

RICHMOND CITY COUNCIL

OCTOBER 18, 2016

The regular meeting of the Richmond City Council was held at the Richmond City Office Building located at 6 West Main, Richmond, Utah on Tuesday, October 18, 2016. The meeting began at 7:00 P.M., Mayor Jeff Young was in the Chair. The opening remarks were made by Mayor Young.

The following Council members were in attendance: Paul Erickson, Tucker Thatcher, Cheryl Peck and Lyle Bair.

City Manager Marlowe Adkins, City Engineer Darek Kimball, City Recorder Justin Lewis and City Treasurer Christine Purser were also in attendance.

APPROVAL OF CITY COUNCIL MEETING MINUTES

A motion to approve the September 20, 2016 City Council meeting minutes was made by Paul, seconded by Tucker and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair

No Vote: None

DEPUTY'S REPORT

DEPUTY BATT: Deputy Nelson could not attend this evening as he had a commitment at another city. We don't have anything new to present this evening. Is there anything we need to be aware of?

MAYOR: The winter parking ordinance will go into effect on November 1st. We are going to send out a flyer to each home as well, reminding them about this. We are going to include information about not leaving garbage cans and other items in the road as well.

CHERYL: How are those in the County affected by our ordinance?

MAYOR: Our ordinance only applies to those residing in the City.

DEPUTY BATT: The County has their own rules and ordinances to enforce in this regard.

YOUTH COUNCIL REPORT

TAMARA HARDY: The Youth Council is hosting a Halloween dance. The dance will be next Friday from 8:00 P.M. to 11:00 P.M. here in the Community building. It is a costume party dance. The cost to attend is \$3.00. We are in need of chaperones if any of you are available.

CHERYL: I would like to attend as my daughter will be there.

TAMARA: The Youth Council is also helping with the Veteran's Dinner. I talked to Lisa Jensen and we are going to help at the school with the clothes exchange program. This will happen in December. There is significant need for service on this project.

QUARTERLY REPORTS

FIRE & EMT DEPARTMENT

FIRE CHIEF DENNIS WOOD: From January through September there were 82 calls of service. Fifty-two were EMS related, 23 were fire related and 7 were automobile accidents. The Department has received around \$115,000 in grant funding.

MAYOR: What equipment will be purchased?

CHIEF WOOD: Nine new SCBA's and a filling station. These SCBA's use high pressure bottles.

PAUL: Who on the Department do we need to thank for applying for these grants?

CHIEF WOOD: Chris Ross did quite a bit of work on the SCBA grant. The fire helmet grant is for \$3,700. We have also applied for another grant in the amount of \$5,000 which would pay for new nozzles and hoses. The application period closes tomorrow.

LYLE: Is this a State grant?

CHIEF WOOD: Yes.

LYLE: How many bottles were purchased?

CHIEF WOOD: We received 18 bottles that will last 45 minutes each. The one hour bottles are expensive and last too long in the field and are heavy for the Department members to carry.

LYLE: I agree, 45 minutes is long enough.

CHIEF WOOD: The value of the exercise equipment donated to the department by Icon is around \$5,000.

MAYOR: Where is the equipment being placed?

CHIEF WOOD: We are still trying to figure that out. We wanted to put the equipment on the deck but with the roof leaking in that area we won't put anything there right now. Two Department members are going through the EMT class and are about 50% done. They are Wes Allen and Miguel Sanchez. Wes works at Icon and Miguel works at JBS. Miguel works the graveyard shift so he can help in the City during the day after he is certified. We have ways to respond during the day.

LYLE: Will those classes be completed in December?

CHIEF WOOD: Pretty close to then.

MAYOR: Who do we have on daytime coverage right now?

CHIEF WOOD: On occasion Chris Ross can respond. It depends on the call. He is not allowed to leave the school this year. The principal last year would allow him to leave but the principal this year won't.

MAYOR: Has anyone talked to the principal?

CHIEF WOOD: Chris has talked to the principal. Chris is handling all the EMS calls at North Cache.

LYLE: Do you know what has changed from last year to this year?

CHIEF WOOD: Chris had a student aide last year to help and this year he does not. Chris is allowed to respond to a serious EMS call but cannot respond to fire calls.

MAYOR: Do we have anyone else in town during the day?

CHIEF WOOD: That is about it at this time. I am in town on Monday's until around noon. Ben is in town on Friday's depending on his work schedule. Tuesday, Wednesday and Thursday are our worst days for daytime coverage.

LYLE: What about Dustin Mayhew?

CHIEF WOOD: He can respond when he is off shift but he is on a rotating work schedule.

MAYOR: How many active fire and EMS members do we have?

CHIEF WOOD: There are 14 and all but one is active. Steve Smith is not active but is an honorary member of the Department.

LYLE: Are they all fire and EMS trained?

CHIEF WOOD: Everyone is but the two guys currently going through the training course. Justin Gilbert was but his certification lapsed in June. Two Department members are doing fire instructor classes right now. There are times when I take the station out of service. We are going to discuss this issue tomorrow night at drill.

MAYOR: What time are you meeting tomorrow?

CHIEF WOOD: At 5:30 P.M.

MAYOR: Lyle will be the Council member over fire and EMS and I would like to sit down and visit with you and Lyle about the Department. We need to work on daytime coverage options. The Council is aware of this issue. I know Lewiston, Smithfield and the County want us to remedy this situation. They used Richmond as their example of a City without daytime coverage.

CHIEF WOOD: Other cities are having the same problem but I am the only Chief that takes the station out of service. When a station is on call, they page the Department, then they issue a second page if nobody responds within a certain amount of time and then after the second page they contact a mutual aid partner which is another city.

MAYOR: So in cases like that there is a 10 to 15-minute delay in response if nobody at our Department responds.

CHIEF WOOD: If the Department is out of service then they immediately dispatch a mutual aid partner with no waiting period.

MAYOR: This is something we need to work on as a few minutes can make a big difference in some cases.

CHIEF WOOD: I take the Department out of service to make sure the response time is quicker if we don't have anyone around.

TUCKER: How often does this happen?

CHIEF WOOD: Tuesday through Thursday as we normally have people in the City on the other days.

LYLE: What time is the station out of service?

CHIEF WOOD: Usually from 6:00 A.M. to 3:30 P.M. when Chris gets out of school. Chris is around in the summer months so we don't have to take the station out of service then. Next year we will have Miguel to respond as well during the day after he is certified.

MAYOR: We need to strike a proper balance for coverage. We want to do our part. We may have to pay to have daytime coverage in the City.

CHIEF WOOD: It would be nice to pay those in town and not have to hire someone from out of town.

MAYOR: We need to consider all options. Every Department is discussing this issue. This is a good time to review. Please discuss this issue with your Department as we need to consider all options and ideas.

CHIEF WOOD: This issue was discussed at the last Chief's meeting. Everyone is having the same problem. Even a larger Department like Smithfield. If they respond to Richmond, then they lack coverage in Smithfield. There was a fire at approximately 200 South 300 West in town and Smithfield responded with one ambulance driver and one firefighter. We had one fire Department member on scene as well. Three people is not enough to fight a fire. Smithfield has the ability to hire Department members from outside of the city. They pay about \$1.75 per hour

to be on call and then a full wage when the Department member responds to a call.

MAYOR: I met with Smithfield Fire Chief Jay Downs as well as Mayor Field from Lewiston. They are concerned and we need to discuss all options. I like the interlocal agreement. I suggest you work with Lyle to come up with ideas.

CHIEF WOOD: In the past this has not been an issue as volunteers were not required to be certified. They must now be certified. It takes almost a year to get certified. They have to attend classes three nights per week for about six to eight months to get certified. Smithfield does their teaching in house. BATC used to teach firefighter classes but the County has taken this over. The County does not charge for Fire I and Fire II classes. We have to pay for EMT training.

LYLE: Who is doing the EMT training?

CHIEF WOOD: It is done through BATC. I am not impressed with the training Smithfield offers as it is mediocre at best and costs \$1,000 per person.

LYLE: The trainers at BATC would be higher trained as well.

MAYOR: We need to consider all options.

CHIEF WOOD: I think the City should consider all new employees must be fire and EMT certified so we will always have daytime coverage.

MAYOR: I agree.

TREASURER REPORT

CHRIS: In the past we have forgiven water overage charges when there is a leak. This resident insisted I ask the Council to forgive their overage. They had significant overage for one week only and they don't know why.

PAUL: How much is the request for?

CHRIS: I don't have the exact amount but around \$200.

JUSTIN: We have not approved a request like this in the past.

MAYOR: My understanding is we have had to have a known leak that we verified in the past before anything is forgiven.

CHRIS: The homeowner does not know how it happened. The Maintenance Department checked for a leak and could not find one.

PAUL: Do we think there was a meter issue?

CHRIS: We are talking for the period of September 9th through the 17th only.

PAUL: This issue at hand is the precedent that would be set.

MAYOR: I understand their frustration but we could not verify a leak.

LYLE: Is this the new meter style?

CHRIS: Yes.

PAUL: Could there be a malfunction in the meter? I have not heard of many meter issues.

DAREK: Based on the few numbers of days with higher use I would think the meter is fine.

MAYOR: This spike came and went. Leaks don't just go away.

DAREK: The new meter system provides very good detail down to the day and hour where the old meters just showed a monthly total.

MAYOR: This is a new meter.

DAREK: When a meter malfunctions it stays broken.

PAUL: I understand the concern of the resident but we have not forgiven in the past these types of requests.

MAYOR: The consensus is the charge stays at this time. If the issue happens again we will have to review it.

PAUL: How many gallons does a typical home use daily?

CHRIS: With or without a sprinkling system?

PAUL: Without.

DAREK: Studies show to figure 70 gallons per day per person. I use around 5,000 gallons at my house monthly for my family.

MAYOR: We cannot forgive the balance due at this time.

CHRIS: I will be out of the office from October 27th through November 5th.

BUSINESS LICENSE

HAIR BY DANA

DANA BOWDEN: We are building a new home at 30 East 600 South and I want to have a hair salon in my house.

PAUL: Any chemicals onsite? Large quantities?

DANA: None

PAUL: Where will people park?

DANA: I will have one client at a time and they can park in front of my house or in my driveway.

A motion to approve the business license request for Hair By Dana (Dana Bowden) was made by Paul, seconded by Tucker and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair

No Vote: None

CHRIS: Will the license be effective the first of the year since we are close to year end?

MAYOR: Yes.

FIRE DEPARTMENT PRESENTATION AND DISCUSSION

CHIEF WOOD: Bob Hugo is here this evening to present some options to purchase a new squad truck. We have talked about it for over a year but don't have the money to purchase it.

BOB HUGO: I work for Bancorp. They specialize in vehicles leases to fire and police departments as well commercial businesses. They finance large and small equipment as well as cars, trucks, semis and fire trucks. We have several lease options that can extend the payment terms over longer periods of time. The terms are flexible and can be from one to seven years. I met with Chief Wood and we have looked at some options. We do State of Utah contract pricing. Bancorp does not mark up the price of the equipment, we make our money on the interest we collect. We are an option to consider when a city does not have the budget to purchase equipment. I think this fits the needs of the city.

JUSTIN: What is the interest rate?

BOB: Around 4.0 to 4.5%. We can make the first payment a year from now if needed.

MAYOR: This is a very straight forward concept but we don't pay interest on vehicle purchases. We just buy them outright.

JUSTIN: That is correct. Other than big infrastructure projects we pay cash for all of our equipment purchases.

MAYOR: At this point we want to stick with that as well. We want to save by not paying interest and paying as little as possible. I need to know our immediate vehicle needs so we can prioritize.

PAUL: This is a good option when needed.

MAYOR: Do we have an immediate need?

CHIEF WOOD: You need to come and look at what we are currently using. The brake lights don't work and there are electrical issues. The back door is broken and people cannot get out from the inside. There is a big oil leak leaving puddles on the Fire Station floor.

MAYOR: What is this vehicle used for?

CHIEF WOOD: All of our medical runs which are 50 to 60 percent of the calls we respond too. Most of our calls are medical related. This is the vehicle we respond in. It looks like an ambulance so people always ask why we don't use it for transport purposes. We are not authorized to transport. We stabilize and wait for the ambulance to arrive.

MAYOR: What is the new style you are looking at?

CHIEF WOOD: Something like a Suburban or Chevy Tahoe. We have considered a crew cab pickup truck as well. Last November we received a bid and it was for \$38,000. This subject was talked about many times but has been dropped.

MAYOR: Could the truck you are currently driving work in this capacity?

CHIEF WOOD: I had considered that as an option. The gear would be cold if it is placed in the bed of a pickup truck.

MAYOR: I know this truck well as the truck was donated to the City and then we had to pay to put a new engine in it.

CHIEF WOOD: There are some oil leaks and brake issues right now.

MAYOR: Plus the leaky roof on the Fire Station and the concrete work needing to be done on the entrance to the building. I like the option to pay cash for a new vehicle when needed. I know the Fire Department has been saving over the years and has accrued \$23,000 over the last seven years. There has been sacrifice in the Department. If we invested money in the existing truck you drive could it work and be an option as a squad vehicle?

CHIEF WOOD: Yes, it already has the lights and radio so we just need to do some maintenance work.

MAYOR: I suggest getting with Lyle where he is over maintenance and get it repaired.

CHIEF WOOD: Repairing the brakes, fixing the oil leak and a tune-up would get us by for a while.

MAYOR: I think, at this time, we just update your current vehicle. We have many older vehicles in the City we need to address. I am glad Bob came in to talk about this program it is good to hear about different options.

BOB: I am working with the Cache County Sheriff's Office, North Park Police Department and Mantua City right now as well as others.

LYLE: Are you working with any local fire departments?

BOB: I am not locally but the company works with fire departments across the United States. We also have a five-year equipment rotation option as well.

CHIEF WOOD: Saving yearly to purchase equipment down the road does not work. The price of the equipment goes up more than the amount of money being saved. Smithfield used a 1968 La France fire engine for many years. They tried saving money and only saved about \$10,000 to \$20,000 over four years. In the same amount of time the cost of the new fire engine went up over \$30,000. We will never be able to save enough money to purchase a new squad truck. By the time we have \$50,000 saved the new truck will cost \$80,000.

PAUL: We could consider leasing if we were going to roll the vehicles over regularly.

BOB: There are many lease options. Some have a one-dollar purchase option at the end and others have a high enough cost at the end you just walk away from them.

JUSTIN: I caution the Council if you are going to purchase a new truck you are going to have to cut funding somewhere else. We don't lease vehicles we just purchase them when needed and would find a way to purchase this vehicle and pay in-full if the Council wants to go that route.

MAYOR: Chief please get with Lyle and get your truck repaired.

CHIEF WOOD: We can fix it at any time as it just sits until needed on a call.

MAYOR: Let's find the costs to retrofit it to become the squad truck if needed.

CHIEF WOOD: There won't be a cost as we just need to move the gear from the current squad truck to this truck.

MAYOR: I think that is the best route in the short term.

LYLE: The only costs at this time will be maintenance and repair.

JUSTIN: The Chief's truck needs to be repaired no matter which direction the Council goes on this issue.

CHERYL: What would happen to the current squad vehicle?

CHIEF WOOD: The County would take the ambulance back as they are the ones that gave it to us. There are new tires on the truck I drive so that is not an issue.

PAUL: I like the idea of maintaining the truck the Chief is driving and putting it to use as the squad vehicle.

DAREK: I am aware of Bancorp. I know police departments that rotate their cars every four years. Typically, how many miles are on them at that time?

BOB: It depends on the needs of the city but usually around 40,000 to 60,000 miles. Each city is different.

LYLE: How long is the County keeping their pickups?

BOB: Around five years or 60,000 miles. Right now there are 19 vehicles the County is going to sell.

MAYOR: Are they available to purchase?

BOB: Yes. There are good used options locally and across the country.

MAYOR: We will consider all options as we review this issue.

GENERAL DISCUSSION RELATIVE TO ISOLATED SALE OF PROPERTY WITHIN AN AREA ORIGINALLY DESIGNATED FOR UNIFIED DEVELOPMENT
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TUCKER: Corey Anderson has purchased some property within the City limits. He wants to build a home on the property. The area he purchased is a long way from our City utilities. The original plan for this parcel was for the entire parcel to be developed but Corey has purchased just a small portion of the entire parcel. The thought with this parcel is to allow Corey to "disconnect" the parcel from the City and return it to the County. If the parcel is in the County it will make it much easier from a utility perspective. The City has not allowed septic tanks and

wells in the City for many years. The parcel fits better in the County than in the City. Moving forward Corey would need to file a formal request with the City to disconnect the parcel from the City. This would be an agenda item we would vote on at a future Council meeting.

JUSTIN: The parcel Corey purchased is 10 acres. Corey would be responsible for all cost related to the disconnection of the parcel from the City. The City would have to allow Corey to disconnect the parcel but the rest of the process would fall on Corey to complete.

COREY ANDERSON: I have talked to the County and they said all I need is a letter from the City stating it is okay to proceed. My parcel is located between Jerry Woodland and Clint Ward.

MAYOR: The parcel is surrounded by the County on the north, east and south sides.

JUSTIN: For this process to start Corey will need to make an official request to the City requesting to disconnect the parcel. The item would then be put on the agenda for the November Council meeting and the Council would discuss and vote at that time.

COREY: I was never told of any sewer issues on the parcel and I do have water rights for the area.

MAYOR: I think the parcel being in the County is the best option. If we allow a septic tank and well on this parcel it opens up the entire area to septic tanks and wells. The City wants to be fair but needs to protect the residents. The City has planned for expansion and those new homes helping to pay for the outstanding bond obligations when homes come into the City.

COREY: I agree. The long term plan is for a lot of homes to be on that parcel west of mine.

MAYOR: The City spent over six million dollars on a sewer plant and if we lose the ability to pay for it with new homes being on septic tanks rather than the City service we are doing an injustice to the residents. We need to protect the investment of the City. New homes pay an impact fee and monthly utility fee when they come into the City.

TUCKER: If Corey wants to proceed he will start by making a formal request to the City and then we can put it on a future Council meeting agenda to vote on.

PAUL: This is a good plan as discussed.

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY
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JUSTIN: The City is insured by the Utah Local Governments Trust. They are a governmental agency. Last year their claims were down and we received a rebate check in the amount of \$4,564.53. Building permit revenue year to date is \$3,548. Most of the permits are from the White Pine Subdivision. The County handles the entire building permit process and pays the City 20% of what they collect. We received \$3,710 for a Fire Department grant for the purchase of new helmets. The Fire Department has brought in revenue in the amount of \$2,121 from fighting wildfires in Smithfield and at the gun range above town. The roof on the Fire Station is leaking and we are getting a bid to repair or replace or both. Use fees for the rental of the portable bleachers for the Cub River Sports Complex total \$4,650. In October we received the final RAPZ tax reimbursement request of \$5,216 for Cub River. Water impact fees collected year to date total \$17,456. The annual payment is due on November 15th to Duane Morley Cox for the water rights we purchased from him. The payment will be for \$8,000 plus the current amount of interest due. Sewer impact fees collected year to date total \$20,777. The water tank and infrastructure project has been completed. The remaining balance in the escrow account is \$1,485,820. The outstanding loan balance on the project is \$4,740,000. We contacted the CIB about allowing us to apply the remaining escrow funds to some of our other State of Utah bond

obligations. Their bylaws and rules did not allow that type of request. The funds remaining in the escrow account were transferred against the loan balance so the escrow account is now at zero and the loan balance is \$3,254,179. This will also affect our income statement. We have been earning around \$1,300 a month in interest on the escrow account on Line Item 3722 “Water – Interest Restricted Bonds”. Since the escrow account is now zero this line item will now be zero on a monthly basis. Line Item 5178 “Water – Interest Expense” has been \$14,812 per month for interest on the water tank project. Now the loan balance has been reduced by over one million dollars our monthly interest due will decrease from \$14,812 down to approximately \$10,308. We will save around \$50,000 per year in interest and only lose out on \$15,000 in interest income so we are to the good around \$35,000 per year. As part of the water tank project the sewer fund and capital projects fund loaned the water fund some money to finish paying off the purchase of the new well that feeds the new water tank. The water fund currently owes the capital projects fund \$321,191. Now we know what the CIB has allowed us to do and how the remaining escrow funds were disbursed I would like to make a proposal. I would like to propose the capital projects fund forgive the loan to the water enterprise fund. The intent is to not raise the monthly utility bill anytime soon and by doing this it gets rid of a significant debt owed by the water fund. The capital projects fund is a fund where money is saved over many years and used for large project purchases. The goal is to reduce debt and keep the same utility bill. The loan from the sewer fund to the water fund would stay in place at this time. If the Council wants to consider this request, there would be a public hearing at the November Council meeting and then a vote of the Council.

MAYOR: The Council made the move on these two loans to secure the water rights for the City for the future. By forgiving the loan we won’t have to increase the monthly utility rate and we can work on creating a better fund balance. Our budget is still tight but this will help to reduce our debt obligations in the water fund.

COUNCIL MEMBER REPORTS

PAUL: In the next month or so we should have the annual road report from Norton Thurgood. Norton worked for UDOT for many years and is now retired. On a yearly basis Norton prepares a report on each road in the City to identify problems. He will present the report at the November Council meeting. We are waiting for a bid for some road work we are contemplating on 400 West Main. More trees have been planted at the Cub River Sports Complex and the remaining RAPZ tax funds have been spent there. I would like to thank the Cherry Creek Ward cub scouts and their leader Jay Bair for the service rendered in helping to backfill the new sidewalk on 100 North from State Street to 100 West.

CHERYL: I am going to let Lora and Terrie update us on their areas.

LORA SMITH: I am doing some training right now and have done quite a bit the last month. We are receiving a lot of support from the State so that is nice. Other librarians have always been jealous of Juliene and the help and support she received from the City Council and Mayor. I feel the same way. I appreciate having a good relationship with the Council and Mayor. We are going to have a meet and greet with the new Mayor and Council members next week. Do you have a preference where?

MAYOR: You set the place and time and we will be there.

LYLE: I show on the 25th at 7:00 P.M. and just need to know the location.

LORA: We will plan on at the Library. I want you to know I am as passionate today as when I started.

TERRIE WIERENGA: This was the ninth year of the harvest market. There were only 12 vendors that participated this year. Even with the smaller number of vendors the attendance was still high and I doubled my sales volume from last year. All vendors reported good sales this year. Only about 50% of those attending the market live in the City so we had a lot of interest from outside of the community. This is my last year as the director of the market. I have not been able to find someone to take over as the market is every Saturday from June through mid-October. I have someone wanting to help but they would like to have two or three others to help as well so they don't have to be there all the time. The website keeps seeing an increase in hits. It has been a gradual increase over time. It used to be under 200 per month now it is around 1,700 to 1,800 per month. During Black & White Days we get around 3,100 to 3,500 hits. The redesign of the website has been very positive. I will need a list of new Council member responsibilities so I can update the website.

MAYOR: I am still finalizing and then I will send to you.

MAYOR'S REPORT

MAYOR: Justin has one more item he needs to mention.

JUSTIN: Per State compliance guidelines the Mayor and Council must have some open meetings training and discussion. We will hold this at the November Council meeting unless any one of you will not be in attendance. Everyone has to attend for compliance purposes. This will also be good as we have two new Council members that need to know and it is a good reminder for everyone else.

MAYOR: The Mayor has traditionally made assignments to Council members for which areas they will oversee. I like having a very active Council and don't want to micro manage anyone. I want to assign a Council member an area and let them do their job. I reviewed all of our areas and the strengths and skills of each council member. This list can be tweaked as needed but I would like to stay as proposed at this point. The assignments would be as follows:

Paul: Water, sewer, streets and sidewalks
Tucker: Planning and Zoning, buildings and the nuisance committee
Cheryl: Library, civic arts and auxiliary groups, the harvest market and JustServ
Outreach program
Lyle: Fire and EMS, equipment maintenance and repair and the sports committee
Open Seat: Black & White Days, city events, parks and recreation

INTERVIEWS WITH APPLICANTS APPLYING TO FILL THE MID-TERM VACANCY OF A CITY COUNCIL MEMBER THROUGH DECEMBER 31, 2017

MAYOR: We will hold the interviews and go alphabetical by last name. This is a mid-term vacancy that will run through December 31, 2017. The person selected will need to rerun in June of next year to be on the November ballot if he or she chooses to do so.

MARLOWE: This Council member position will rerun for a two-year term.

JUSTIN: For the next election cycle we will have a Mayor position for four years, two Council member positions for four years and one Council member position for two years. When a person

signs up to run for Council they will have to elect to run for the four-year term or the two-year term.

MAYOR: Each candidate will have a few minutes to tell us about themselves and why they want to be on the Council and then we will have some questions for them.

KELLY CRAFTS: This is new territory for me. I am starting to branch out. Two years ago the Council asked me and my husband to oversee the Cow-A-Bunga race during Black & White Days. It was exciting, scary and a big undertaking. We tried some things we had always wanted to do. I really enjoyed my time and hope those participating in the race did as well. I look at this position the same way. I think there are a lot of areas I can help with. I will do what I am asked and do the best job I can.

PAUL: Your primary assignment will be Black & White Days. What do you know about it?

KELLY: I know there are eight committees. The race, pageant, horse pulls and breakfast to name a few.

PAUL: What are your thoughts on what has been done and what can be done to advance the celebration in the future?

KELLY: I have attended some of the events. I think we always strive to improve. I want to try some new things. For the fun run we tried to become more official and have name tags and other items. I have participated in the parade and help with jump rope performances throughout the day on the Saturday of Black & White Days.

TUCKER: What specific skills do you have that will help in this position?

KELLY: I have experience planning and overseeing big events. I form a vision, plan and delegate to those helping out to get it done.

VERN FIELDING: I am excited to serve. My experience and background is in business and commercial ventures. I have done many civic things as well. I am an active Lion's Club member and have been over the vendor booths recently. I am currently helping at the nature park and with scout projects up there. I have been a board member for the United Way for the last four to five years. I have helped with large events. I helped with the Lewiston City July 4th Run for the Border race. When we started there were around 100 participants and now there are 500. I have served as a fundraiser for the Mountain String Committee. I have expertise in commercial development and industrial parks. The challenge is to attract smart growth to Richmond. In Mendon on a Friday night they don't have anywhere to eat. Each city has its own unique challenges. I want to help improve the quality of life in the City. We need to look at adding a grocery store, hardware store or bank to town. They would be good tax base additions. I am a hands on person. I have lead the Association of Realtors in the past and finish up my term there at the end of this year. I appreciate being considered for this position.

PAUL: Working with Black & White Days and the vendor booths. How has it gone? What works? What doesn't work?

VERN: The weather is a big factor. I think we could utilize technology better. We should work better with other local communities. The Highland Games were here this year which was something new. I think we could share vendor lists with other communities as the celebrations in the valley are staggered throughout the year.

LORI WOOD: I am an avid supporter of public safety. I have a Master's degree in social work. I have worked for the Department of Defense as well as the Internal Revenue Service. I

also worked at a startup company in Box Elder County. Right now is a point the City needs to step forward with growth. I look at other cities and we could draw the same crowd or better for Black & White Days. I have friends who are vendors and they won't come here as they cannot make enough profit. We need to bring businesses to the City. We need to define what we want the City to be. We moved to the valley over 20 years ago from the Ogden/Clearfield area. I have raised my children in the valley. I helped with the royalty committee and float when I lived in Smithfield. There is a code of ethics in social work that I follow which includes service, social advocacy and justice. These principles guide me and they are how I present myself. I have experience in grant writing. I know grant opportunities are being missed by the City. There is funding available for children's programs. The youth are important to the City. I have always been involved up front and behind the scenes.

PAUL: Have you helped out with Black & White Days?

LORI: No, my daughter was part of the Smithfield royalty so I helped there and did the parade route with the royalty one summer.

PAUL: Black & White Days is the biggest assignment of the year. What are your thoughts on the celebration?

LORI: You need a good leader to be in charge. The Black & White Days billboard for 2016 was not installed until after the event was done. I think the location of the event could be changed to be more visible down by the highway. I think the events should be expanded. Right now there are just a few activities. I think the residents need to be honored for the contributions they have made throughout the year. Public safety needs help with the maintenance of equipment. We need to look at the big picture. Utah State University students and volunteers can help out. There are free resources the city can utilize. There are 20,000 students that need volunteer hours throughout the school year. There are many different degrees and students with different backgrounds willing to help. The extension service is there to help and the City needs to tap into what is offered. The City needs to define what they want to be outside of being known for Black & White Days. We need a motto or a theme.

LYLE: I have one question for all of the candidates. Do you all plan to run for office next year if you are appointed this evening?

LORI: Yes.

VERN: Yes.

KELLY: Yes.

PAUL: I have been reviewing my notes. I know all of the applicants. They are all exceptionally qualified with good backgrounds. I appreciate how they answered the questions.

LYLE: In planning big events what challenges have you had to overcome?

LORI: There will always be opposition from someone. There are different ways to do things. A decision cannot be made alone. Once a decision is made a person needs to stand by it and have a justification of why it is the right answer. There is not a way to please everyone.

VERN: When I was helping with the border run in Lewiston we had a lot of same day registration and it was hard to track and account for. We went to an online system to allow people to pre-register. A person needs to be thorough but compassionate at the same time. The event needed to be community minded but not so structured people would not participate. The big picture needs to be reviewed and do what makes sense at the time.

KELLY: Black & White Days has had some real weather issues the last two years. I had to learn to cope with the tents and electronic equipment and learned to create many different contingency plans in case something happened.

DISCUSSION AND VOTE ON A NEW CITY COUNCIL MEMBER

MAYOR: I agree with Paul's comments. This is a hard decision. There are good options and choices tonight.

A motion to appoint Kelly Crafts as a City Council member for Richmond City Corporation to fill the mid-term vacancy of Council member Jeff Young through December 31, 2017 was made by Tucker, seconded by Cheryl and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair

No Vote: None

MAYOR: I appreciate everyone that applied. We have a need in many places for good people like those that applied tonight.

CHERYL: We have opportunities for everyone willing to help.

MAYOR: This year is a hard election year on a Federal and State level with bickering and bantering back and forth. I do not feel that here. Good people applied. I don't feel any animosity in this room. I want to thank all of you for stepping forward and applying for the position. There are many committees we need help on. I appreciate the time and consideration spent by the council this evening. It is hard to pick when there are several good options.

CHERYL: We had three good choices.

PAUL: All three candidates are qualified. We know all of you. It is hard to vote against any of you. This was a tough decision. I have a good association with Lori and Vern and this is hard. I thank you for your willingness to apply. There will be an election held next year where you can apply and let the residents decide who will serve. We have a good community where there are no partisan politics. I am glad all of three of you were willing to run.

MAYOR: This is a big change to the Council after many years of service by Brad and Mike. Our next meeting will be held on November 15th.

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

Yes Vote: Erickson, Thatcher, Peck, Bair

No Vote: None

Advanced Heating	8810.00
Airgas	181.33
Allen Rock	545.62
Alltech	65.00
Alltech	5756.25
Al's Trophies	10.55
Auest	10.05

Richmond City Council Meeting Minutes, October 18, 2016

Bair Auto	253.75
Bear River Health	40.00
Bluestakes	95.85
Bright Stripes	1300.00
Brown Monument	85.00
C. V. Insurance	560.00
Cache Chemical	148.54
Century Link	245.76
Cub River	
Irrigation	175.00
Denny's	87.98
Ecosystems	849.68
Electrical Wholesale	318.85
ESRI	401.00
Gateway Mapping	1630.81
Hall Oil	70.92
HD Supply	680.44
Hobbs Turf farm	150.00
Industrial Tool & Supply	257.58
JUB	2122.36
Kyle Harmon	200.00
Lee's	8.79
Lewiston City	2664.54
Logan City	18245.15
Lower Foods	41.39
Lowe's	56.96
Maverik	429.80
Maverik Cemetery	367.88
Maverik Fire	93.97
Mtn Peak Builders	130.00
N.W. King	2200.00
Nationwide	118.00
Neopost	276.00
North Cache Vet	185.00
Olson & Hoggan	3261.70
PEHP	183.04
Pepsi	136.00
Postmaster	110.00
Questar	84.40
Questar	12.04
Randy's	981.51
Rocky Mountain Landscape	1500.00
Rocky Mountain Power	11185.41

Safe Choice	
Electric	335.21
Saltworx	1477.98
Sams	45.00
Selecthealth	1316.00
Shannon Demler	337.50
SKM	21.25
Smithfield Imp	26.77
Ted Collins	400.00
Tess A. Davis	120.00
The Herald	
Journal	114.22
The Home Depot	10.50
Thomson Electric	22.75
Treewise Tree	
Care	2450.00
Utah Education Network	231.71
Verizon Wireless	324.40
Watkins	495.96
Weidner	3930.89
Wex Bank	153.16
Wheeler	118.50
Zions Visa	2275.86

Adjournment at 9:08 P.M.

RICHMOND CITY CORPORATION

Jeffrey D. Young, Mayor

ATTEST:

Justin B. Lewis, City Recorder