

RICHMOND CITY COUNCIL

JULY 15, 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, July 15, 2014. 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, Cheryl Peck and Tucker Thatcher.

Council members Paul Erickson and Jeff Young were excused.

City Manager Marlowe Adkins, City Recorder Justin Lewis and City Treasurer Chris Purser were also in attendance.

APPROVAL OF CITY COUNCIL MEETING MINUTES

A motion to approve the June 17, 2014 City Council meeting minutes was made by Brad, seconded by Cheryl and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

A motion to approve the June 30, 2014 City Council meeting minutes was made by Brad, seconded by Tucker and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

DEPUTY'S REPORT

MAYOR: Deputy Brad Nelson is here this evening and he is our new City Deputy Sheriff. Lieutenant Chad Jensen was not able to attend this evening like he had hoped as he is dealing with a more pressing issue.

DEPUTY BRAD NELSON: I don't have anything new to report. I am new to the community and excited to serve in Richmond.

MAYOR: How long have you been with the department?

DEPUTY NELSON: Around four years.

MAYOR: Welcome to the City and we appreciate your service. We need to advise you of the City party so you can make arrangements for that evening.

JUSTIN: It is on Friday, September 5th.

MAYOR: In the past the Sheriff's Department has participated at the party with the DUI trailer and SWAT trailer. You and the other deputies are more than welcome to have dinner as well. There is another event happening soon as well.

JUSTIN: There will be a car show in August at the City ball diamond on a Saturday.

MAYOR: It is a no alcohol event and we are hopeful that someone can walk the area once or twice during the day to make sure there is not any alcohol.

JUSTIN: I have a couple of questions and need some clarification. I am a very avid ATV and side by side vehicle user. I have had a few questions and I have the same questions as well since I use my side by side all the time. What is the rule for the use of helmets? Do my kids have to have helmets in a side by side?

DEPUTY NELSON: If the side by side is street legal then it is allowed for on road use and a helmet would not be required. Helmets are required on all ATV's for those 18 years of age and younger.

MAYOR: Does that apply to all ATV's?

DEPUTY NELSON: All ATV's including those that are street legal.

JUDGE FUNK: That is correct from how I interpret the law as well.

JUSTIN: Will bicycle helmets be allowed on ATV's? I don't have motorcycle helmets but do have bicycle helmets for my kids to use.

DEPUTY NELSON: I know that helmets are safety rated but I will have to double check as I don't know for sure.

MAYOR: Judge Funk is here this evening. Judge are you seeing any issues with our current ordinance?

JUDGE FUNK: Not at all. I have read the ordinance and it is in line with the State of Utah law. Any side by side vehicle has to be to state standards. A rear view mirror is required, horn, turn signals and a wind screen to mention a few items. Without proper registration the vehicle is not considered street legal. The vehicle also must be insured.

MAYOR: Deputy, if you ever have questions please ask Marlowe or any of us.

JUDGE FUNK: I do have one question. Citations issued are down about 50% over the last Fiscal Year. I assume coverage is still the same for the community?

DEPUTY NELSON: The coverage for the community is the same as in years past. I am not sure the number of calls as I have not seen any of the numbers.

MAYOR: I am hearing that there are more calls for domestic violence and other issues and they take quite a bit more time. Is that correct?

DEPUTY NELSON: That is right. The severity of the calls in the valley is increasing. There are a lot worse things happening in the valley than in the past.

JUDGE FUNK: Do you know if call volume is up or down?

DEPUTY NELSON: I am not sure.

TUCKER: I received the monthly report earlier this month to review.

MAYOR: Judge are you getting a copy of this monthly report?

JUDGE FUNK: No, please forward to me in the future as well.

MAYOR: It is a great monthly report with detail. It shows all the calls. I am sorry you have not been sent this in the past but you will be in the future.

JUSTIN: I have done some checking for Smithfield as their citations are down around 50% as well. North Logan City, Logan City, Cache County and several other cities throughout the State are all down in the number of citations written. Domestic violence and other calls that take

much more time are being dealt with so there is less time for speed monitoring, etc. The number of people in the State is increasing but the number of officers is staying the same and the cases are taking longer to work on so citations are down across the board in the entire State.

QUARTERLY REPORTS

COURT REPORT

JUDGE FUNK: It is good to come before the Council. The Court is about status quo for what is happening. All courts have been asked to address their past case load. We had about 80% of the past cases resolved and have been working on them and now have around 90% completed and are working to get in the 95% area. We have taken a comprehensive look at the accounts receivable for the Court and issued orders and arrest warrants to get those with outstanding fines paid. There are more arrest warrants than normal right now because we are going after the people that have not met their obligations and paid their fines as they agreed to do so. The bail schedule for the State of Utah has increased across the board and it is quite a big increase and I suspect there will be another increase in the not so distant future.

JUSTIN: Judge Funk and his staff are great to work with in regards to their budget. They always stay in budget and I am in constant communication with the judge on various items and he is great to work with.

MAYOR: Thank you for all you do and thank the rest of your staff as well.

FIRE AND EMT REPORTS

CHIEF WOOD: Calls were up the last two months and we are fairly busy. So far this year there have been 25 fire related calls and I am not sure the number of EMT calls. I know there have been more EMT calls than fire related calls. Lately there have been around two EMS calls per day for the last two weeks. It has been very active for the EMT department.

MAYOR: What have been the recent EMS calls?

CHIEF WOOD: Several elderly people have fallen and have not been able to get up.

CHERYL: How far of an area do we offer EMS coverage?

CHIEF WOOD: We have responded in Cove even though that is outside of our coverage area. We did respond to the ski resort a week ago when a skidster rolled down the mountain. Does anyone know if ski patrol coverage is required in the summer up there? I can see us going up there regularly, especially as they add mountain biking and horse riding.

BRAD: Is it our responsibility to respond or the County's?

CHIEF WOOD: It is the County responsibility but we respond since we are the closest.

MAYOR: They will have a ski patrol on site during the winter season.

CHIEF WOOD: The ambulance will be dispatched from the Smithfield station. I did not think about whether or not they would have summer coverage until the recent incident.

BRAD: If there is a fire up there we would still respond?

CHIEF WOOD: Yes. There are only so many places that the ambulance can get up there and it is mostly to the parking lot.

MAYOR: I will discuss this with the County and get some feedback.

CHIEF WOOD: We have not been involved in any planning in that area to this point. We are going to do some drills up there this summer to familiarize ourselves with the area. The old engine won't make it up there but the tender can make it. The average response time this year from when the call is made to when someone is on scene is 4.57 minutes.

MAYOR: That is very good.

CHERYL: How is that determined?

CHIEF WOOD: Dispatch has software that logs all of that information.

MAYOR: So from the time of the page onto the scene is less than five minutes?

CHIEF WOOD: Yes. We have a very good volunteer department especially for during the day when so many of the department members work out of town.

MAYOR: That is very commendable.

CHIEF WOOD: All of the positions in the department have been eliminated. It is going to be structured in the future with a Chief, two Assistant Chief's and two Captain's. We are in the process of getting these positions filled and I will bring the names to the Council for review and consideration.

BRAD: Will the standard operating procedures for the Department need to be modified?

CHIEF WOOD: Yes, and they should be completed this week. Guidelines for discipline will also be included. Discipline and what was done in the past is very vague. There is one new person in the EMT class. We did lose a fire fighter that moved to Hyde Park and joined the North Logan department.

BRAD: Do we have an agreement that new trainees have to reimburse the City for their cost if they leave before their probationary period is complete?

CHIEF WOOD: I have not seen anything like that. I have only seen where if they fail the test they have to pay the cost of a second test if they take it. It has been very vague in the past and we are working on fixing that problem. The six month probationary period will be well documented and explained. I will be supplying a new roster with phone numbers, email addresses and the certification level of each person to the Council at the next meeting. We are making a concerted effort to keep track of certifications and let people know what they are.

CHERYL: How many EMT's are in the department?

CHIEF WOOD: There are twelve currently and three in training. Every other week is an EMS training drill.

APPRECIATION TO THE YOUTH COUNCIL MAYOR

MAYOR: Melissa Funk has been the Youth Council Mayor for the last year and I have asked her to attend this evening and explain what happens on the City Youth Council and the benefits of being on the Council.

MELISSA FUNK: I was elected the Youth Council Mayor last June for the last school year. Suzi (Barrett) wants to do something monthly which is a change from the past. In the past, the main focus was helping at Black & White Days and then not much else for the year. Suzi has changed that and we made a huge recruitment effort this last year and have a new tradition of things to do. The age limit was lowered to include 8th graders as the limit had been 9th graders previously. We did a haunted house last year and it had a huge turnout. The money earned from it was used to pay for the event cost and some other events. Seven youth attended the State capitol for the day and got to see the process from start to finish and the funds paid for them to

be there where generated from the haunted house. I have really enjoyed my time helping to organize activities and getting people to come to the activities. People are excited and want to be involved and not just sit home. We have proved to other kids that things can be done in the City if they are willing to help.

MAYOR: We appreciate you and the entire Youth Council. I know the Youth Council helped at Black & White Days, the City party and for the Valentine's Day dinner.

CHERYL: What is the next movie in the park going to be?

MELISSA: I believe it is "The Lego Movie".

MAYOR: Do you know the date?

MELISSA: August 1st.

MAYOR: In behalf of the City Council we would like to present you a check for \$250 for you to use for future school expenses. We consider this the Youth Council Mayor Scholarship and hope to offer it on a yearly basis.

BUSINESS LICENSE

CACHE VALLEY AUTO SALES

MAYOR: Mrs. Arellano was granted a temporary business license last month for Cache Valley Auto Sales as they came in just a couple of days after the City Council meeting. I want to thank them for cleaning up the area as there has been a noticeable change.

LUCINA ARELLANO: We are still working on cleaning the area up. We started in North Logan and were there about a year but we are growing rapidly and need a bigger space. There is a mechanic shop in the building but it will be used for detail work on the cars. We are excited to be here.

MAYOR: Are you renting the building?

LUCINA: Yes.

MAYOR: How many cars do you plan on having out front by the highway?

LUCINA: There is room for many but we are going to start with around 20. They are located in the back right now and will be moved to the front when the license is approved.

CHERYL: When are you planning on opening for business?

LUCINA: We hope very soon. We have installed some security cameras to monitor the lot as we don't want anything happening to the cars. We want to put up some flags and make the area colorful. I hope we can open on Thursday or Friday of this week.

MAYOR: There is a fence along the building that separates the front from the back. What will be stored in the back area?

LUCINA: Those vehicles that need repair or to be detailed before being put for sale will be in the back.

MAYOR: Are you going to be doing any major mechanic work in the shop?

LUCINA: No, just little things like detailing.

BRAD: What about signage?

LUCINA: There is a sign on the building with our dealer number.

BRAD: There will be a big cause for concern if several large vehicles are parked on the south end of the property by the intersection. We need to make sure we have visibility for vehicles stopping on the highway at 200 South so they can see looking northward from the stop sign area.

We always get a few phone calls when vehicles start blocking people being able to see oncoming traffic. Since you are a year round business what is your plan for snow removal? We try as best we can to keep the sidewalks open for the kids walking to school.

MAYOR: What is the outline of the entire property?

JUSTIN: It is "L" shaped and goes back to the Richard Bagley property behind it to the east.

CHERYL: Has Richard been contacted about this business going in there?

MAYOR: Not directly but it has been advertised as required.

TUCKER: What are your plans to illuminate the lot at night?

LUCINA: I need to talk to the property owner and ask for permission to add more lighting. The lights along the highway are pretty good.

BRAD: Keep in mind the street lights are very expensive to replace if one is damaged.

MARLOWE: They cost over \$3,000 to replace.

LUCINA: If we add lights do we need to come before the Council?

MAYOR: If you want to add large lights or a sign you need to come back in. The lights would be just to advise the Council of what is being done. If you want to add a sign you will need to go before the City Planning Commission as there are specific sign guidelines.

MARLOWE: I will supply you a copy of the sign guidelines.

BRAD: If you keep the area clean we will have a good relationship.

MAYOR: If you have any concerns or questions please let us know.

A motion to approve the business license request for Cache Valley Auto Sales (Lucina Arellan) at 175 South 200 West was made by Tucker, seconded by Cheryl and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

LUCINA: We are planning to move here in the future as well.

MAYOR: Great, we look forward to having you in the community.

REQUEST FOR A SINGLE LOT SUBDIVISION, PTN 09-084-0022, ON THE CORNER OF 600 SOUTH 100 EAST FOR THE PURPOSE OF CONSTRUCTING A SINGLE RESIDENCE.

MAYOR: This is a request by Shelly Schiess to split a building lot off of her parent's property on the corner of 600 South 100 East. The water service is located on 100 East and the sewer service on 600 South. The request was reviewed by the Planning Commission and approved and sent to the Council for consideration. The split would create one new building lot.

SHELLY SCHIESS: The lot would be on the corner of the property and be 1/3 of an acre.

BRAD: I don't see the lot lines on the drawing which way will the house face?

SHELLY: The house will face to the east.

MAYOR: Will the sewer be run up from the Justin Smith property to the west?

SHELLY: Yes, we will extend the main sewer line to our property.

BRAD: Will your property extend west to Justin's property line?

SHELLY: No, we will just own a small square in the corner.

BRAD: So the sewer service will be a private lateral run to the back of your home after the main service line is run to the edge of your property?

SHELLY: Yes.

BRAD: Has the water service on 100 East been verified which side of the road it is on?

MARLOWE: Yes, the water service line is on the west side.

BRAD: That is good, no boring will be required.

MARLOWE: Shelly has been advised that a manhole will be required where the sewer main line ends. The north lot frontage would be 117 feet and the east lot frontage would be 114 feet.

BRAD: Does the new lot meet the zoning requirements?

MARLOWE: Yes, the lot is over 10,000 square feet and meets the frontage requirements.

TUCKER: Frontage would be based off of 100 East?

MARLOWE: Yes. The actual address for the property will be 608 South 100 East.

BRAD: Sidewalk will be required on the east side.

MAYOR: Sidewalk will only be on the east side not both sides of a corner lot?

DAREK: The construction standards call for sidewalk on all frontages.

BRAD: So sidewalk will be required on the east and north sides of the lot.

MARLOWE: We will need to double check on the water service as I believe the fire hydrant is on the east side of the road and I am not sure where the main water line crosses the road.

BRAD: Boring will need to be done if the water line is on the east side of the road.

MARLOWE: It is very rocky in that area and I doubt it can be bored.

BRAD: Boring will have to be tried first per our construction standards before an open cut in the road would be allowed.

TUCKER: I believe the water service in front of the Rod Johnson residence is on the west side.

BRAD: Just make sure and meet all of the other construction standards as your builder will be required to do so.

SHELLY: Sadler Construction is the builder and I know they have been speaking with Marlowe about what will be required.

BRAD: The lot in question has been partially developed. Water service will need to be located on the east side. The lot owner is aware of the need to run sewer service from the west and sidewalk will be required on the east and north sides of the lot.

A motion to approve the single lot subdivision request by Shelly Schiess at 608 South 100 East for Property Tax ID number 09-084-0022, to create one building lot was made by Tucker, seconded by Brad and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

BRAD: Get your building permit and you can get started.

REQUEST FOR A MINOR SUBDIVISION OF FOUR (4) LOTS AT 800 SOUTH STATE STREET, PROPERTY TAX ID# 09-084-0032. AREA IS ZONED RESIDENTIAL MEDIUM DENSITY.

MAYOR: Raymond and Heather Smith are requesting to make a four lot minor subdivision at 800 South State Street. Right now there is one home on the property and the request is to create three additional building lots. The request has been reviewed and approved by the Planning Commission.

RAYMOND SMITH: Right now the home is on Lot 2. A new 1/3 of an acre lot would be created to the north of the home and make a corner lot. The other two lots are larger than 1/3 acre. Each lot has the proper frontage for the zoning. The utilities are already there for all of the lots.

MAYOR: So Lot 2 would have the existing house and Lot 4 has the existing shop on it?

RAYMOND: Yes, the shop has natural gas service and sewer service.

BRAD: Is the shop sewer service combined with the home service?

RAYMOND: No. I need to get with the City on the utilities for the shop.

BRAD: We need to discuss what the impact fees will be for each lot. The shop has sewer service from where?

RAYMOND: Off of 800 South.

BRAD: So you have two connections and only one utility billing?

RAYMOND: Yes.

BRAD: Do you know how long the shop has been there?

RAYMOND: Around 10 to 15 years. Sue Morgan built the shop. There is not any water to the shop. I thought on that lot that there would be a water impact fee but not a sewer impact fee.

BRAD: Darek can you help us on this.

DAREK: New connections require an impact fee to be paid.

BRAD: So no sewer impact fee would be due on Lot 4?

DAREK: Correct since it is already existing.

BRAD: Lot 4 will have a water impact fee but no sewer impact fee.

DAREK: This is a discussion item as the use of the line will see a dramatic increase as more people will be using it.

BRAD: Raymond this has nothing to do with the lot split request but is something we need to discuss before building starts on Lot 4.

MAYOR: Are you going to build on Lot 4?

RAYMOND: Yes, our new home will be on Lot 4 with the shop and the old home will be on Lot 2.

MAYOR: Are the frontage requirements met?

MARLOWE: Yes. The zoning was previously changed. I will provide the house numbers for the lot owners as the project progresses.

BRAD: Since you are developing around an existing property is there sidewalk in front of the old home?

RAYMOND: There is sidewalk on State Street but not on 800 South.

BRAD: What condition is the current sidewalk in?

RAYMOND: Fair in some places and rough in other places.

BRAD: Lot 1 and Lot 3 will require new five feet wide sidewalks when they are built on. The dilapidated sidewalk will need to be replaced.

RAYMOND: The trees on State Street are causing some of the sidewalk sections to rise.

MAYOR: Sidewalk will be required in front of Lot 4.

RAYMOND: The new buyers will pay for the sidewalks in front of their lots.

BRAD: I am not sure about the condition of the existing sidewalk but we have a sidewalk replacement program. The City will pay for the materials and the property owner pays for the labor or completes the labor themselves. If we pay for the materials to replace the existing sidewalk in the front of Lot 2 will you do the labor for free?

MAYOR: The City sidewalk fund would pay for the materials.

RAYMOND: Yes, I can probably do that but I am not sure if I will have time to do it this summer. I want to start building my new house immediately and I am the builder and it will take all of my time.

MAYOR: We are willing to work with you on the timeline for Lot 2 in regards to sidewalk replacement.

BRAD: How about you replace the sidewalk prior to vacating your home?

MAYOR: The home is sold.

BRAD: What timeline is fair to you?

RAYMOND: Next summer. I am doing all of the work on my new home.

BRAD: I don't have a problem with that. We have a lot of dead end sidewalks in many areas of town. Lot 1 will be required to have sidewalk on two sides, north and west.

MAYOR: Lot 4 will have sidewalk by next spring or summer when he gets the home complete and ready to move in.

RAYMOND: It will be well into winter to complete our home.

MAYOR: I can live with the timeline of doing the sidewalk for Lot 2 by next summer.

BRAD: Have the water and sewer service both been located in that area?

RAYMOND: Ben Lundgreen told me that water and sewer service are available on 800 South and the sewer is already connected for Lot 4. Lot 1 would connect to the service on State Street.

TUCKER: The sewer service on State Street is on the east side. Water service is on the west side between the canal and the road. The water service crosses the ditch somewhere by the Harold Thomson residence.

HEATHER SMITH: Do you know the proposed route of piping the irrigation canal?

BRAD: I don't, I have not seen the plans yet.

MAYOR: All of that information will be provided at the meeting the Irrigation Board is having on Saturday, August 23rd.

BRAD: Are there any irrigation water shares with your property?

RAYMOND: No.

BRAD: As part of the approval the existing sidewalk will need to be upgraded. You will need to discuss the impact fees on Lot 4 so you are aware as we need to review the sewer model and see if that connection is included in the new sewer model. Impact fees are an administrative issue and will be dealt with when the building permit is issued.

TUCKER: It would be wise to take advantage of the existing sewer connection.

A motion to approve the four (4) lot minor subdivision request by Raymond Smith for the Raymond Smith Subdivision at 800 South State Street, Parcel ID Number 09-084-0032, with the stipulation that Raymond and Heather Smith provide the labor or pay for the labor to replace the sidewalk in front of Lot 2 by the end of summer 2015 with the City paying for the labor to remove the old sidewalk and the City paying for the materials was made by Brad, seconded by Tucker and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

REQUEST FOR A SUBDIVISION OF ONE (1) PIECE OF PROPERTY, PARCEL ID 09-049-0035, LOCATED EAST OF 300 EAST AND FROM 200 NORTH TO 300 NORTH FROM ONE (1) PARCEL TO TWO (2) PARCELS.

MAYOR: This is a request by Brian Fife to split one parcel into two parcels. The parcel in question does not have the house on it and is a separate parcel. The Planning Commission has reviewed and approved the request and forwarded to the City Council for review.

BRIAN FIFE: We want to go from the south property line of the house property and go due east with the property line split of the field. We would retain the north parcel and sell the south parcel. The access to the south parcel would come from 200 North. The 200 North road is unimproved but does allow for City access. I plan on selling the property as green belt.

MAYOR: Is there any frontage on 300 East for the south parcel?

BRIAN: No, all of the frontage is on 200 North.

MAYOR: What is the size of the lots?

BRIAN: Around four acres each. I gave the Planning Commission the dimensions but did not bring them tonight. Tim Christensen has already surveyed the property.

MARLOWE: The frontage on the north and south parcel is around 330 feet but I don't remember the exact footage.

BRAD: What is the current zoning?

MARLOWE: RE-2.

BRAD: So the frontage is met, what about the overall size?

TUCKER: Two acre lots are required so that requirement is met.

BRIAN: There is just over eight acres of property for the entire parcel.

MAYOR: The request fits the zoning requirements. If someone builds on the 200 North property they will have to improve the road and run the utilities all at their expense.

BRIAN: That would be up to a future owner to do.

MAYOR: You just need to make sure you advise the new owner the property is unimproved and they would be responsible for all costs to build on the lot.

BRAD: Is there irrigation water on the property?

BRIAN: Yes, I have 11 total shares. Two for the house, five for the north parcel and I will sell four with the south parcel. There are currently 13 irrigation risers that run along the east side of the field.

MAYOR: Does Kirt Christensen own the property to the east of this parcel?

BRIAN: Yes.

BRAD: This is a pretty straight forward split request.

MAYOR: There is one concern of the Council and that is the current unpaid utility accounts. There are two, one for the residence and one for the past business you owned. We have talked to the City Attorney and he has advised us not to approve the request until the utility accounts are paid current. The Council will decide if that is something they want to address with this request.

BRAD: The lots meet the zoning requirements and the request has been approved by the Planning Commission.

TUCKER: Are you agreeable to paying off the utility accounts?

BRIAN: What are the numbers?

MAYOR: There are two accounts, one with about a \$1,300 balance and the other with about a \$700 balance.

BRAD: The amounts are still accruing as well and would need to be paid before the paperwork approving the lot split is signed by the City. Also, please be aware both proposed lots are undeveloped and do not have water or sewer service to them. The road on the south parcel at 200 North would have to be improved and that is not the cost of the City.

BRIAN: I just want to keep the lots in greenbelt.

MAYOR: The two accounts must be settled.

A motion to approve the subdivision of one (1) parcel of property into two (2) parcels, Parcel ID Number 09-049-0035, with the stipulation that the approval of the split will not be signed and formally approved by Richmond City Corporation until utility account 665I, Cache Trailer and Repair, in the amount of \$1,358.10 and utility account 13A, Brian Fife, in the amount of \$744.92 are paid current as charges are still accruing was made by Brad, seconded by Tucker and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

DISCUSSION AND POSSIBLE DECISION RELATIVE TO THE USE OF FIREWORKS WITHIN THE RICHMOND CITY LIMITS.

MAYOR: I have asked Marlowe to make this discussion a yearly discussion in June and July of each year to determine if fireworks restrictions need to be imposed for the July 4th or July 24th holiday. Each year will be different based on how dry the open areas and hills are. We did not address for July 4th this year as the conditions were still favorable. The County has implemented restrictions.

CHIEF WOOD: The County has put restrictions on smoking, fires, fireworks and even shooting at the outdoor gun ranges.

MAYOR: Is there a current fire danger? If a restriction is imposed are you still thinking above 300 East is the best?

CHIEF WOOD: Yes, I suggest implementing restrictions and not allowing for fireworks to be lit east of 300 East. The hills are getting drier each day like in other years and there are open space areas that are dry as well.

BRAD: Have you walked the hillsides?

CHIEF WOOD: No.

JUSTIN: In talking with Jay Downs, the Fire Chief of Smithfield City, he said that the hills appear to be greener than they really are. There were a half dozen or so fires around July 4th and he was amazed at how fast they burned and even though the hills look lush they are very dry.

BRAD: Is it better to restrict use east of 300 East or at 450 East which is the location of the canal?

DENNIS: I suggest east of 300 East. There are several areas by the local subdivisions that are dry and all it takes is one bottle rocket to start a big fire.

BRAD: What is your official stance on the restrictions?

CHIEF WOOD: I would not jog the boundary line around, I would just go east of 300 East. Cherry Creek is very dry right now.

CHERYL: Did we have any calls on July 4th?

CHIEF WOOD: We did not have any fire issues on July 4th but did have several calls of people complaining about fireworks going off.

JUSTIN: State guidelines only allow for three days before and three days after July 24th for fireworks to be legally lit.

BRAD: If a ban is instated would you warn people east of 300 East or cite them?

CHIEF WOOD: We would issue a warning and advise people of the potential hazard.

BRAD: You can also advise them they can light fireworks on the City ball diamond behind L.D.'s Café.

CHIEF WOOD: For repeat offenders we would call the Sheriff's Department to respond and cite the person.

A motion to restrict the use of fireworks in the City limits east of 300 East from July 21st through July 27th was made by Brad, seconded by Cheryl and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

MAYOR: People are more than welcome to use the City park. We will advertise the restriction on the City Facebook page as well as send a message through the Parlant system.

DISCUSSION AND EVALUATION RELATIVE TO THE CEMETERY/PARK CONTRACT.

MAYOR: The private contract that was entered into between the City, the Cemetery District and the private contractor was going to be discussed at the half way point of the year. Jeff is not here this evening so I have asked Justin to give an update on the agreement.

JUSTIN: I think the contract has been good for all parties. The Collins are responsible for the City parks, buildings and the cemetery grounds. This is the first year of this type of agreement between the three parties. We have learned some things to do and some things not to do and we are continuing to learn and grow. We have had some ups and downs but there have been many

more ups than downs. The Collins had the City in splendid shape for Black & White Days week and turned around the next week and had the cemetery in great shape for the Memorial Day weekend. I am pleased with the progress but we will still continue to learn and grow over time. The Collins are digging the graves and the City supplies the backhoe for the digging. The City is reimbursed for the use of the backhoe. The City purchased a new lawnmower and it is a tight area mower but can mow big areas as well. Yumi focuses on the trimming and smaller mower and Ted uses the big 72" deck mower. I have seen things done this year that I have never seen done in the past. Several areas are being edged on a regular basis. This has never happened before. The Collins are also in charge of watering and cleaning of the City buildings. The cemetery's main irrigation line has a break in it and is currently being repaired so if you get calls or concerns about the cemetery being dry it is and will be until we get the water going at the end of the week. We will continue to learn, progress and get better. The Collins are very open to the suggestions from the Council if they want things changed. They reside in town and take ownership in the job they are contracted to complete. For financial reasons the City supplies the equipment and handles the maintenance of the equipment. This is the first time the City has ever done an independent contract and I think it is working quite well.

MAYOR: The Cemetery District is separate from the City and has recently switched from a three member Board to a five member Board. Justin, please let everyone know who the Board members are.

JUSTIN: Jeff Young is the chairman and also the City Council representative to the cemetery for the City Council. Denise Allen and Paul Thatcher are existing Board members that have elected to serve another term. Amy Sadler and Kevin Graham are new Board members that were appointed this year.

MAYOR: The Cemetery District consists of Richmond City, some of the Cache Valley unincorporated areas as well as a portion of Cove. The Cemetery has a separate Board from the City and works with the subcontractor through an interlocal agreement with the City.

TUCKER: I think the contract has been a great success. They have done a great job on the parks, grounds and cemetery. As a Council member and citizen I think they show great pride in their work and are doing a great job for the City.

MAYOR: I agree. I think the contract is working out well. We will review again at the end of the year and get the input from all three parties to see how it is working from a work perspective as well as a financial perspective.

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY.

JUSTIN: Hard to believe that the budget year has come and gone. I am very pleased with how things ended up for last year. The final numbers are not complete and won't be for a month or two but we are going to be on the plus side this year. We had planned for some large purchases over the last few years that took money from the Capital Projects Fund to complete but that was not needed this year. We did a lot of good things last year. We spent \$20,000 or so on sidewalks and could always spend more. For those that are not aware we just planted nine trees at the City park. It was a joint effort between the City arborist Brad Deffinger and Jared Gillman of A&D Landscaping. The big trees only have a life expectancy of another five to ten years and we need to get future trees in the ground. The sidewalk project in front of L.D.'s Cafe was

completed and even though it took a few years to complete the entire area it looks very nice. A few items of note. There were \$3,475 in Black & White Days sponsorship dollars collected. The balance of last year's Class C Road Funds and the majority of this year's Class C Road funds were spent on the 300 East project. It was completed over a two budget year time period. There are some issues with the repair work but Parson's will make the repairs at their cost. As an item of clarification, the road on the north side of the north pavilion that leads from the highway to the stake center is owned by the City. This is not a church road. None of it is owned by the church. This is a City road and always has been and has been on the repair list for many years and this year it was finally completed. With the repairs and general upkeep of the Cub River Sports Complex each City spent \$12,000 last budget year. Normally, we start off with \$7,500 per year but that no longer covers all the costs. We agreed to go to \$10,000 per year moving forward. This last year required a significant expense to get the concession stand repaired and usable. We made the annual payment on the water tank loan this month for a total payment of \$288,337.50. The well driller has been paid-in-full and there is a current remaining balance in the escrow account of \$2,121,657. The audit field work will be done in October this year. As part of our yearly process the Council needs to approve the wages for the new budget year. I have prepared a current list of employees and their proposed wage for the new budget year ending June 30, 2015.

MAYOR: I thought Misti Dawn accepted another position?

JUSTIN: I included her on the approval since she will be paid in the current budget year for a couple of months.

CHERYL: Misti's hours will be split between Tina Reese and her daughter, Janessa.

MAYOR: I don't see any issue with that.

CHERYL: Janessa has worked at the Library in the past as a volunteer and now she would be made an employee. What would Janessa's wage be?

JUSTIN: She would be the same as Shaylee Nielsen, so she would be paid \$7.73 per hour.

BRAD: Are we sure the two crossing guards listed will be back?

JUSTIN: I can easily change the name to crossing guard as the new person would be paid that wage if Tamara does not come back.

BRAD: Let's do that.

JUSTIN: The employees have all been given a small raise and all of the stipends are the same as in the past. There was not an increase in any stipend amount.

A motion to approve the wages and stipends for the period of July 1, 2014 through June 30, 2015 was made by Brad, seconded by Tucker and the vote was unanimous.

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

**RICHMOND CITY EMPLOYEE WAGES/STIPENDS FOR JULY 1, 2014 THROUGH
JUNE 30, 2015**

	Monthly	Yearly
ADKINS, MARLOWE	\$3,157.86	\$37,894.32
BAIR, ROBERT	3,429.11	41,149.32
BALL, WILLIAM SCOTT	4,823.44	57,881.28
CHISM, CHARLES	13.11 per hour	
FORSGREN, PATRICIA	9.62 per hour	
FUNK, MATTHEW	1,093.95	13,127.40
GILBERT, JAN	457.57	(When school in session)
LEWIS, JUSTIN	1,377.65	16,531.80
LUNDGREEN, BEN	2,901.57	34,818.84
PARRISH, JULIENE	2,031.44	24,377.28
CROSSING GUARD	359.41	(When school in session)
PURSER, CHRIS	2,908.92	34,907.04
RAMIREZ, MISTI DAWN	9.23 per hour	
REESE, TINA	9.90 per hour	
TITENSOR, MELISSA	463.75	5,565.00
NIELSEN, SHAYLEE	7.73 per hour	
REESE, JANESEA	7.73 per hour	
MAYOR MICHAEL HALL	400.00	4,800.00
COUNCIL MEMBER BRAD JENSEN	200.00	2,400.00
COUNCIL MEMBER PAUL ERICKSON	200.00	2,400.00
COUNCIL MEMBER CHERYL PECK	200.00	2,400.00
COUNCIL MEMBER JEFF YOUNG	200.00	2,400.00
COUNCIL MEMBER TUCKER THATCHER	200.00	2,400.00

FIRE CHIEF DENNIS WOOD	200.00	2,400.00
EMT ASSISTANT KATIE WALLENTINE	100.00	1,200.00
FIRE ASSISTANT BEN LUNDGREEN	100.00	1,200.00
ROLL ON/ROLL OFF DUMPSTER WORKERS	8.25 per hour	
EMT/FIRE DEPT EMPLOYEES	8.00 per drill or call	

JUSTIN: The sewer grit removal project was completed last month and I believe everyone has been paid.

MARLOWE: The final check to Nelson Brothers was mailed today.

BRAD: That is the end of a ten year or so project.

JUSTIN: Nelson Brothers have been very good to work with.

DAREK: That entire project is complete and now we can move onto the next project.

COUNCIL MEMBER REPORTS

BRAD: You heard the report on the Fire Department earlier and the call volume. I cannot thank the volunteers enough for the outstanding job they do for the community. There are many things that happen behind the scenes that people are not aware of. People do not understand the amount of calls we are responding to and the time it takes. It is a big commitment from every person to attend drills as well. They are doing a great job with a small budget. Chief Wood please pass along to the entire Department how the Council feels about them and what they do for the City.

MAYOR: The Bell family was very appreciative of the service offered during their recent situation and they called to say thank you for how things were handled.

BRAD: We are learning a lot about our water system. This is the first year the new tank has been on the system. It is a great addition to the City. Fire flow concerns have been an issue until now. We have had a couple of glitches with the SCADA system but it has been repaired. The system had to be operated manually for a while when the SCADA system was down. We have been monitoring the recent connection to the cemetery and that area can use a lot of water when watering at full capacity. I have been working with Chris to monitor the usage of the biggest users on the system. North Cache (8th & 9th Center) uses an extensive amount of water and they pay for every drop. It is not free, it is metered and paid for. Their usage does pose a challenge to that zone and making sure we keep the tank full.

MAYOR: They water the school grounds with culinary water and the football field with irrigation water.

BRAD: Scott and everyone are doing a great job to monitor flows and the levels in the tanks.

CHERYL: Are we monitoring every property?

BRAD: We are reviewing the big users and actually determined that one of the big users has a leak.

MAYOR: The user with the leak is aware of the problem and going to get it fixed.

BRAD: On the lots splits at the south end of town, do we have enough water pressure and fire flow?

DAREK: We are good everywhere but at 250 East.

BRAD: I know that approving those lot splits would have been problematic if not for the water model.

DAREK: Some requests were denied in the past because this information was not available.

BRAD: The flushing of the new well is almost complete. After it is done then some camera work and flow testing will be completed.

DAREK: Right now the well is free flowing at about 60 gallons per minute which is good for this time of year.

BRAD: That is free flow and a bonus to the City system. It will be nice to have the new well on-line. The WDCI well was turned on about the second week of June.

DAREK: That is correct, around two to three weeks ago.

BRAD: The wells are a good thing to have. As soon as the Irrigation Company goes on water restrictions we see the use of culinary water increase dramatically.

DAREK: At peak demand on the system about 1,200 gallons per minute are being used and the wells are only producing about 1,100 gallons per minute. It is hard to meet the demand sometimes. We have not had storage capacity in the past and this new tank is a tremendous help.

BRAD: The sewer line cleaning was just completed. They did not come back with any concerns or deficiencies. They did clean out one storm drain while they were here and it was money well spent.

JUSTIN: With them mobilizing just one time and doing work in June and July we were able to complete about 50% of the City. We budget cleaning about 25% of the City on a yearly basis.

BRAD: That is correct. Money from back to back budget years was used and they mobilized just one time which saved us some money. Scott has the video and the reports of everywhere they completed. There are no new maintenance issues to discuss. In regards to the Nuisance Committee we have received a complaint. It was disqualified as invalid because one of the three people submitting the complaint is not a Richmond City resident. Did we advise the people involved of this?

MARLOWE: Yes.

BRAD: There are two complaints that have been registered about a property located on 300 East.

MARLOWE: The property owner has been sent a letter in this regard.

BRAD: I am hoping this issue can be resolved before we have to convene a committee. If a third complaint is received a committee will be convened to determine if the issue is valid and we will follow the guidance in our City ordinance. I will continue to update the Council on this as we progress.

TUCKER: Most of the Planning Commission requests have been reviewed by the Council. There have been several lot splits recently. The Commission was having some attendance issues but the last two months have been well staffed. Everyone attended in July and only one person was absent in June. Marlowe, thank you for sending out the reminders about the meeting. I hope the attendance issues have been resolved and each meeting will be well staffed. I have not yet seen the August agenda so I am not sure what is being discussed then.

MAYOR'S REPORT

MAYOR: The next Council meeting will be on August 19th. The Richmond Irrigation Company will be holding a meeting on Saturday, August 23rd from 3:00 to 4:00 P.M. to discuss their proposed piping project. The City will have a vote as we have several shares in the system.

CHRIS: The City has 56.5 shares.

TUCKER: Are the 10 shares from earlier this year included?

MARLOWE: No, they have not officially been transferred yet.

MAYOR: The City will have 56.5 shares to vote on and I need to know the feelings of the Council.

BRAD: I know a little bit about the project and have read the letter that was mailed. The information provided by Kip Panter stated there is a \$1,000,000 grant and a \$3,700,000 loan at 1.00% interest. There are 6,040 total shares on the system.

JUSTIN: I was told the Irrigation Company will be putting a down payment of approximately \$300,000 as well.

BRAD: I have talked with local water specialist, Bob Fotheringham, and the Irrigation Board is expecting to see a 40% or so increase in water that is currently being lost. This should equate to more water being available for more irrigation turns. I am for conserving water but need to understand the project better.

CHERYL: Running some rough numbers I would expect the City irrigation shares to cost \$1,662 more per year.

JUSTIN: I was told the canal will be piped from the top of High Creek out to the Mendenhall's corner area.

BRAD: I do have some concerns if the system will be pressurized will the old lines blow up or break.

DAREK: The engineer will consider that issue as the plan is developed.

BRAD: I would like to see this issue as an agenda item at the next Council meeting.

DAREK: I would suggest asking a member of the Irrigation Board to attend and explain the project.

MAYOR: We will invite Kip Panter and send a formal invitation to Irrigation Company President Terry Spackman asking him or a member of the Board to attend as well.

JUSTIN: I will contact Kip.

MAYOR: Terry is the Board President and will be sent a formal invitation as well.

DAREK: As the City engineer, I would hope to encourage them to keep some type of open water way for runoff water to collect.

BRAD: Agreed. The canal currently serves as a storm drain for the agricultural fields and without it there is the potential for the flooding of homes.

MAYOR: The City party is on Friday, September 5th. It will be advertised and we will have Jeff give us an update next month on what is needed from the Council.

CHERYL: There will be some emergency preparedness people in attendance as well.

MAYOR: I have received more calls this year regarding the mosquito abatement program than ever before. I have had more mosquitoes at my place this year than in many years. Has anyone seen the spray truck? I have not.

TUCKER: I have seen the sprayer come through the City. It might have something to do with the weather pattern. The new chemical they are using might be less effective as well.

CHERYL: The mosquitoes are coming out earlier in the day as well.

JUSTIN: They are bad at my house as well and I have not had any problems in the past.

MAYOR: I am having the same issue as well.

MARLOWE: I have seen the spray truck come by.

TUCKER: I know they recently changed chemicals.

MAYOR: I will ask Terrie if she has any insight as we are getting several citizen inquiries. She can let us know if there have been any changes this year or what is going on overall. I just have not seen the equipment at all this summer.

TUCKER: I have seen the spray truck twice.

BRAD: I have not seen them either. Several of my neighbors have said the same thing. I know the equipment is quiet now. The mosquitoes are terrible on the west side of town.

MAYOR: I attended a family gathering in Lewiston and there were not any mosquitoes.

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

Yes Vote: Jensen, Peck, Thatcher

No Vote: None

Absent: Erickson, Young

JULY BILLS:

A&D Landscaping	111.95
Advanced Heating	1467.50
Altius	1817.49
Bair Auto	200.89
Bluestakes	112.01
C. V. Extermination	537.60
C. V. Insurance	1965.60
Cache Chemical	335.47
Century Equipment	16253.00
Century Link	235.01
Civil Air Patrol	245.00
CNH Capital	62.17
Coca Cola	266.65
Comcast	218.37
Ecosystems	1460.00
Elaine Ward	60.00
Electrical Wholesale Supply	36.11
Expertec	45.00
Fastenal	120.93
Fat Boy	96.42
Good Housekeeping	15.00

Hall's	144.10
Hilton Trucking	595.00
Industrial Tool & Supply	139.90
Intermountain Farmers	24.49
Itty Bitty	601.15
Jenny Bair	81.73
JG Builders	8397.00
Jrock Concrete	10202.00
Lee's	53.99
Lewiston City	29.25
Maverik Fire	113.80
Maverik Cemetery	789.43
Maverik City	850.04
NAPA	287.46
Northwestern Irrigation	179.72
Olson & Hoggan	1394.00
Parsons	2767.63
Questar	7.42
Randys	407.80
Remote Control	3050.00
Richmond Irrigation	2080.00
Rocky Mountain Landscape	1500.00
Rocky Mountain Power	1461.60
Safety Supply	444.04
Smithfield Imp	121.60
Stotz	361.85
Taste of Home	25.98
Twin D	16999.30
U&I Kiwanian	195.00
United Service & Sales	323.45
Ut Assoc of Public Treasurers	75.00
UT Business Licensing Assoc	150.00
UT Local Gov Trust	40380.70
Ut State Division of Finance	288337.50
Verizon	249.65
VISA	2169.84
Watkins	295.88
Wex Bank	157.60
Ytech	75.00

Adjournment at 9:10 P.M.

RICHMOND CITY CORPORATION

Michael E. Hall, Mayor

ATTEST:

Justin B. Lewis, City Recorder