

RICHMOND CITY COUNCIL

JANUARY 21, 2014

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, January 21, 2014. The meeting began at 7:00 P.M., Mayor Michael Hall was in the chair. The opening remarks were made by Jeff Young.

The following Council members were in attendance: Brad Jensen, Paul Erickson, Cheryl Peck, Jeff Young and Tucker Thatcher.

A motion to approve the December 17, 2013 City Council meeting minutes was made by Paul, seconded by Jeff and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

PRE-LEGISLATIVE DISCUSSION WITH THE CITY COUNCIL AND REPRESENTATIVE JACK DRAXLER

MAYOR: I appreciate Representative Draxler coming before us tonight to discuss our concerns before the upcoming legislative session.

JACK DRAXLER: I appreciate being able to come before you this evening and want to thank you for your service. I had been a Mayor and I know what it is like to be a City Council member. There are many commitments that you make including giving up your time but you do it because you care about the community and want to make it the best place to be. This year I am going to the local city councils to see what issues are important to you and what I can help with. The next legislative session is coming up and the Utah League of Cities and Towns does a good job. There are things that they might not be able to help with and I hope you consider me the go to for those types of things. I enjoy working with Mayor Hall as I hear from him on occasion. I value being your Representative. I represent District 3 which goes from North Logan to the Idaho border. The district also includes the north western part of Logan City as well. One thing to be careful of in the upcoming session is proposed House Bill 225. This bill would prohibit business licenses being required for businesses that have revenues of under \$250,000 per year. I want to get your viewpoint as I don't think it is a good policy. I want to protect small business and there is a very strong bias in the Legislature for small business. This bill would make it really difficult to look out for the local citizens. Currently, if there is a person in a neighborhood working on vehicles in their garage as a livelihood they would need to get a license. The goal is not to be oppressive or expensive. The City needs to know what is going on. The neighbors can be impacted by the visual effect, as well as noise of the comings and goings of vehicles. The rest of the neighborhood can be impacted. I have a home occupation license myself. It is expected in a case like this that there won't be 10 to 12 vehicles there at once and that the operation will be under normal business hours. The neighbors should not even know that a business is being run there. It can work great. There are several communities worried about this proposed bill.

JEFF: How did this bill originate? What was the logic behind it?

JACK: There are some representatives that I know how they sponsor bills and how they will vote. They are good people but they want to be a champion for small business, possibly. The gentleman that sponsored this bill is from Utah County and it appears he thinks he is helping small business with this bill. It might save a business \$25 a year but there are some negative unintended consequences and the communities are concerned. I don't know much else about his motive behind the bill.

BRAD: There are certain concerns that we always have as a Council. What is going on at the business? Are there chemicals that can infiltrate our sewer system? Are there traffic concerns? We have a volunteer Fire Department and it is essential we know what is going on at these locations so that we can respond appropriately.

JACK: Your Fire Department does need to know what they are getting into, I agree. Chemicals, oil and wood all burn differently.

CHERYL: I appreciate being able to come before the Council to get a business license. We did not understand the City ordinances when we moved here. We were able to find out about what types of signs were allowed. It was helpful to become informed. We have had businesses in Logan and Pocatello. It was very hard to get licensed in Logan. Richmond was great to work with. I appreciated the input we were given to help us out.

JACK: Most communities want to be business friendly. They want to promote local business and work with the people. The City wants to say here are some standards and guidelines and it can be a good relationship for both parties.

MAYOR: Having people come before the Council gives us a good opportunity to see what is going on. It opens up an avenue so we can see if there is going to be infiltration into our sewer system. If this bill passes we would not be able to control what goes into the system or even know where it came from. There are some potential safety issues as well.

JEFF: \$250,000 is a high amount for small businesses.

CHERYL: How would the revenues be monitored?

PAUL: There would be guidelines of how it is monitored. Property owners have property rights but they also need to be courteous and have respect. This bill is a big concern, it takes away the ability of the Council to impose restrictions to protect the surrounding neighbors. The vast majority of small businesses will be under \$250,000 in yearly revenues. There is more to this bill than just being business friendly.

CHERYL: What would happen if one year there were revenues of \$250,000 and the next year there were not? Would you only have a license for one year?

JACK: There would be set guidelines. I would suggest you contact the League of Cities and Towns and give them your input. I have a good relationship with members of the House and Senate. The League needs to approach the bill sponsor with their concerns as well. I am not

sure if the bill sponsor is trying to help someone or if he had a bad experience in the past. It is hard to get people to look at the future, most only look at today.

CHERYL: Business licenses are not required are in Pocatello.

MAYOR: What are the other hot topics this year? Any that will affect the City?

JACK: Same sex marriage will be a big discussion. The State is appealing the decision and it will go to the Denver court and I think regardless of the outcome, will go to the Supreme Court. I have some concerns. No matter your stance on the issue, I don't want to see a religious leader being forced to perform a marriage they are morally against. I have heard concerns from Municipal leaders stating what if someone comes to me and I don't want to do it because of my values? There needs to be legislation to protect those core values. There may be legislation to protect businesses as well. Photographers and bakers have been prosecuted for discrimination as it is against their values. I am for all rights but it goes both ways, everyone has to be protected.

PAUL: Do you foresee or think it is possible that there will be a requirement that people wanting to hold public office will be required to do these certain types of things as part of them being in public office?

JACK: I don't know. I am not sure where it stops or how far it broadens out. I have some concerns and I think the mood of the Legislature will be to prevent these types of things. It should not be a test to whether or not you can serve. I am not sure the long term consequences of where this is going. I personally support the appeal. It will be up to the Legislature to finance the appeal which could be in the millions. The funds could be used for other projects but if it is important to the residents we will do it. The budget is always an issue. Class C Road Funds are down and we need to find a way not to just maintain roads but to build new roads. Class A for the State and Class B for counties are down as well. There is a lot of infrastructure that is not being maintained as it should be. There are a few different proposals but there is talk that any tax increase won't pass this year as it is an election year. One option is a gas tax increase. Another option would be indexing the fuel tax and the third option would be a local option sales tax for road maintenance. I don't know if any of them will fly. I favor the indexing being based on inflation and not on the price of oil. There are other things that are tied to the price index. The Utah retirement programs is based this way and we have a 4% cap per year and I would like to see the gas tax the same way. I think there will be some resistance and there might be resistance to all of the proposals. What are we going to do? I don't want to see us kick this down the road another year. I hope we don't. Senator Hillyard thinks it is going to be pushed to next year.

PAUL: I have been over roads since I was put on the Council and we have never funded a new road with the amount of money we are given. Even with interlocal agreements and local contractors giving us a good price we still cannot do it. We are very grateful for the funds that we do receive. Virtually 100% of our funds are for maintenance. For our size of city there is not much of an option but for maintenance.

JACK: Of the three options is there one you prefer?

BRAD: There is an elephant on both sides of this issue. People want more efficient cars that use less gas and the government is recommending carpooling and that all means less gas consumption which in turn means less road funds are being collected.

PAUL: I think indexing makes the most sense.

MAYOR: I agree.

TUCKER: I want the increase tied to inflation not to oil. Crude oil prices are very volatile.

PAUL: It was really good to have you here this evening. I would hope you would be willing to come back another time.

JACK: I would come back anytime.

BRAD: The water and sewer mandates have really stretched us thin on our budget.

JACK: There are State mandates that have come back from the Feds. In Utah, the EPA requires the State to administer the programs. The State does what the Feds say. I think it is time to kick back.

JEFF: In Franklin, they are having to spend money on a sewer system that is already adequate but does not meet EPA guidelines.

JACK: The Feds need to look at the Constitution and read the 10th amendment that talks about State's Rights. Some states have given up some of their rights in a trade for federal funding. The Feds give money for roads, schools and health insurance to name a few things but there are always strings attached. I think the State of Utah and others need to get together and start to push back. I think the Feds have gone too far, way too far, and it is time to bring it back. The EPA and FDA are very powerful. I recall an issue with Casper's Ice Cream and the FDA. Casper's ordered some peanuts from a company and the peanuts in one plant were contaminated but the peanuts from another plant in a different state tested good but the FDA still made them destroy them all. It was around \$300,000 to \$400,000 worth of peanuts. The FDA even followed them to the dump site to make sure they disposed of them. This happened around two or three years ago. All indications are that people want to start asserting state's rights. Thank you for your time.

MAYOR: Thank you. You are a good Representative.

PUBLIC HEARING TO ADJUST THE FISCAL YEAR 2014 BUDGET

A motion to close the regular Council meeting and open the Public Hearing at 7:31 P.M. was made by Jeff, seconded by Paul and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

JUSTIN: I am proposing additions to the General Fund Revenues and Expenses in the amount of \$147,636. This is our annual mid-year budget adjustments. The main increases to revenues is from the donation to the Library of \$70,703, the sewer and water funds paying the general fund their 1/3 each of some of the new equipment purchased like the welder and GPS unit. The other big increase to revenues is from the grant of \$49,765 for the mapping around the high pressure gas line on the highway. We don't budget any income for the Fire Departments' fires as it is an unknown and this year we received over \$10,000 for fighting fires. The biggest additions to the expense side in the General Fund is the addition of \$65,000 for the Library building renovation project. We purchased a copy machine for \$5,859 and received an audio video grant for the Court for \$1,000. There is \$52,765 being included for the GIS mapping project, \$5,231 for the portable welder and \$4,500 for the used GPS unit. At this point I am only allocating an additional \$1,376 to the Fire Department, \$43 to the EMT Department and \$118 the Library department. The increases to the Water Enterprise Fund Revenues are for impact fees and connection fees in the amount of \$61,461. We don't budget any amount in this line item for the year as it is an unknown and then we utilize the funds when they are received. The proposed increase to the Sewer Enterprise Fund Revenues is for \$65,500 which is for impact fees as well. The main increases to expenses are for an increase to the utilities, maintenance and then the water fund portion of the new equipment that has been purchased. Proposed increases to the sewer fund expenses are for supplies, waste water sample testing and supplies. Both Richmond and Lewiston agreed to increase their yearly contribution to the Cub River Sports Complex from \$7,500 to \$10,000 per year so I have included the additional \$2,500 increase as the original budget was \$7,500. There were also \$400 worth of Use Fees and interest collected at the sports complex and I have included those amounts as well. The long term goal is to hopefully be able to set aside \$1,500 to \$2,500 per year as a reserve in the sports complex fund.

There were not any resident comments.

A motion to close the Public Hearing and reopen the regular Council meeting at 7:37 P.M. was made by Paul, seconded by Jeff and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

A motion to approve the following adjustments to the budget for the period of July 1, 2013 through June 30, 2014 was made by Tucker, seconded by Cheryl and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

BUDGET ADJUSTMENTS

GENERAL FUND

REVENUE \$ 147,636

EXPENSES

ADMINISTRATION \$ 825
 BUILDING \$ 68,523
 PUBLIC SAFETY \$ 2,832
 STREETS \$ 69,924
 PARKS \$ 1,495
 FIRE DEPT \$ 1,376
 EMT \$ 43
 LIBRARY \$ 118
 TO CUB RIVER SPORTS \$ 2,500
 \$ 147,636

WATER ENTERPRISE FUND

REVENUE \$ 61,461
 EXPENSE \$ 16,737

SEWER ENTERPRISE FUND

REVENUE \$ 65,500
 EXPENSE \$ 34,484

CUB RIVER SPECIAL REVENUE FUND

REVENUE \$ 2,900
 EXPENSE \$ 2,900

CAPITAL PROJECTS FUND

EXPENSE \$ 352

FIRE AND EMT QUARTERLY REPORT

LYLE BAIR: I have been to a Fire Chief meeting and a meeting in Logan so I am sorry I am late. Last year's calls were right around 100. There were 66 or 68 EMS calls and the rest were

fire related. That was for the calendar year 2013. Currently, there are several people training and Katie is training in EMS. One person is training in hazardous material awareness.

MAYOR: Any staffing or equipment needs?

LYLE: Always can use more help.

BRAD: How many total volunteers are there in the Department?

LYLE: Sixteen.

BRAD: It looks like 14 of them have a lot of training.

LYLE: Juston Kowalski is new and in Fire 1. Steve Smith has been with the Department for years but does not have any training. Everyone else is certified.

BRAD: Do you have everyone's email address for the Department?

LYLE: I sent you all that I had.

JEFF: I just want to say thank you for all you have done.

BRAD: We will continue to move forward to find Lyle's replacement. I will let the Department know via email after we discuss the process later in this meeting and then I can send out all the details of the selection process.

BUSINESS LICENSE

GETTIN' STOKED OUTDOORS, LLC

JUSTIN: I am here this evening to represent Cody Stokes. Gettin' Stoked Outdoors is a TV show that is airing on the Hunt Channel. There are revenues that are received from sponsors for advertising and we need to get the business set up properly and have a business license. There are not any chemicals. All of the editing is done in Irwin, Idaho and there will not be any foot traffic.

JEFF: I need to state that Cody is my brother-in-law and I don't see a conflict on this issue and will vote.

A motion to approve the business license request for Gettin' Stoked Outdoors, LLC / Cody Stokes was made by Paul, seconded by Brad and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

CACHE KARATE

MAYOR: Leslie Judd owns Cache Karate, she currently has a business license and is requesting a change of address and venue.

LESLIE JUDD: Currently, I have been operating in a building on 800 South State Street. The business has outgrown that property and we have purchased a new place at 253 South 200 West that was owned by the Coburn family. It is a bigger building, I will be doubling our space.

CHERYL: What about the house on the property?

LESLIE: We purchased the entire property. We own the house and the shed. My sister is residing in the home.

MAYOR: How is the building accessed? All from the highway or is there access from the back?

LESLIE: Only from the highway. We are going to make the driveway wide enough for two cars to pass each other. There is a portion of a shed that will be removed by the Roland Anderson property. There will be lots of room for parking and the ability to turn around to exit.

PAUL: My only concern is the ingress and egress coming in and out. Advise people to please be careful. A gravel road leading onto the highway is a concern.

LESLIE: Hopefully we can work with the parents and make the driveway as wide as possible.

CHERYL: Is there room for emergency vehicles? Ambulances?

LESLIE: I don't see that being a problem. It is very narrow currently and we will widen it.

JEFF: Is there access from the cul-de-sac to the south?

MARLOWE: There is a building lot owned by Rod Anderson but it is not an access area to Leslie's building.

MAYOR: When will you be teaching classes?

LESLIE: Currently, only on Monday and Wednesday. I hope to add Tuesday and Thursday. Usually, the classes are from around 4:00 P.M. to 8:00 P.M. Possibly some Saturday mornings.

CHERYL: Is the building heated?

LESLIE: We are in the process of getting a line run and changing how it will be heated.

MAYOR: All of the utilities to the shed are run from the home?

LESLIE: Yes, that is correct.

A motion to approve the request by Cache Karate / Leslie Judd to change the business location to 253 South 200 West was made by Paul, seconded by Jeff and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

CACHE VALLEY UNPLUGGED DISCUSSION

MAYOR: Mayor Stephanie Miller of Hyrum and Scott Bennett, City Recorder for North Logan, are here this evening to discuss a new program they are proposing throughout the valley.

SCOTT BENNETT: Stephanie is wanting to get out to all of the local cities and have them join together in a program that gets kids out of the house and away from video games for the summer. This program works and was started in Heber Valley last summer. There were 6,000 kids from Kindergarten through 8th grade in that area. They had hoped to pass out 10,000 brag tags as local businesses sponsor the tags. Children do certain items and then the child goes to the business to collect the tag. They gave out 65,000 tags last year and had originally only planned on 10,000. It was very popular and presented at the League meetings last fall and that is how we heard about it. Hyrum and North Logan are both on board. The cost of the program is around \$3,500 to set up the website and other things. Plus, we need information to get to the parents to explain what the program is and what we are trying to accomplish. The maximum cost to each local city would be \$500. The more the cities we can get on board the cheaper the cost.

JEFF: So the \$3,500 will be divided equally between all of the communities that participate?

SCOTT: Yes.

MAYOR: Is this a one-time fee?

SCOTT: Yes.

CHERYL: What is the \$500 being used for?

SCOTT: To help buy the tags. Businesses can decide if they want to have an activity or just be a sponsor. Larger businesses will want more tags. Doctor offices and dentist offices might just want to have a one-time event as they don't want foot traffic on a daily basis. There were 2,250 tags given away by the Sheriff Office in that area.

CHERYL: What happens to the leftover tags?

SCOTT: They can be used the following year.

STEPHANIE MILLER: The program will probably take about three to five years to play out. Most businesses see about a 400% increase in foot traffic. It is a great program for local business. Smith's Marketplace wants to do ice blocking for its activity. Kids can buy a block of ice for a discount and purchase the block for \$1.00.

CHERYL: Is there any liability to the business?

STEPHANIE: I don't know. That is a good question.

SCOTT: Heber did not have any issues.

STEPHANIE: In Hyrum, we are going to tie the program into our summer reading program. The funds for the project will come from the summer program.

JEFF: For example, a kid could go into LD's Café and his task could be to name the food groups on a plate, if the kid could then they would get a token?

STEPHANIE: I guess they could do it that way. We are trying to see who is on board as we need to get a contract done by February 1st and want to include everyone that wants to be involved. The group would then meet the second week of February. Each city would have a representative. The Cache County School District is on board with the program as well. They are going to let some of the youth councils make presentations in the schools in May.

SCOTT: Businesses can also go to the website and sponsor a certain tag.

CHERYL: If Richmond participates we would want to use local businesses.

TUCKER: Who does all the leg work in each city?

SCOTT: Someone from your city would have too. All students will get a lanyard to keep their tokens on. We are considering doing an insert in *Home Town Value* magazine as well.

CHERYL: What happens if a kid loses the tags?

STEPHANIE: We will have extra tags available at the city for circumstances like that. We want to give local businesses the first opportunity to participate before going to businesses outside of the community.

JEFF: I think it is a fun concept. I know my nine and seven year old boys would do it.

MAYOR: When do you need a representative of the City by?

STEPHANIE: February 13th.

SCOTT: I will let you know the location, hopefully, in North Logan.

STEPHANIE: The contract has to be started in February if you are interested.

SCOTT: The leftover business spots would go to Logan businesses.

STEPHANIE: Some older residents that did not have many visitors even sponsored an activity to generate some traffic at their home.

JEFF: I would want our Youth Council to help out.

SCOTT: Originally, we considered 101 activities valley wide or 101 activities in the north end and 101 activities in the south end.

CHERYL: Is the \$3,500 just for this year? Will that amount vary?

STEPHANIE: I am guessing each city will pay \$300 to \$400 this year. Hyrum, North Logan, Wellsville, Mendon and Hyde Park are all committed. I am meeting with Smithfield tomorrow night. I am hoping to contact Lewiston and get them involved.

SCOTT: I know some of the participating Library Directors are going to work together for a valley wide summer reading program.

JOHN DREW: I am a member of the Providence City Council. A Heber City Council member got the idea from back east as after the Sandy Hook incident they wanted to find a way to keep kids busy and away from electronic toys. The tags will be a status symbol for the kids and it will keep the kids busy. The most successful tag area was the police department. They did two things, they allowed the officers to hand out tags for good deeds and they allowed the officer an hour per day to go to local businesses to help the program. Foot traffic will happen with this program.

SCOTT: In Heber, they had more businesses wanting to participate than room in the program.

BRAD: Who will administer the program?

STEPHANIE: It is being issued through an attorney, Corbin, but I don't recall his last name. We are paying a business to be the program administrator.

SCOTT: We have reserved the name "Cache Unplugged" and "Cache Valley Unplugged".

STEPHANIE: Originally, I was only thinking of presenting the program to the cities in the south end of the valley this year but it has really taken off.

MAYOR: We will discuss later and make a decision.

CONTINUED REPORT ON THE DEVELOPMENT OF IMPACT FEES FOR WATER AND SEWER IN RICHMOND FOR THE FORTHCOMING FIVE YEARS.

MAYOR: Emily Sim has got the analysis completed with the exception of just a couple of questions and she did not need to be here this evening. Once those questions have been answered she will bring in the analysis for review.

DAREK: The third draft is now available for review. There was a question that Emily had on the 1993 upgrades and the water tank in that project. Emily thought there was some capacity left but there is not any left. That item will be fixed in the report. The ERU's for the MBR plant versus the infrastructure need to be revised. We need to get a better grasp on the ERU's. We are going to look at the treatment as a flow issue. The waste water plan shows the plant has been at capacity on occasion and that has been proven. Right now there are 1,316 ERU's being used but I need to get a realistic system wide number. Right now we have taken out any improvement projects and will put that burden on the development as it occurs. The north end is limited in remaining capacity. There are only a few hundred ERU's left in the north end and less than that in the south end. There will be a point where we will run out of capacity and one more home won't be possible to add onto the system. Emily needed some of these items addressed and I asked her to wait to come to the Council until the final analysis is done. What is the thought of the Council on the improvement projects? Put them in? Leave them out?

BRAD: I don't like the idea of all the burden being put on for example the 101st home. One hundred homes we have capacity but 101 we don't and that person would be responsible to upgrade the system for just one home. Putting the project into the plan puts us under the six year rule to get it done. I don't want to tell one homeowner, sorry, you have to spend \$200,000 to add capacity to the system. It won't work that way. I think we need to put the known deficiencies into the impact fee schedule.

MAYOR: I agree.

DAREK: It would be better long term to do that. If we are creeping up on the six year mark then possibly the City could fund the balance of the project.

BRAD: I have issues on the 200 West project. I don't see big growth on the south end. I would like to see the north project put back into the analysis. The new master plan shows all the growth to the north and east.

DAREK: The analysis can be redone at any time if there is significant development and things change.

BRAD: Right now we are looking to analyze again in five years and I propose we put the north end project back into the analysis.

PAUL: I agree but want to see what that does to the impact fee.

JEFF: I agree.

BRAD: I don't like the idea of bonding for developer improvements.

JEFF: I still hold to my opinion that after seeing what the recent Council has gone through over the last several years with water and sewer projects that we inherited projects that had just been pushed back and pushed back again from Council to Council. The projects we have dealt with could no longer be put off. It is my opinion that we cannot push everything to the next Council. I agree with Brad's insight. We are fine today but Brad is looking down the road.

DAREK: There is a new subdivision that is being proposed and it is 40 plus homes.

JEFF: These are hard decisions that have to be made.

BRAD: The sewer model shows the deficiency. We did not have that information the last time the impact fees were reviewed. The City does not have a collection system impact fee.

PAUL: Knowing the number of possible upcoming new units, the stress it will cause on the system and that we know where the issue will be. I think it is very reasonable and fair to include the project in the analysis.

BRAD: The current citizens keep saying we are paying and paying again for all of these projects.

PAUL: The developer needs to pay the cost.

TUCKER: Adding 40 plus more homes will raise substantial impact fees to help pay for this project.

DAREK: I will have Emily add the project back into the analysis.

TUCKER: Is it possible to break the project into phases?

DAREK: There are proposed projects on both the north and south and there is a priority list as well. The main problem is on the north system.

BRAD: There are two projects and one is crucial. There are two projects and we have chosen to address one of them. One needs to be completed in the near future and the other one is a long term project.

DAREK: The one under the railroad track is immediate.

MAYOR: Let's factor in the north project and look at the numbers at that time.

BRAD: Are there any questions on the water side we need to address?

DAREK: Emily had a question on the 1993 storage tank which I will address with her. The current estimate is \$3,791 for the water impact fee.

BRAD: In the current analysis why the big change in the yearly fee?

DAREK: There are some factors like inflation and a yearly discount rate. The fee is always adjusted yearly.

JEFF: I think that Brad, Darek and Emily can address the questions and after they have been answered then come back to the Council with the final analysis.

BRAD: The current fees are still intact and there is not a need to rush to replace them.

DAREK: They just remain flat right now until a new analysis is done.

CHERYL: What are the current fees?

JUSTIN: The current water impact fee is \$4,401 and the sewer impact fee is \$5,500.

DAREK: I will meet with the Mayor and Brad to finalize our discussion and get the information to Emily. I needed input from the Council this evening on the future projects portion of the analysis.

BRAD: We have decided all of the pertinent information now and can work on finalizing the analysis.

DISCUSSION ON A CITY WIDE COMMUNICATION SYSTEM WITH A POSSIBLE VOTE TO ACCEPT.

MAYOR: This is a continued discussion on the Parlant system. We had a few questions and asked Justin to get with their representative to get some answers.

JUSTIN: Just for your information, Parlant is changing the name of the system to Cloudspeaker. Parlant is involved in several different projects and has decided to move this project onto its own platform. I talked to Jared and they are willing to sign a one, three or five year price lock agreement. I also clarified what happens with voicemails when a phone number is listed as a cell phone. The only time that cell phones will receive voicemails is when the system is activated as an emergency situation other than that, voicemails only go to what is listed as the home phone.

PAUL: I think the program is a good value.

JEFF: There are several options for gathering the information as well.

JUSTIN: My biggest concern and the most time consuming part of the entire program set up is getting the original information into the database. There are some options but it could be possible to work with some of the local faith based groups on the data collection.

JEFF: How we collect the data is crucial. There are several options that we can consider and look at.

JUSTIN: The system will allow for messages to be sent via email, text message and voice message.

CHERYL: Are we worried about the emails being delivered to a spam folder?

JEFF: I am for the program. The way the system is designed is so that going to a spam folder is not very likely.

MARLOWE: What happens with people moving in and moving out?

JUSTIN: When people terminate their service we just log onto the system and remove them from the database.

JEFF: There are going to be about 750 accounts that will be set up. I think 500-600 of them will be very standard as they won't be moving or changing their information very often. We don't have a lot of apartments so people moving in and out won't be much of an issue.

JUSTIN: What contract length would you like to consider?

BRAD: I am for the three or five year.

JEFF: I like the three year option.

A motion to approve the contract with Parlant Technology for the purchase of a City wide communication system for a period of three years was made by Brad, seconded by Jeff and the vote was unanimous.

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

FINANCIAL REPORT

JUSTIN: I have changed the look of the income statement and would like you thoughts on this change. In the past, I have showed the current month information as well as the year-to-date information. The problem was that the year-to-date was divided over 12 months. This new form would show the total budget allocation for the year and the total amount received to this point. For example, our budget for the entire year in property taxes is \$102,821 and to this point we have received \$63,279 which equates to 61.54% of the total for the year. We have received our yearly allocation from the interlocal agreement for the ambulance service which totaled \$2,593 this year. The allocation for the Fire Department was \$4,570 and had been received as well. Line Item 4288, Subcontractor Services, is the monthly payment to the Collins. The City pays \$2,000 per month and the cemetery pays \$1,333.33 per month per the agreement. The Building Fund will pay the fee for December through March and then the Parks Fund for April through June. Line Item 4331, Countywide Planning, is our yearly assessment we pay to Cache County and it was \$1,885.50 this year. Line 4434, Miscellaneous Services, in the amount of \$2,916 is paying the subcontractors that worked at the City waste bins for the last several months. Line Item 4483, GPS Unit, in the amount of \$4,510 was for the purchase of the used GPS unit we purchased to help complete the work for the high pressure gas line grant. I submitted RAPZ tax reimbursement requests for the project at Cub River and the City nature park and the County processed them quickly and we have received the reimbursement requests. The annual water bond loan payments were made in December and the interest paid on the loans is reflected in

Line Items 5182 and 5183. The interest paid for July through December is \$1,418 and \$386 respectively on the two loans. The sewer project PTIF account has a remaining balance of \$425,838 which is the remaining funds for the grit removal system.

MARLOWE: I am submitting another payment request in the amount of approximately \$191,000 on that project this week.

JUSTIN: There are \$2,581,185 in remaining funds in the water tank project PTIF account. These funds will be used to pay for the well drilling project, well house and the remaining project expenses.

MARLOWE: I submitted a request for a reimbursement for about \$55,000 from the DWQ from past engineering fees and we have received those funds.

CHERYL: How do we pay for overages on some of the specific line items that are over budget?

JUSTIN: We make the budget in May and June of each year and it is based on historical trends, estimates and known data of what we know we will receive and pay. So far this year we have received more than I expected to this point in sales tax revenue so I have adjusted that amount for the remaining six months of the year. We originally budgeted \$6,200 for the purchase of a new furnace and air conditioning unit for this building. The actual price was \$5,600 so the \$600 we saved is being allocated to another line item.

MAYOR: The Council has always been conservative and we always budget on the low side of things and that has allowed us to make up for some of the short falls later in the year.

COUNCIL MEMBER REPORTS

BRAD: The flow from our springs is always historically the lowest in February of each year. We hope to keep the reservoir on the top side.

DAREK: The flow from the springs right now is only 363 gallons per minute which is very low.

BRAD: We need some snow.

PAUL: Can the pump be kicked on if needed?

BRAD: Yes.

PAUL: I would assume less water is consumed in February as well?

BRAD: We are already two million gallons ahead of last year at this time. The well project is underway and going as planned. The project should be about a month from start to completion and the project is currently on schedule. After the ground thaws, the building around the well structure will be built. At that point we will have the land reappraised to help finish up our obligation on the land purchase. I hope this project is wrapped up this budget year. The well

building is quite small. The well will be able to be operated by an automated system as well as a smart phone device. The Mayor and myself have been working on water and sewer projects for the last eight years. The waste water project is on schedule. There have been a couple of hiccups as some of the dimensions on the building were missed and there will be a cost adjustment by the contractor there. We are currently working with the building engineer on that issue. Most of the parts are onsite to assemble the grit removal system. Hopefully, that project will be completed this budget year as well. This project will greatly protect the MBR plant. Solids will no longer get through to the membranes. Sand will be taken out of the system before it gets to the filters. Currently, the filters and pumps are backing up with grit. Maintenance hours should be reduced when the grit removal system is in place and running. It is a great project. There were five proposed projects and this is the only one we could afford. There are still some other projects that need to be done and more insulation still needs to be removed. The insulation issue will be handled by our workers. Surprisingly, heating costs have not gone up since some of the old insulation was removed from the ceiling. We have been lucky in the past and not had many repairs but as the plant ages we will start to see things arise. These will be budgeted expenses as they are part of our yearly O&M costs.

MAYOR: We are just buying our first set of new filters.

DAREK: Normally, the filters only last three years on average. It is the nature of the beast. It is just like a car, the car has tires and they wear out and require maintenance.

MAYOR: We got six years out of the filters and had hoped to get three. The grit removal will help with the longevity of the filters as well.

BRAD: Since we have a screw press that allows us to discharge into Pond #1 that allows us to continue the treatment process. That has allowed us to save on operating, handling and chemical costs. Bacteria action is still happening in the ponds. There is not any discharge from Pond #1. The pond might have to be dredged in a few years but that is cheaper than having to haul the waste to the landfill all these years and in the future. As some of you are aware, we have received the resignation of Fire Chief Lyle Bair. I appreciate working with Lyle. Lyle will still be a part of the Fire and EMS programs. Lyle had said from day one that when he could not do the job 100% due to other commitments he would step down and that time has come. Lyle has agreed to stay on as Chief until a replacement is found. I have asked him for a list of the training each of the members has. The Department is quite diverse and we have a well-trained volunteer group. I would propose that as a new Chief is selected that we include how certified the applicant is in the decision process. I will send out an email, once approved by the Council, to every member of the department. Anyone wanting to be chief must apply. The applicant will be required to provide a list of their training, drill attendance and a brief statement of why they should be considered for the chief position. I have talked to Lyle about some of the potential candidates and I think the best thing we can do is wait and see who applies. I want as many of the Council involved in the selection process as possible.

CHERYL: Will Lyle help with that process?

MAYOR: Yes.

JEFF: I want to attend, this hire is very important to the City and the Department.

BRAD: I will copy the Council on the correspondence as this topic progresses.

MAYOR: Cheryl will be joining in as well where she is over the EMS program.

BRAD: I hope to have the spot filled by the next Council meeting. Lyle is the first Richmond Chief that has resigned and will still be part of the Department after his resignation in a number of years. That is hard to do. We will stay within the Department guidelines and SOP's as we cannot divert from the guidelines in the hiring process unless we change them. I am not aware of any new nuisances.

MAYOR: Lyle has been a wonderful chief. The Department has been well run from both a monetary and personnel standpoint. Lyle has been a pleasure to work with.

CHERYL: Lyle gave one of my kids a tour of the Fire Station for about an hour and a half and I commend him for taking the time to do that and for how he has run the Department.

JEFF: I won't have much in regards to Black & White Days until the February meeting. I will present some drawings to the Council to review and choose which drawings they want to represent the City on the billboards this year. In regards to the GPS unit that was purchased. We tried to borrow one for this project and one could not be found. To buy a new one would cost \$7,000 to \$10,000. The GPS unit is required to help us complete the necessary work for the high pressure gas line grant. We have to mark manholes and valves and such things. If we want, I think we can sell the unit at the end of the project for what we paid for it. The computer system at the MBR plant has been upgraded. The new system will allow us to eliminate one phone bill charge per month. Millville did not plan a computer upgrade for the same grant we are working on and now they have to upgrade their computer system as an additional cost. We were already in the process of upgrading this system and won't have any additional costs. The GPS unit we purchased has the newest available software uploaded on it. We purchased the unit from Monson Engineering. A question for the Council. Would the Council like to see wireless capabilities at the Black & White Days ball diamonds for a cost of around \$200?

BRAD: I have some local wireless concerns already. I am worried about people using the wireless connection when they shouldn't be. The free access is the issue not the pass code protected access. I see people parking outside of the Library just to access the wireless internet. Some kids are doing it as well and camping out on the steps.

JEFF: I think we need to talk to the Library personnel. I know we have made changes in the City Office but I don't think changes have been made at the Library. I need to sit down with Library personnel and address some security issues. Most people at Black & White Days use the Wi-Fi as they can live feed the cattle show. Before it had to be done with pictures.

PAUL: Can you make it work?

BRAD: Would the Black & White Days committee be willing to pay for it? They are the main beneficiary.

JEFF: All of our Saturday activities would be linked to it as well. It is not a necessity and it is not a lot of money as we already have the infrastructure in place.

PAUL: I think we should ask the committee for \$200 to fund the project.

TUCKER: I think most of you are aware of the proposed White Pine Subdivision that came before the Planning Commission this month. It has received preliminary approval. There will be a public hearing on this matter at the February Planning Commission meeting. The latest layout has 41 lots as well as a drainage basin in the south west corner.

PAUL: There are going to be trees in the detention pond?

DAREK: The drawing is showing the existing trees. They will all be removed. There are still lots of details that have to be worked through.

JUSTIN: Is there going to be sidewalks inside and outside of the subdivision?

TUCKER: Most were internal there is not a sidewalk proposed on 300 East as that would be the back of those lots.

JUSTIN: The Sadler subdivision was required to put a sidewalk on the south side of 300 South for that subdivision and none of the lots were facing the road.

JEFF: The subdivision is not my concern but 300 East is a concern. There are always people running or walking on the road on 300 East as there is not a sidewalk and that is the road that accesses the City.

PAUL: It is a very narrow road.

JEFF: Exactly, and we will be adding that many more homes that will use that road.

BRAD: That is a discussion we can have with the developer in the future.

JEFF: I still think it is a legit concern.

PAUL: Subdivision or no subdivision, 300 East is still a concern and priority. We are aware of the proposed development and Norton will be reviewing with us some options on the road.

JUSTIN: Will there be a sidewalk on the south side of the road on 500 North?

DAREK: Yes, there will be a sidewalk on the south side of 500 North and on the north side of 300 North.

TUCKER: There will be a public hearing at the February Planning Commission meeting and then it will come to the Council in March.

MARLOWE: That is correct, the soonest it can come before the Council is March 18th.

PAUL: Will the subdivision have CCR's?

DAREK: No, there will not be an H.O.A. as currently proposed.

PAUL: I like the road not being straight. That gives some variation to the area.

MAYOR'S REPORT

MAYOR: Each of you have been provided with a summary of the 2013 mosquito season. Please review and contact Terrie Wierenga with any questions. For your calendar, February 6th at 7:30 P.M. will be the State of the City address. The State of the City is sponsored by the Library and Lions' Club. The next Council meeting will be on February 18th. RAPZ tax applications will be available in about mid-February. Last year we combined with Lewiston on the Cub River playground. We have always submitted a project and been awarded funds to pay for several items including the nature park, park restroom, entertainment pavilion and hamburger stand to name a few things. We had talked about refurbishing the reception hall area in this building.

JEFF: I know we talked about that in the past but the 100 year anniversary of Black & White Days is coming up. We need to update the grandstands, get better access to the fields and the wash rack area is a mess and is the main access to the fields. The 100 year anniversary is in 2015. If we apply this year and get the funds we could get the projects completed by Black & White Days 2015. The funds would not be available in 2015 early enough to even apply for the project. We have to apply this year. The work in this building is a need but the 100 year anniversary is unique and I hope that project would be considered first.

MAYOR: We can submit two projects and prioritize them. Jeff get me the bids for the Black & White Days projects. Justin will get the bids on the Community Building project. Once we have the bids, I will get the applications written up. We must apply by the first of March.

MARLOWE: I was told that the floor in the Community Building could not be re-sanded again.

PAUL: We got a differing opinion on the floor just last year. We also need to look at the base molding in that room. It is a mess and needs to be repaired.

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

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher

No Vote: None

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| A&D Landscaping | 8429.44 |
| Advanced Heating | 165.00 |
| Aflac | 178.38 |
| Allred Jackson | 9000.00 |
| Al's Trophies | 4.69 |
| Altius | 1686.37 |
| Badger | 350.50 |
| Bear River Health | 40.00 |
| Beazer | 13.20 |
| Biolynceus | 2102.40 |
| Blue Stakes | 216.60 |
| Bridgerland | 1950.00 |
| C. V. Concrete Cutting | 200.00 |
| Cache Chemical | 79.46 |
| Cache County Service Area | 15958.56 |
| Cache Mayors Assoc | 350.00 |
| Coats | 108.35 |
| Coca Cola | 31.20 |
| Comcast | 217.79 |
| Component Playground | 12540.00 |
| Custom Fence | 670.00 |
| Dennys | 41.08 |
| Ecosystems | 787.50 |
| Electrical Wholesale supply | 1603.82 |
| Fastenal | 285.93 |
| Frank Edwards | 347.27 |
| Hach | 324.17 |
| Ipaco | 2115.90 |
| JG Builders | 737.50 |
| JUB | 14482.86 |
| KCA Transportation | 1732.50 |
| Lee's | 215.79 |
| Les Olson Company | 55.93 |
| Maverik | 395.31 |
| Medtech Resorse | 45.62 |
| Micromarketing | 93.46 |
| Monson Engineering | 4510.00 |
| North Cache Vet | 50.00 |
| Olson & Hoggan | 4838.00 |
| PEHP | 94.40 |
| Pitcher Propane | 5122.91 |
| Proserv Crane | 809.00 |
| Questar | 2542.18 |

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| Renegade rentals | 75.00 |
| Rocky Mountain Power | 15652.12 |
| Smithfield Imp | 169.61 |
| Sonntag Recreation | 3080.00 |
| Staples | 100.63 |
| Thatcher | 4153.32 |
| The Herald Journal | 34.54 |
| The Home Depot | 105.00 |
| Tri-Combined Resources | 77.89 |
| UEN | 238.39 |
| Utah Local Government Trust | 13294.82 |
| Verizon | 249.41 |
| Visa | 828.26 |
| Wex Bank | 200.65 |
| Ytech | 1275.00 |
| Zions Bank Visa | 2538.34 |

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

Yes Vote: Jensen, Erickson, Peck, Young, Thatcher
No Vote: None

Adjournment at 9:42 P.M.

RICHMOND CITY CORPORATION

Michael E. Hall, Mayor

ATTEST:

Justin B. Lewis, City Recorder