month. That meeting will set the tone for what we try and accomplish over the next few months. Right now we are in the information gathering process. We will be reviewing some satellite photos of the community and taking road trips to see the sewer system, water tank location and other infrastructure areas. We are also in the process of looking for some funding to help with this project. We have received some good feedback from the citizens and I am sure we will continue to do so. The goal is to be done with this project within the next twelve months. One of our RAPZ tax applications was to improve the dance hall so it included painting, new upholstery for the benches and having the floor refinished.

**MAYOR:** We should be notified on either project no later than May 1<sup>st</sup>.

**JUSTIN:** Brad, did you have a chance to review the window bid I sent in regards to the Black & White Days building?

**BRAD:** Yes, I reviewed the bid and have a couple of comments. I think we should look at why we even have a sliding door in that room and if it is necessary or if we can get rid of it.

**MARLOWE:** I asked Bennett's to bid it as a sliding door if that is the direction we wanted to continue to go.

**BRAD:** I think we also should look into the shape of the windows. I would suggest everyone go over there and see what is happening. The snow comes off the roof and then lays against the windows since the windows extend almost all the way to the ground. Regardless of how good the windows are they have a weep hole in the bottom of them and when they get plugged by snow or ice or debris they fail. If we are doing other work it might be worthwhile to get those windows off of the floor and help to get rid of the rotting issue. I would figure \$300-\$500 per window is a good number.

**MARLOWE:** I was just over there and the snow is several feet up the windows.

**BRAD:** We charge a fee and rent that building and it is not good when people see mold and it looks bad.

**MARLOWE:** We need to make sure we notify the Black & White Days Committee before anything is done.

**JEFF:** I have already talked to Craig Harris and they are in support of it. They just want to be involved if we are asking them for any funds to help out.

**PAUL:** The library has some structure issues and we are negotiating with a local mason to do some work and help him to pay on his outstanding City utility bill.

**MARLOWE:** I would suggest fixing the chimney on the rental house as well.

**MAYOR:** Good idea.

**PAUL:** The City wide cleanup project is on May 7<sup>th</sup> and is being overseen as an Eagle Scout project by Jonathan Dayton. It will start at 10:00 A.M. Do we need to get an additional dumpster or will the one we already have work?

Could we get an additional roll on/roll off for just that weekend? We are going to feed hamburgers, chips, and drinks to those that help out. We will be using the two new grills we just purchased from Sam's Club. We have contracted with Gary Dent to do two additional water swales in Hill Haven during the month of April when the weather is good. We will get flyers out to those citizens that are affected and also put it in the newsletter. It is about a ten-day project. The cement cannot be driven on for ten days, it won't take that long to complete. The initial feedback on the water swales we did last year has been positive. Brad, Darek, Mayor and I met with the irrigation board last week. They are asking for our help in where we dump the water into the canal so they don't have to spend hundreds of thousands of dollars on a project. We are required to put "X" amount of gallons of water into the canal. It currently dumps in by the Maxine Christensen house. They also have some huge seepage issues at this time. There are some agreements that can be explored. A telemetry system with valves might be something to consider but it would be on their dime. The City does not have money to help them with their issues. It was a good meeting and Terry Spackman thanked us for attending and meeting with them. We will be working together with them in the future.

**MAYOR:** It was good to be able to sit down with them and I appreciate having that opportunity.

**TERRIE:** We got news about a month and a half ago that the company that has the software we use in the Library has been bought out and that it is no longer going to be available. It is about fifteen years old. We have a few options. We can keep using the existing system and hope nothing goes wrong. The Utah State University library is looking at teaming with some small local partners on a project. We would have to go through and re-barcode all the items but they would maintain the database for us. If or when they lose their funding for this project then we would take back over control of the database. The cost would be about twice what we currently pay per month.

**BRAD:** Is this similar to what happened with the public schools last year?

**TERRIE:** Yes. There are some grant funds available in the amount of about \$20,000 if we were to get together with Smithfield City and Newton City and work together. It is something that we would develop. There are some pluses to it. We would maintain and have to re-barcode everything. The Logan City software is not maintained by the state or many other places. It is somewhat compatible. We can find out exactly what the City of Logan is doing long and short term. If we could get a cataloging software that would communicate with others it would sure help long term.

**PAUL:** Is this system you are talking about with Smithfield and Newton compatible with each other?

**TERRIE:** Yes. It would be one master database with three sub databases. We would have the ability to identify if a specific item was in one of those other two libraries. It is something to look into for sure. Right now we are using a five number barcode and all of the new bar-coding systems use a fourteen digit number. To re-barcode the Library will cost an estimated \$315

more in additional labor. She is concerned with the budget and wanted to make sure that was okay. I would recommend that we re-barcode now.

**JUSTIN:** From a budget perspective I am fine with it.

**PAUL:** Get it done.

**TERRIE:** The Library building is physically falling apart due to snow and wind damage. The brick is coming off of the building. It was built in 1914 and is almost 100 years old.

**PAUL:** We will just have to do a patching job with the funds we have available.

**TERRIE:** The grant that the Library received was for \$100 more than last year and we are one of the very few to receive an increase, most received a decrease. Kudos to Juliene and her staff. We are looking at expanding into more e-books. Possibly a Kindle and virtual library items. As for the EMT's, they are helping with the Fire Station remodel. There will be more useable space and they will be more efficient when this project is done. The members are doing the majority of the work. Those donated hours can be counted towards other projects as well. CERT would like to get some badges for our vests.

**JUSTIN:** Good to go.

**TERRIE:** I will get them ordered then. The CERT group has had some good productive talks with the Fire and EMS departments and we are planning a few more drills where we will all be involved. We will be able to assist with certain items at a fire or EMS call. In regards to the Harvest Market. I have a design for the proposed banner that will hang over the highway. I got a couple of quotes. Both of the signs would be made out of vinyl and there would be printing on both sides. For the color banner, the cost would be about \$700 and for the black and white banner the cost would be about \$570. Would we prefer the color banner?

**MAYOR:** Yes.

\*\*\*A motion to approve the purchase of a color sign banner from Sign This, advertising the Richmond City Harvest Market was made by Paul, seconded by Allen and the vote was unanimous.\*\*\*

**TERRIE:** A sponsor is paying for the little signs that will be placed at the ends of town on the highway. The market will open on June 4<sup>th</sup>. We are wondering about taking food stamps or food vouchers at the market. If we were to process \$100 or more worth of vouchers per month they would supply the electronic equipment for free. It would be required to run through the City. It would involve time to fill out applications and some certifications and right now I am hesitant. I think it is a great idea and I know the Logan market did it last year. It might be a way to get more people eating healthy food. It does require more administrative oversight than before. I am not sure if we are big enough this year to be worthwhile. The Harvest Market Committee will pursue if the Council wants us too. We would need to create some type of script or token that could be used. Like monopoly money.

**MARLOWE:** I was involved in this type of process in the military and any type of script or token we can produce here can easily be duplicated at home. I am visualizing a much higher burden on those involved. Would it be worth it at this point to go to all that much extra work?

**TERRIE:** Based on last year's numbers it would be border line.

**MARLOWE:** I would wait until it grows more. It is an administrative headache. I dealt with these type of funds in the military and it is time consuming. It requires script for pennies, nickels, dimes and quarters not just \$1 and \$5 bills.

**TERRIE:** There are some options to consider. The actual money would come to the City and then we would have to disburse.

**MAYOR:** If the Harvest Market Committee is 60% in favor of then I would allow you to pursue but if only 50% in favor of then I would suggesting waiting a year.

**TERRIE:** Sounds like a great idea but a lot of extra work.

**BRAD:** The one big unknown is actually how many of the people that attend the market would actually qualify and use the food stamps for purchases. That is a big unknown. Lots of extra work for those involved but I am not opposed to it either.

**TERRIE:** We could use a ballot and see what the interest level is and look at doing it down the road.

## **MAYOR'S REPORT**

**MAYOR:** I will be meeting with Jeff (Young) tomorrow evening to do some job interviews for our seasonal grounds keeper. The position will have a start and end date. There will be four interviews and anyone on the Council that wants to attend is more than welcome.

**JEFF:** Only two of the applicants can meet tomorrow night so there will be interviews at 6:00 and 6:15 P.M. here in this building.

**MAYOR:** All of the Council is invited and I would like at least one more Council member to be there. Jeff and myself might have a conflict of interest with one of the applicants. I am supplying each of you with a letter we will be mailing tomorrow to a subcontractor that did some work at the MBR plant. There are three invoices in question and we are acknowledging that we owe one of them and will pay it. There are some issues/concerns with the other two invoices and the photos that are attached are in regards to those invoices. We submitted two RAPZ tax proposals for the current year. One of them was the updating of the dance hall in this building. We asked for \$12,500 which would be for new paint, sanding of the floor, new doors on the east entrance and new upholstery on the benches. The total cost was \$15,194 and the difference is donated labor/volunteer work. The second was some updates to the City park pavilions. It would be new soffit, fascia and siding on both pavilions as well as new electrical to both. We would also be bricking the pillars. The total was about \$75,000 with \$14,000 of that being donated labor so we asked for \$61,000. There was a recent article in the newspaper about the available RAPZ tax funds and there is a little bit more funding available than last year and fewer projects were applied for but not all of them will be awarded. We have utilized the funds we have received in the past to the maximum. I appreciate the Lion's Club and others being willing to help out. During the City wide cleanup, we need to address the sidewalks on the sides of the highway as well. They are a dirty mess from the snow debris.

**MARLOWE:** UDOT has already started doing their cleanup work.

**JEFF:** I will coordinate with Scott (Ball) to get them taken care of.

**MAYOR:** Our next Council meeting will be on April 19<sup>th</sup>. On April 5<sup>th</sup> there will be more training by Jay Baker after the regularly scheduled Planning & Zoning meeting. We have two more of these training sessions planned.

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

AFLAC	244.18
Allied Insurance	138.00
Al's Trophies	54.49
Altius	1,601.85
Bear River Health	40.00
Bridgerland	700.00
Buzz Electric	926.51
Cache Chemical	329.81
Cache Service Area	15,344.15
Cache Valley Electric	995.81
Carleen Thurgood	94.00
Chemtech-Ford	212.00
Coats	400.00
Denny's	73.45
Ferguson	417.71
Fleet Services	86.00
Hamilton	816.00
Highsmit	270.70
Holophane	2,400.36
Industrial Tool	19.78
Interwest Supply	1,020.80
Jardine Petroleum	1,328.07
Kids Discover	19.95
L.N.	11,026.00
Lee's	13.75
Marlowe Adkins	321.81
Maverik	1,044.91
Nextel	190.37
Northstars Outdoors	150.37
Olson & Hoggan	3,460.25
Pc's Unlimited	19.95
PEHP	160.68
Phillips66	69.20
Pitcher Propane	3,088.33
Questar	2,292.56
Qwest	449.68
Randy's	12.00
Rocky Mtn Power	8,242.48
Smithfield Auto	47.42

Smithfield Imp	24.95
Square One Printing	161.52
Staples	252.82
Suburban Propane	51.00
Suzette Richman	53.27
Thatcher	1,959.55
The Book Table	80.99
The Home Depot	121.22
UEN	86.56
Upstart	43.85
UT Justice Judges Assoc	25.00
Ut League of Cities & Towns	924.76
Utah Local Gov Trust	87.22
Verizon	60.07
Visa	591.83
Waterfor	11,611.93
Xerox	193.64

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

Adjournment at 9:45 P.M.

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Michael E. Hall, Mayor

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Justin B. Lewis, Recorder