

RICHMOND CITY COUNCIL

October 16, 2012

The regular meeting of the Richmond City Council was held at the Richmond City Office Building located at 6 West Main, Richmond, Utah on Tuesday, October 16, 2012. 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, Paul Erickson, Terrie Wierenga, Jeff Young and Tucker Thatcher.

A motion to approve the September 25, 2012 City Council meeting minutes was made by Paul, seconded by Terrie and the vote was unanimous.

DEPUTY REPORT

DEPUTY HATCH: Nothing much going on right now which is the way that we like it. The biggest issue right now is animal related problems. There will be more overall problems when the snow flies. There are some juvenile issues at the local schools but nothing out of the ordinary.

PAUL: Was the tagging issue on the old Theurer's building taken care of?

MAYOR: Yes.

DAREK: I would suggest that you monitor the speed on 600 South as that is a brand new road.

DEPUTY HATCH: Which road?

PAUL: The road on the south side of North Cache. It is a new road and is wider than the old road and easier for vehicles to be able to speed around the buses. Any new trends going on?

DEPUTY HATCH: No. There are random DUI's and domestic violence issues.

PAUL: I am still seeing skateboarders in the dark on the City roads, very unsafe.

DEPUTY HATCH: Hopefully the weather will take care of them.

PAUL: I have not had any official complaints but it is an issue.

DEPUTY HATCH: Skateboarding is an issue in all of the local communities. I almost hit someone myself today.

TERRIE: Let's put something in the newsletter about safety and wearing light clothing and not dark clothing when people are out in the community after dark.

DEPUTY HATCH: I can also mention to the officer's to mention to people when they see them that they need to be safe and lighter clothes are much better than darker clothes.

TERRIE: There is always an uptick in accidents when the time changes as well.

MAYOR: In the November newsletter let's put a blurb in there about the need to have a reflective vest or flashing light when out in the community when it is dark.

DEPUTY HATCH: I will pass that information along to the other officers as well as to monitor 600 South.

PAUL: We appreciate your attendance this evening.

MAYOR: Thanks for all you and the entire office do for the community.

FIRE & EMT DEPARTMENT QUARTERLY REPORT

CHIEF LYLE BAIR: The call volume for the last quarter was around fifty calls. Fifteen of those were for medical issues. There were not any major fires that were responded too but lots of reports of little fires. It was a very dry season and there were more things called in than normal by concerned citizens. There were a lot of controlled burns that were reported. There is nothing major going on right now. Nobody is in class currently. The burn permit season is currently open and lasts for thirty days. It will probably end around the end of October. People can call our Google voicemail phone number or Cache County to get a fire permit. All burn permits for the entire County are supposed to be recorded on the Cache County website so that we can check if a fire is reported.

MAYOR: Is the department well staffed right now?

CHIEF BAIR: It is not bad but we could use more. There is not anyone that is immature on the staff right now and that is nice. The core people are still here and there are about ten to fourteen members that show up to calls on a regular basis.

MAYOR: If you want to put an article together to put in the newsletter inviting citizens to join either department that would be great.

TUCKER: Thank for the help at Lower's.

MAYOR: Pass along the thanks of the Council to the entire Department.

SCOTT: I would like to burn that big pile of wood.

CHIEF BAIR: It needs to be burned by the end of the month.

BRAD: It needs to be done during the day as well.

TERRIE: It has to be out by sunset, correct?

CHIEF BAIR: Unless a special permit is issued.

MAYOR: That is one heck of a pile.

CHIEF BAIR: Let's start it one morning, I would suggest. It should be out by dark.

BRAD: Ben (Lundgreen) can issue a burn permit?

CHIEF BAIR: Yes.

MAYOR: Scott, let's get it burned within the next week.

TREASURER QUARTERLY REPORT

CHRIS: The shut off notices have been issued.

PAUL: Any idea how many?

SCOTT: Thirty-four were issued.

TUCKER: I am still getting up to speed on things but is there a way to allow for more payment options on the website?

JUSTIN: We would need to purchase different software like Logan City has where a person could log into their account individually and it is very expensive. Right now the utility bills can be paid via check, cash or credit card. If they want to pay via credit card they just have to call in with their information and we process it.

PAUL: PayPal would work and could be easy to use.

FINANCIAL REPORT

JUSTIN: The audit will start on Monday, the 29th. I about have everything ready to go but having a meeting with Josh tomorrow to go over some depreciation items. Just a few items of note. The bills that have come through for the City Party total \$2,441 of which \$1,500 went to Rebound Unlimited for the kids rides. I have heard nothing but positive comments about the party and it was the most well attended ever from what I can tell. The new furnace and A/C unit was installed on this building by Four Seasons and the total cost was \$5,600. I have met with Paul regarding sidewalks and so far this year we have spent \$7,635. There is a total of \$20,000 budgeted for the year and \$10,000 of that was to go for repairs in front of the old Theurer's Store building but that project has stalled and if needed we will reallocate those funds to other sidewalks in the City next Spring.

PAUL: I have many requests from citizens wanting to replace sidewalks where they pay the labor and we pay for the materials like in years past.

JEFF: Are we still working with the concept of replacing the old sidewalks with new from the inside out?

PAUL: When we can but we won't turn away free labor for projects either.

JUSTIN: Just as a note for Tucker. The City has a policy that if an existing sidewalk is replaced that the City will pay for the materials if the property owner pays for the labor or does the labor themselves. The new backhoe arrived in July and was paid in the amount of \$20,310. We pay an average of \$20,000 to \$21,000 per year and this is money well spent. I appreciate Juliene and Lyle working so hard to stay within budget. On Page 5, you can see that we have paid our \$7,500 portion for the year for Cub River and on Page 6, you can see that Lewiston City has paid their portion as well. There should not be a lot of expenses there for the next several months as we move into winter. We did collect \$366 in "Use Fees" for the complex as it was a payment for the fields being used for soccer. On Page 7, note that we received \$2,190 in interest on the remaining bond proceeds for the month of September. This month we have collected one impact for the Lewis residence and with that being said, I would like to propose a payment be made on the loan from the Capital Projects Fund to the Water Enterprise Fund. Interest has been paid through June 30th so the interest for July through September would be \$1,092.76 and the principal for the payment would be \$3,308.24.

A motion to approve the payment/transfer of \$4,401.00 from the Water Enterprise Restricted Cash Account to the Capital Projects Cash Account consisting of \$1,092.76 in interest and \$3,308.24 in principal was made by Paul, seconded by Brad and the vote was unanimous.

JUSTIN: The principal balance on the loan before this payment was \$145,701.44. Also, on Page 7, see Line Item 5196 (Water - Meters) this is for the one hundred (100) new water meters that we purchased as part of our eight year plan to replace all of the meters in town. There are many that are old and need to be replaced. We have now replaced two hundred (200) out of approximately seven hundred fifty (750). Tucker, you will notice that there is a section in the financials for the Richmond City Cemetery District. The District is not part of or accounted for by Richmond City but the Mayor and Council have an agreement with the District to oversee the accounting and maintenance of the cemetery. The district pays its owns bills and collects its

own revenue. As of the end of September there is still a remaining balance of \$3,426,270 in the water tank escrow account for the water upgrade project. From a financial aspect I think we are doing very well and I am pleased with the progress of the entire project including the cost expenditure to this point.

COUNCIL MEMBER REPORTS

BRAD: I don't have anything else to add to Lyle's report on the Fire Department. On sewer, we are still working on the design of the MBR plant final upgrades which will help to fix some deficiencies in the system. Scott also reported that both reservoirs at the plant were drawn down enough that he could check the filters. There were some holes in them as expected. Some isolation gates need to be replaced as well. This is all normal wear and tear and is nothing to really be concerned about. We got a report back from the State of Utah stating there are not any deficiencies with the lagoons, so that is good. As far as water goes, we are still on schedule for completion of the tank with the new timeline that was granted to ABC, Inc. It has been checked and the concrete for the tank has cured thoroughly now so that will allow for all of the scaffolding to start being removed from inside the tank. Darek has contacted the State as well about testing the new well.

PAUL: Could we fill the tank with water from the new well to test it?

BRAD: That was mentioned as a possibility in our letter to the State. Things are really looking good up there and right now things are moving along without a hitch. Once the tank is leak checked then the back filling can start to occur. How many of the new water meters have been installed?

SCOTT: Two hundred plus two larger units. There were one hundred (100) ordered in the first order and one hundred (100) ordered in the second order. They have a ten year full replacement warranty and a twenty year pro rated replacement warranty.

BRAD: On our current plan to replace the meters, eventually we will never have a meter that is out of warranty. How are the new meters and software working?

CHRIS: Things are working great as far as I can tell.

TERRIE: Have there been any surprises with the new meters?

SCOTT: I think it shows more usage than the others. A lot of people think they must have a leak and don't realize how much water they are actually using.

BRAD: As the meters age they always record in benefit of the user not the City. Has the impact fee been collected or meter installed on the north end of town for the livestock watering?

CHRIS: No, an impact fee has not been collected and the meter has not been installed.

BRAD: Is the saddle in the ground for the meter?

DAREK: Yes, I believe ABC installed it.

MAYOR: It is just a matter of hooking up the meter and paying the impact fee at this point.

BRAD: We will be collecting two more impact fees down the road as well from the two new homes being built to the west of Big J's.

PAUL: What is the policy when sidewalk cannot be installed in the winter but an occupancy permit is needed?

MAYOR: We escrow or set aside money for it if needed. On another note in regards to water. The protest period for the new well has ended and there were five letters of protest that were

filed. The State of Utah will now set up a public meeting, most likely in December, for them to voice their concerns.

BRAD: Just to clarify, this is just to do with the point of diversion of the well not with the actual well itself.

JEFF: I don't have much this evening but I do have an update on the cemetery software. This project is going to go into the first part of next year. We might actually hold off and do a presentation in the spring at the cemetery when the weather is nice. We will take the winter to finalize all of the information. We are still working on the Veteran's list and looking to get it updated as it is much easier to enter the info now rather than modify it later. Chris would have to manually enter all of the updates and that would be time consuming so it is best to do it now. I really want to have a thorough record of the Veteran's.

BRAD: I am not sure if you are aware but there is a non-profit group up there at the cemetery doing some picture taking of each grave stone. I mentioned to them that we have already done it and they really did not care. They said they are doing it for genealogy reasons.

JEFF: The district is registered with the State but nothing is currently on the site. We will send our info to the State of Utah when it is on-line so they can put our link on their website. I did not know that someone was up there doing that right now. Our records will be the main record no matter what anyone else does. If there is an issue or something is wrong it will be referred back to us to correct or double check. Our record trumps anything done by anyone else.

JUSTIN: I would like to comment on the condition of the cemetery. I don't think it has ever looked better. It is well kept and improvements are being constantly made. I recently attended a funeral in Farmington, a couple of blocks east of Lagoon and that cemetery is in very poor condition. All of the in-ground headstones are overgrown with grass and covered with grass clippings and cannot even be seen or read. I thank Richie (Peterson), Justin (Gilbert), Gordon (Chase) and everyone else for the work they do there.

JEFF: We are also using some sand to build up some low areas. It is a five to ten year process but by adding an inch or two a year we won't kill the existing grass and can build it up over time. It would be nice to level out some of those areas.

JUSTIN: For those that don't know, there has been a significant amount of roadwork completed recently as well.

TUCKER: In regards to Planning & Zoning we are currently well staffed and will be for sometime unless something unforeseen happens. The training will finish up next month and I want to thank Marlowe for lining it up as it has been very beneficial. I don't have much else this evening as I am still in the learning phase. I would like to thank the Council, Mayor and all of the City employees for helping to show me things and understand the process. I appreciate all of the help.

MAYOR: We are glad to have you on the Council and appreciate your service to the community.

TERRIE: This Saturday is the last weekend for the Harvest Market. There will be pizza and a live band, it will be a fun thing.

PAUL: Three concrete pads will be poured at the new nature park. There will be two single picnic tables and one double table. The foundation for the restroom will be dug tomorrow as well. Progress is being made on the park. There is some concern regarding safety and I think it is appropriate that we look into possibly getting a street light at 300 East 300 South, funds permitting. That is a relatively quiet area but with the hill and curved road and being so dark it could be dangerous. Darek is going to see about the possibility of using the power from the horse arena across the road for the nature park. Weather permitting the restroom will start to get worked on.

DAREK: I think it realistically will be Spring before things are complete.

PAUL: It is a fairly small job and I hope it can be completed this Fall.

SCOTT: I would hope that we don't have to expose any culinary water lines this late in the year.

PAUL: The Lions Club has committed to install the fencing if we choose to have a fence. We might not be able to get the tables until spring but progress is being made. Significant improvements are being made to that area.

MAYOR'S REPORT

MAYOR: I am going to turn some time over to Darek to discuss the water model review that was conducted in regards to the proposed warehouse at the WDCI plant.

DAREK: I have been asked by the Council to review the water model in regards to fire protection for the proposed warehouse at the WDCI building.

****Darek Kimball from J-U-B Engineers, Inc. read the letter addressed to Council member Brad Jensen in regards to the findings of the water model review and a copy of that letter is included at the end of these minutes.****

DAREK: In summary the existing system cannot provide the required fire flow at 600 West Main Street but can provide it on 200 South 600 West. In order to provide fire flow at 600 West Main in the existing system, the pipe between 400 West and 600 West will need to be upsized to an eight inch minimum or make a connection between Main Street and 200 South. When the PRV's are installed, neither location is able to provide fire flow under existing conditions without the connection. The Master Plan and the requirements for additional hydrants will necessitate the installation of an eight inch line between Main Street and the 200 South loop. With this connection, the existing as well as the upgraded system is able to provide adequate fire flow at all points. I recommend that the City require the project proponent construct an eight inch water line connection from 200 South to Main Street, with the proper number of fire hydrants to meet the spacing requirements of the Fire District.

PAUL: How do we guarantee that the items in your letter get done?

DAREK: That is the responsibility of the applicant and he would have to pay, that is his responsibility.

BRAD: We are basically talking about Project U4 on our culinary water system upgrade project list.

PAUL: Just for a point of clarification. A business owner comes in and wants to make improvements on his land but the water model shows that some system changes are needed then what happens when these stresses affect the system?

DAREK: If there was not adequate flow then it would be up to the developer to pay the cost to upgrade the system. There could be future development issues and honestly I thought the line would need to be upgraded but it passes barely.

TUCKER: What is the flow based on?

DAREK: On the sprinklers and the type of building. Originally the applicant was required to have 5,000 gallons per minute available for four hours but they reviewed it again and will allow for 2,350 gallons per minute for two hours. It would drain our current system if the wells and current tank were off.

BRAD: The water model proposal that is being discussed tonight was paid for by the developer?

DAREK: Yes.

BRAD: This proposal and finding is for a warehouse facility only?

DAREK: Yes.

BRAD: If the business changes then this information would change?

DAREK: Yes. There are certain demands per acre for industrial and commercial use. Also, the peak info from the day as well. If there is large demand then things could change.

BRAD: If the business is changed from a warehouse facility to something else then a different water model would be needed?

DAREK: Yes. Also, the system is designed to the pressure in that area.

JUSTIN: So if the proposed use of the building changes then they would need to start over?

MAYOR: Yes. The developer has a copy of the letter that Darek read as well. Terrie will be on the radio tomorrow morning about the RAPZ tax issue. There are going to be three or four people from the local communities on the Jenny Christensen show at about 9:00 A.M. Marlowe, please ask Judge Funk to come in next month since he was not here this evening. Justin, Marlowe and myself met with Dr. Gary Gibbons in regards to the final balance that is due on the well that was purchased from the Gibbons/Skabelund family. The original purchase price was for around \$1,300,000 and there is a balance due of approximately \$659,500. The final payment was due in September of this year. The seller sent us a reminder letter in the Spring time but we did not receive it. We met with him and had a really good meeting. We issued him a proposal. There are actually two parties involved and both parties are owed around \$330,000 to satisfy the entire contract. One of the parties has some legal issues of who gets paid and until that is resolved we won't be resolving the balance due on that portion. Dr. Gibbons would like to be paid a portion now and then the balance when the final approval numbers come in from the state on the well. He would like to be paid \$200,000 now and the balance when the final figure is determined.

A motion to approve the payment of \$200,000.00 to VON Investments Limited/ Gary Gibbons as a principal payment on the Gibbons/Skabelund well purchase was made by Jeff, seconded by Paul and the vote was unanimous.

JUSTIN: Just to clarify, there were approximately three years where interest was paid and then the last three years or so have been interest free.

MAYOR: November 20th is our next scheduled Council meeting.

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

A.A. Hudson	2907.00
Advanced Heating	97.50
Aflac	178.38
Allen Rock	443.36
Allied Insurance	118.00
Al's Trophies	47.43
Bear River Health	40.00
Beazer	55.00
Brent Webb Excavating	210.00
Cache Chemical	408.72
Cardwell	1280.30
Center Point Large Print	30.30
Century Link	322.39
Chemtech Ford	572.00
Coats	108.35
Coca Cola	292.05
Denny's	34.99
Div of Water Quality	500.00
Electrical Wholesale	164.73
Gall's	107.95
Gordon's Glass	140.00
Hall's	192.88
Highsmith	93.10
Industrial Tool	163.75
Intermountain Farmers	425.98
Intermountain Hydraulics	251.16
Intermountain Work Med	65.00
IPACO	51.40
Larsen Asphalt	4006.60
LD's	29.50
Lee's	132.67
Lewiston City	2700.44
Librarians Book Express	33.90
Lloyd Facer	160.00
Maverik	1108.08
MicroMarketing	147.99
Nextel	301.95
North American Salt	7140.17
North Cache Vet	328.72
Oldcastle	4995.06

Olson & Hoggan	4734.00
Ovivo	267.07
Parsons	52383.50
PEHP	135.48
Peterson Plumbing	43.88
Pitcher Propane	36.25
Pitcher Sales	77.95
Pizza Villa	60.83
Postmaster	156.00
Randy's	32.95
Rocky Mountain Power	7045.23
Safety Supply	193.14
Smithfield Auto	40.71
Smithfield Imp	347.38
Sprinkler Supply	86.02
Square One	169.00
Staples	11.49
Symbiotics	213.90
Tamara Hardy	31.96
Thatcher	1019.60
The Home Depot	25.06
Twin D	21475.69
UASD	65.00
UEN	172.49
Vickie Jenson	25.00
Visa	2482.43
Weidner	194.06
Wheeler	1806.50
Wright Express	123.21

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

Adjournment at 8:10 P.M.

Michael E. Hall, Mayor

Justin B. Lewis, Recorder