

RICHMOND CITY COUNCIL

MARCH 19, 2019

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Tuesday, March 19, 2019. The meeting began at 7:00 P.M.; Mayor Pro Tempore Paul Erickson was in the Chair. The opening remarks were made by Tucker Thatcher.

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

Mayor Jeff Young arrived during the meeting.

City Engineer Darek Kimball, City Administrator Jeremy Kimpton, City Recorder Justin Lewis, and City Treasurer Christine Purser were also in attendance.

VISITORS: Terrie Wierenga, Lora Smith, Katie Wallentine, Curtis Dent, Lizzie Johnston, Kristy White, Jaxon Trexler, Julie Trexler, Cache County Sheriff Chad Jensen, Cache County Lieutenant Mikelshan Bartschi

APPROVAL OF CITY COUNCIL MEETING MINUTES FROM FEBRUARY 19, 2019

A motion to approve the February 19, 2019 City Council meeting minutes was made by Lyle, seconded by Cheryl, and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON MAKING APRIL 2019 SEXUAL ASSAULT AWARENESS MONTH IN THE CITY.

KRISTY WHITE: CAPSA is a non-profit recovery center located in Logan. The services we offer are free. Some of the services offered are counseling, group services, transitional health services, as well as some other services.

Lizzie Johnston read the Proclamation titled: In Recognition and Support of Sexual Assault Awareness Month.

KRISTY: We are asking you to please support April as Sexual Assault Awareness Month.

PAUL: Why is Utah so high compared to other states?

KRISTY: I have been asked that question many times, and I don't know for sure.

PAUL: Any idea the number of cases handled locally?

KRISTY: There are eight counselors working for CAPSA. The services are free, and the counselors work all day long. There are also five social workers. I don't know the number of people being helped, but there are people coming and going all day long at the center.

PAUL: Is the Children's Justice Center part of CAPSA or something different?

KRISTY: It is different.

LYLE: It is good to support what you are doing.

CHERYL: What can we do to help you?

KRISTY: You could help us to raise awareness by posting our information on your social media accounts. We also give presentations for free to your employees and residents.

PAUL: We can post information on our website as well.

TERRIE WIERENGA: I have done that in the past. The proclamation has been posted as well. We currently have a link for CAPSA on the website.

KELLY: Is there a specific color ribbon being worn for this event?

KRISTY: Usually it is red, but nothing has been officially designated.

LORA SMITH: We could have you do a presentation at our library.

KRISTY: That would be good.

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A motion to approve April 2019 as Sexual Assault Awareness Month in Richmond City was made by Tucker, seconded by Kelly, and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts
No Vote: None

DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE CONTINUOUS FIRE PROTECTION SERVICES AGREEMENT BETWEEN RICHMOND CITY CORPORATION AND SMITHFIELD CITY CORPORATION.

JUSTIN: The Smithfield City council adopted the fire services agreement, but they included two changes to the contract they would like the Richmond City council to approve as well. They were concerned there was no mention of the fire station or the equipment in the fire station. They asked for the following item to be included in the contract: "Richmond City will pay for the expenses related to the Richmond Fire Station Building located at 54 East Main, Richmond as well as the maintenance and repair of the equipment stored/operated out of the Richmond Fire Station Building". The second change was in the fee schedule; they added "plus yearly wage market adjustments, when applicable". This means if paramedics or other employees are hired at a higher wage than the current staff, the increase will be passed along. There are not any big changes planned with the Smithfield Fire Department, but they wanted to make sure they covered large wage increases, as the contract right now states there will be a 3.00% annual cost of living increase. The rest of the contract stays the same. If the council adopts this agreement, it will go into effect tomorrow, March 20th.

LYLE: That was already my understanding regarding the building and equipment, so I don't have an issue with that clause being added.

TUCKER: I agree. We talked about it before being that way.

PAUL: What have we paid Smithfield for so far this year?

JUSTIN: We paid them \$5,422 for the fiscal year daytime coverage. If this agreement is adopted, they will invoice us for full-time coverage for April through June less the amount already paid for daytime coverage.

PAUL: As we have reviewed the budget, this should fit closely into what we have already spent in the past.

JUSTIN: We still need to work out some specifics of which line items are being paid by each city, but the hope is it is close.

A motion to approve the amended continuous fire protection services agreement between Smithfield City Corporation and Richmond City Corporation was made by Lyle, seconded by Cheryl, and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts
No Vote: None

DISCUSSION AND POSSIBLE VOTE ON THE CONDITIONAL-USE PERMIT REQUEST BY JASON TREXLER, AGENT FOR TREXLER ENTERPRISES, LLC FOR A GROCERY STORE TO BE LOCATED AT APPROXIMATELY 150 SOUTH 200 WEST. PARCEL NUMBER 09-058-0019 WHICH IS APPROXIMATELY 1.81 ACRES.

JASON TREXLER: I am requesting a conditional-use permit for a new grocery store.

PAUL: Did the planning commission see the digital layout you provided us?

JASON: Yes. We are seeking approval, so we can move forward with this project. The building would be located at 150 South 200 West on the highway.

PAUL: We have seen the minutes from the planning commission meeting, but let's review what was discussed at that meeting.

JASON: The store will be 25,000 square feet. A full service deli, bakery, meat department, pharmacy and bank will be included. The layout of the store is a very standard grocery store layout. The number of employees will vary depending on the time of day. The dentist office is excited to have us as a neighbor. They think we will be a great addition to the area.

PAUL: What is the reason for the requirement for a conditional-use permit?

JEREMY: It is a requirement in the code.

PAUL: Is the zoning of the parcel Highway Commercial?

JEREMY: Yes.

JASON: We are not requesting a zoning change it was already zoned the way we need it for a grocery store.

PAUL: Will there be access from the highway as well as the north (100 South)?

JASON: Yes.

PAUL: Is a retention pond required?

DAREK: Tonight the request is for a conditional-use permit to start the process. If the conditional-use permit is approved, then a design plan will be created. Storm water retention is part of the design plan. It would look similar to Lee's Marketplace in Smithfield where the retention pond is located by the highway. There are other design issues which will be dealt with as well such as relocating the CVTD (Cache Valley Transit District) bus stop. The entranceway off of the highway will need to be widened. These items are all dealt with as part of the design review process and approval.

PAUL: Are all of the zoning requirements met?

DAREK: Yes. There are also ample parking spaces. Driveway widths will be dealt with. Jason has a document from UDOT (Utah Department of Transportation) stating he is not required to have a traffic study completed. UDOT is okay with the entranceway to the dentist office being widened. There will be a joint use agreement put in place for the access off of the highway.

PAUL: The property you own goes all the way to 100 South? There is not an easement or anything regarding access onto 100 South is there?

JASON: We own all the way to 100 South.

PAUL: The building is designed for semi-truck access on the east side of the building?

JASON: Yes. There will be one loading dock as well as one roll up door for access.

PAUL: Will the semi-trucks enter the property off the highway or from 100 South?

JASON: Semi-trucks will come in from 100 South. We are able to schedule deliveries within 15 minutes of when we want them to arrive.

PAUL: We have not had very many vehicles using 100 South in the past. Has anyone talked to Mayor Young to see if he has any concerns about this project?

JEREMY: I have talked with the mayor. The mayor and I have met with Jason previously. The mayor has seen the site plan. Mayor Young is aware of the city engineer's requirements. Mayor Young is aware of the discussion held at the planning commission. I am not aware of any concerns he might have. Mayor Young's biggest concern was making sure city construction standards and ordinances are being followed just like all other requests. One concern was access off of the highway, and UDOT has supplied us a letter in that regard.

CHERYL: Have you talked to the car dealership about your plans?

JASON: No. I talked to the owner of the property a long time ago but have not talked to the renter.

PAUL: There are not any easements between your parcel or the surrounding parcels, are there?

JASON: No, there are not.

PAUL: The planning commission has reviewed and approved the request. The request has been reviewed and approved by the city engineer and city manager. I am not aware of any concerns.

A motion to approve the conditional-use permit request by Trexler Enterprises, LLC for a grocery store to be located at approximately 150 South 200 West on Parcel Number 09-058-0019 was made by Cheryl, seconded by Tucker, and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2019-01, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE FOR THE CITY.

JEREMY: We are starting to work on compiling a list of fees for the city. This is the starting point of our fee schedule. We looked at the fees other cities charge, and we are typically ¼ to ½ of what other cities charge. We are still trying to have a small town feel and not gouge people. We looked at Preston's, Smithfield's, and some other cities' fees. There are rental items as well as some land-use items up for consideration this evening. When developers come in both Darek and I are engaged. We have spent many hours working with Jason Trexler. We are trying to offset some of our labor costs with the fees. It is not fair to the residents for them to pay for developer costs. The Webb Subdivision is another example where the staff spent a significant amount of time. We are trying to

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recapture some of our costs.

JUSTIN: Most of the fees included in the resolution are what we are already charging; we are just trying to get them listed in a current document.

JEREMY: The main fees for consideration tonight are the building rental fees discussed at our last council meeting. We are working to create one easily accessible fee schedule for the city.

PAUL: Are the rezone and site plan fees new?

JEREMY: Our code allows for them, but I have not been able to locate them in an official capacity since the changeover from Marlowe to myself. We can adjust the numbers to what the council is comfortable with in order to find a happy medium.

TUCKER: I think the rezone fee is high. We typically only rezone smaller parcels. A few are larger, but most are small.

DAREK: What is the cost of the legal notice for the newspaper on a rezone?

JUSTIN: I would estimate around \$50.

CHERYL: Do we have to charge these fees?

JUSTIN: The council can add, amend, remove, or change any fee.

CHERYL: Are we charging for most of these fees now?

JEREMY: Yes. Currently, we are charging \$25 for a conditional-use permit request and a kennel license permit.

PAUL: Do these fees include the time the city engineer spends on a project?

JEREMY: No. At some point, we will recoup those costs. As it is listed in our standards and ordinances, we can charge for legal counsel and engineering. Employee time cannot be billed on an hourly basis. I would anticipate we have \$2,000 to \$3,000 in expenses on the Webb Subdivision.

DAREK: I think it is actually more than that.

CHERYL: The cost for a rezone request is high. I don't see the need for a conditional-use permit renewal fee as well.

PAUL: I agree.

JUSTIN: We have only required conditional-use permit renewals when an official complaint has been registered with the city which has not happened very often.

PAUL: I think it is reasonable to charge \$250 for a rezone application. The publication costs about \$50, and the rest is time the staff has spent on the project.

TERRIE WIERENGA: I would like to comment on the conditional-use permit fee and renewal. If there are issues, this was a way to bring people back before the council. If a small fee was charged, the intent was this would help to keep people in compliance, so they were not charged the fee again. The council wanted to encourage people to stay in compliance and follow the rules. I am aware of conditional-use permit issues in my area.

CHERYL: I don't remember agreeing to any conditions when we obtained our conditional-use permit.

JEREMY: You might not have had any conditions listed. A conditional-use permit is a mechanism to monitor and add additional requirements and guidelines to a specific project or location. I should have a list of yearly renewals, but I currently do not.

TERRIE: I know we had a list a few years ago.

PAUL: Did you charge a renewal fee in Franklin?

JEREMY: No. Not as long as there were not any issues. I am still working on the information provided to me by Marlowe. I will start to compile a list.

PAUL: As written, the renewal fee would be a yearly fee.

JEREMY: The staff is okay if you remove this fee from the schedule.

PAUL: If a renewal is required, does it come before the council and planning commission or just the council?

JEREMY: I don't recall; I would need to review our code.

TERRIE: I think just to the council if I recall correctly.

PAUL: I support changing the rezone fee to \$250 and removing the charge for the renewal of a conditional-use permit.

JUSTIN: If the council feels it is appropriate in the future, it can be added at that time.

JEREMY: The fees are easy to modify via resolution. The council can adjust as needed. Adopting the fees by resolution makes changes easy and flexible for the council to deal with.

TUCKER: Is the site plan review for a new subdivision or large commercial project?

JEREMY: Yes.

CHERYL: Who reviews a site plan?

TUCKER: The staff of the city and city engineer when needed.

JEREMY: Normally, Darek and I review site plans. I review the land-use side of the request, and Darek reviews the construction and storm water side of the request. Typically, both of us are involved. The goal is to have any ordinance issues resolved before the request comes before the council or planning commission. We want to have all of the technical items already resolved.

CHERYL: Won't business license fees go away long term?

JUSTIN: There will always be business licenses for business such as Big J's, Maverik, L.D.'s Café and the new grocery store. Non-evasive home based businesses with no traffic do not need them unless they make a request to have one.

A motion to adopt Resolution 2019-01, a Resolution amending the Prevailing Fee Schedule of Richmond City including amending the fee for Rezone Applications from \$400 to \$250 and removing the fee for Conditional-Use Permit Renewals was made by Kelly, seconded by Lyle, and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts

No Vote: None

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY.

JUSTIN: The city code is now online and easily searchable thanks to Terrie. Terrie updated the website with the link to the code. The code is hosted by a company called Municipal Code Online. The best feature is the search feature. Also, when ordinances are adopted, the code is easily changed and online as soon as submitted. The city staff, engineer, and residents will appreciate the new format and search feature as it is very simple to use. The city has contracted with Emily Sim and Public Sector Economics for an impact fee study for culinary water and sewer. A rate study on sewer will also be completed. Jeremy, Darek, and I are currently in the information gathering stage for Emily as she starts this process. After the information is put together and a report completed, it will come before the council for review. Right now, the new budget is 90% complete. We are just waiting to finalize a few bids on equipment and larger purchases. The new budget needs to be adopted before June 22nd. I hope to have it ready and done in May. The current budget will be adjusted in May and June. A CLEF Grant for the library was received in the amount of \$5,400. Sales Tax revenue collected was \$37,957. The sales tax collected in February was for the month of December. December was a very good month because of Christmas. The fire department generated \$12,755 in revenue this fiscal year for fighting wildfires and coverage for the Cherry Peak concert series.

PAUL: What happens to the fire department revenue now the Smithfield contract is in place?

JUSTIN: I am not 100% sure, but I will check with Chief Jay Downs and let the council know. I think there will be some questions like this we need to clarify as we move forward with this new contract. This contract is different for Smithfield than other contracts they have in place, so it will be a work in progress. Smithfield contracts with Hyde Park and Amalga, but neither of them has a fire station and equipment in their towns. This is new for them and us. The month of February was quite quiet in regards to the finances. Right now, we are working on the new budget and obtaining bids for certain items. I plan to present the preliminary budget at the April council meeting.

COUNCIL MEMBER REPORTS

KELLY: I finally found someone to take over the family activities for Black & White Days.

PAUL: Are the Highland Games being held during Black & White Days this year?

KELLY: Yes. The Cow-A-Bunga race is changing as well. This year will include a 10k not a 12k race. There will still be 5k and one mile races as well. The route is also changing. The route will change and go north at the home owned by Kevin Forsgren where in the past it went east of there.

PAUL: Any luck with a grand marshal?

KELLY: No. The horse committee does not want to do it, as they have too much going on during parade time as they prepare for the horse pulls.

TUCKER: We need to work on making sure the irrigation canal gets sprayed this year. That is the responsibility of the city.

JEREMY: I anticipate using a subcontractor. The staff is worried about contamination and other issues if we do the spraying ourselves. We need to select a contractor and start some dialogue with them of what is needed.

PAUL: We have some other problem areas in town we need the subcontractor to spray as well. Jeremy, Norton Thurgood, and I met to discuss some of our roads. Norton is a retired UDOT (Utah Department of Transportation) supervisor. Norton does a yearly road survey for us. We selected the worst roads for chip seal for this year. There are several areas of the city which need attention. By the nature park, there is almost two to three feet of fill touching the road. We are going to work with a subcontractor to peel about eighteen to twenty feet back past the road. We need to keep water off and away from the road. We need drainage. There are several other natural road failures in the city caused from time or water. The chip seal and crack sealing we did this year cost around \$140,000. We need to remove and replace asphalt in some places. The road on the south side of the Richins minor subdivision (300 South 250 East) is a problem. There is not much traffic on that road. We need to plan for a street light in that area.

DAREK: Our standards require a historic looking pole like on the highway. I think they cost around \$2,000 each.

JEREMY: Two were ruined on the highway and they cost around \$4,000 each to replace.

PAUL: We have some trouble areas we need to resolve. We have an agreement with L.D. Bowcutt to do some road work on the north side of the Black & White Days building. The city does not own some of the area, so the county will not do the work as part of our interlocal agreement. We have a responsibility to honor our commitment for that project. We are looking at doing a double chip seal on the road leading to the south side of the fire station. The work done on the road up to the gun range is not working. The side of the road is still washing away. We are looking at doing a double chip seal again this year to try and hold the road together. Hopefully, our Class "C" Road Funds allocation will continue to increase, so we can do more road work.

DISCUSSION AND POSSIBLE VOTE ON ALLOWING MAYOR YOUNG TO NEGOTIATE TERMS AND SIGN A LEASE FOR SPACE TO BE RENTED IN THE PARK COMMUNITY CENTER.

PAUL: We have been approached by Spartan Company about leasing them some space in this building. They are a field service construction company. I need to disclose they are a customer of Cache Valley Bank, and I am an employee of the bank. My job at the bank has nothing to do with this agreement. Some work needs to be done to this building to meet their needs. We have to work through some ADA concerns.

LYLE: Will this lease effect what the Cache County Sheriff's Office wants to do in the building?

PAUL: At this point, it is an unknown of how they will be affected. The mayor thinks we can negotiate with them to make sure they have what they need. They basically need one room and a bathroom.

LYLE: Will the east entrance of the building work for ADA access?

JEREMY: We have been told we can meet the ADA requirements. We have some rough numbers from Cody Anderson on the concrete work for the new south entrance. The discussion has been on whether or not to install a ramp or steps. The concern with adding a ramp now is will it be in the right place long term if the council room is relocated and a south door installed. If Spartan does not require a ramp, we will most likely hold off on it for now. The entrance will still be installed but with steps instead of a ramp. If a ramp is installed, then ADA access off of the curb and gutter will be required as well. There are slope issues on the south side of the building. The cost estimate for a small landing and some stairs is \$4,000. If the stairs are wider than 4 ½ feet, a foundation and footings will be required, and the price will double.

PAUL: The installation of air conditioning units is also required.

JEREMY: Six units will be installed at a cost of around \$15,000 to \$20,000. The cost of the units themselves is around \$10,000.

LYLE: Will the existing furnaces work with the new air conditioning units?

JEREMY: Yes.

PAUL: Spartan will add some walls and partitions in each of the rooms they lease.

JUSTIN: The total size of this building is 30,769 square feet. Spartan is wanting to lease 5,789 square feet.

PAUL: Spartan needs a fiber connection for their internet, and we have it in this building. Another tenant wants to put a data recovery site in a separate room as well. They would pay rent for their space as well. The proposed monthly rent from Spartan is \$2,500 per month. The rent will help to pay for our improvements to the building. We will have to pay a tax on the leased area which is similar to property tax but under a different name. The privilege tax will be around \$200 per month. There are not separate electrical meters either. The utilities are included in the monthly lease payment. We are required to install an exterior door as well. It will be expensive. We have a bid for the project.

JEREMY: The installation of the south door is around \$5,000, and the firewall will cost around \$8,000.

PAUL: The firewall will be installed in the hallway by the bathrooms.

LYLE: Is the firewall location the same as previously proposed?

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JEREMY: Yes. The bid for the installation of the new door on the south side is \$5,712. The bid for the firewall is \$8,040.

CHERYL: Is the city paying for this?

JEREMY: Yes, the city has to complete these two projects before Spartan can move in.

PAUL: They are committing to lease the space for a minimum of two years.

JEREMY: They are not sure of their long-term plans, but they will be here for at least two years if not longer.

PAUL: We need to collect a deposit for at least half of the cost of the projects we are going to complete. We have funds from the sale of the rental house to pay for this project.

TUCKER: So, they will sign a lease for two years?

PAUL: Yes. They want to be in the building by May 1st, if possible. The proposal this evening is to authorize the mayor to finalize the lease agreement based on our discussion tonight.

TUCKER: So, our part of the project is a new door on the south wall, firewall in the hallway, and air conditioning units.

LYLE: Do we have any idea what the utility cost increase will be?

PAUL: I would expect \$200 per room on average.

LYLE: Utilities are part of the rent?

PAUL: Yes. I would expect the six new air conditioning units will cost \$125 to \$150 each per month when in use.

JUSTIN: Paul mentioned earlier we have to pay a tax on the rooms we lease. The city is exempt from property tax but instead has to pay what is called a privilege tax. The privilege tax is calculated the same way property tax is.

JEREMY: Spartan will lease six rooms, and five of them will have new air conditioning units installed. The sixth room already has air conditioning. The sixth new unit we have installed will be for the sheriff's office.

PAUL: The privilege tax will be about \$2,500 per year from what the county has estimated. It is a positive to have people in the building. I have talked to Darek, Mayor Young, and Jeremy, and we all feel it is a net positive.

TERRIE WIERENGA: Will the city receive any sales tax revenue from this business?

PAUL: I don't think they sell any products. I think they will just have support staff in the building. If they sell products, we will receive sales tax revenue.

LYLE: It appears we will be at a breakeven on this for what we are paying out and receiving in rent.

PAUL: I think we are at a breakeven for the first two years.

JEREMY: It will take at least 24 months to recoup our upfront costs.

PAUL: Which is not unusual in a lease agreement.

LYLE: Some of the projects were already planned for in anticipation of the sheriff's office coming into the building.

JEREMY: The firewall is mandatory. The mayor has worked hard to make this a good deal. Spartan will be investing around \$75,000 to \$100,000 in the building to get the rooms ready for them to occupy.

PAUL: I am not sure the long term value of what they will install. The air conditioning units are needed.

LYLE: Will we have to install fire sprinklers?

PAUL: Not if the firewall is installed.

JEREMY: I think Spartan will have a hard time walking away after two years having invested \$75,000 to \$100,000 plus their monthly rent. It is a big commitment on their part to be here.

LYLE: Paul, you recommended they pay some earnest money. What do you recommend?

PAUL: I think they need to pay the first year's rent upfront.

LYLE: You want them to pay that now in order for us to start the building renovation projects?

PAUL: Yes, I think that is appropriate.

LYLE: I am comfortable with that.

PAUL: We need something on hand if they simply just walk away from the project.

CHERYL: So, they would not owe us any rent for a year after the initial payment?

PAUL: The lease would not start until the projects are done and they move in. At that point, the lease would start, and they would not owe anything for another year.

LYLE: Can we get our improvements done in the timeframe they need?

JEREMY: We hope so. They also received an air conditioning bid, and it was the same as ours. We don't want to impede their schedule. We might end up working with their contractor for timing purposes.

PAUL: We are proposing, based on the terms we have discussed, allowing the mayor to finalize the lease agreement. If there are any new major changes, he will need to notify the council for approval.

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A motion to allow Mayor Young to finalize the lease agreement between Richmond City Corporation and Spartan Companies with the conditions the lease agreement be for a minimum of two years and a down payment of the first years rent, \$30,000, be paid to the city before the city starts the required renovation projects for Spartan Companies to lease the office space was made by Tucker, seconded by Lyle, and the vote was unanimous.

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts

No Vote: None

COUNCIL MEMBER REPORTS

PAUL: I have invited Curtis Dent to attend this evening. Curtis is retired but has had a general contractor license for many years.

CURTIS DENT: I have had one since the 1980's but do not have one right now.

PAUL: We have some grant funding available to help put in a trail on 300 East. The trail is on 300 East and goes from 500 North south to the horse arena (350 South). We had an open house with the residents who reside on 300 East to explain this project. The engineering for the project is almost complete. Curtis, the council would like to ask you to be the resident who oversees this project.

CURTIS: What is entailed?

PAUL: You would be the boss over the project. You would coordinate volunteer service from the local faith-based groups. You would work with the city staff and city engineer on the project as well as subcontractors. This would be as a volunteer. Would you be interested?

CURTIS: I am interested in helping but don't want to overcommit because of other commitments I already have in place.

PAUL: The project needs to start in April or May and be completed by the fall. We need the experience you have for this project. The council is willing to help, but we need your expertise. We are on a tight budget to make this project work. We have applied for some RAPZ tax funding and won't know if approved until in May. We want to do the entire project in concrete if possible.

CURTIS: I think I can help you with this.

PAUL: We are just asking for you to help as much as you can. You would be the point person for this project, and the council would support your decisions.

CURTIS: Will the city workers be involved in the excavation portion of the project?

JEREMY: We are quite short-handed in the city. There are some big projects we have to complete in the water and sewer departments. We felt like we did not have the manpower to do this project. We can offer some assistance on the project with our staff, but it won't be full-time help. We plan on you using the city dump truck and backhoe. We don't have enough staff members to oversee this project as well as all the other projects going on in the city. We don't want to hire employees just to help with this project.

CURTIS: Which way does the project have to go?

JUSTIN: My understanding is from Main Street to 300 North needs to be completed first, but whether you go north to south or south to north does not matter.

JEREMY: The city staff will need to relocate a couple of fire hydrants.

DAREK: Some electrical poles have to be relocated as well.

JEREMY: It is a big project to oversee, and we don't have enough staff to deal with it and other problems in the city.

CURTIS: Has the project been put out to bid?

PAUL: We have some initial bids from last year. We know the local faith-based groups will help out as well. Thank you for your willingness to help out.

CURTIS: When complete, this project will be an asset to the city.

TUCKER: I know an excavating company who is willing to donate some time as well.

DAREK: Rocky Mountain Power will have to move some wires. The trail is located in the middle of the city right-of-way, so we won't have to move very many items.

PAUL: The council will need to work with the property owners as we go across their yards.

DAREK: The trail will go between the power lines and the property line of the parcels. The trail will be on the east side of the power poles. The engineering plans are 90% complete.

DISCUSSION AND UPDATE ON THE CONTRACT FOR POLICE PROTECTION SERVICES WITH REPRESENTATIVES OF THE CACHE COUNTY SHERIFF'S OFFICE.

LIEUTENANT MIKELSHAN BARTSCHI: I oversee the criminal division of the sheriff's office and have done so for the last year. I also oversee the contracts with cities in the valley. We are not proposing an increase in the hourly rate of our contract with the city. We are not proposing an increase in the billable hours as well. The hours included in the contract are 600. The reason we can keep the rate and billable hours the same is because of the revenue we generate at the jail. The jail has around 360 beds, and on an average day, there are 315 to 350 people in the jail. We have the same amount of staff on hand no matter how many people are in jail. We get paid to house some of the inmates which generates revenue. Franklin County pays us as does the State of Utah. Because of this revenue, we can keep the contracted amount the same. Right now, we are about 75% of the way through the fiscal year. Through the end of February, we have logged 1,484 hours in the city. This is about 247% over the contracted hours. We don't make money on this contract.

CHERYL: Are those the actual hours a deputy spent in the city?

LIEUTENANT BARTSCHI: Yes. We look at our agreement with the city as a cooperative effort between the city and sheriff's office. We are tracking our hours better than in the past. We like to work with the city.

PAUL: The council appreciates the service offered by the sheriff's office to the community.

LIEUTENANT BARTSCHI: We have several new employees on patrol. Several of them have limited experience, so they are learning. We know we have areas we need to improve in. Previously, we only had one investigator, but due to receiving some grant funding, we were able to hire two more investigators. Investigations are taking longer than in the past. It used to be a normal DUI (Driving Under the Influence) case would take about 90 minutes to complete. Now, this same case will take four hours because of new reporting requirements. We have hired another animal control officer to assist in the valley. We appreciate the ability to utilize your building for our staff as well as for training purposes. We had national instructors, as well as instructors from the FBI, in attendance for our last training session on mass casualty incidents and active shooter cases. Local fire department personnel, dispatchers, and police department members participated in the training. The training was not new but was to help us work together and train together. Thank you for the use of your building. The instructors came from Texas and thanked us for having a building like this we could utilize.

JUSTIN: Thank you for having the department attend our city party. The residents really appreciate all of the apparatus and staff you have in attendance at this event.

SHERIFF CHAD JENSEN: We always enjoy attending and being part of the community.

LIEUTENANT BARTSCHI: There are two new star deputies for the city. Both are new members of our department. We have had many employee changes recently. We try to be in contact with your staff as much as possible.

JUSTIN: The contract being discussed tonight is part of our annual budget, so there is no voting on the contract this evening, just a discussion and update.

PAUL: We cannot be happier with your service. Thank you for the service provided to the community.

KELLY: Can we count on your help with Black & White Days this year.

LIEUTENANT BARTSCHI: Yes.

Mayor Young arrived at the meeting at 8:34 P.M.

KELLY: I will notify you of the help we need.

SHERIFF JENSEN: I will have your previous star deputies coordinate what is needed with the new star deputies.

MAYOR: Thank you for your willingness to work with us. We appreciate the ability to be able to have open dialogue with your department. It is so crucial to have good communication where we are a smaller community.

TUCKER: How many hours have been spent in the city so far this year?

LIEUTENANT BARTSCHI: From July 1st through February 28th, we have logged 1,484 hours in the city.

PAUL: Do you have the resources in this building that you need?

LIEUTENANT BARTSCHI: We have what we need in this building. We want the officers to be on the road as much as possible.

MAYOR'S REPORT

MAYOR: I was at the Logan City council meeting tonight participating in the plastic bag ban agenda item. The Logan City council voted to table the request for six months. There was significant dialogue outside of the council meeting on the subject. There were about 100 people in the discussion. When I spoke during the city council meeting, I asked them to table the request for a period of one year, so all of the other local cities could look at options as well. There are options for better recycling practices. Right now, plastic bags cannot be recycled. The plastic bags are collected and taken to the dump. There are not any means in the valley to recycle these types of bags. There are not many options to get rid of them. Currently, plastic bags are gathered and combined into a large item and then taken to the dump. A group of people who attended the meeting were upset the request was tabled. I asked them to have an open dialogue with those who do not want to see the ban put in place. A \$0.10 per bag surcharge would be put in place if the ban is approved. This would apply to Logan City only. If they pass the request now, it bypasses any other community trying to be involved and work together with them. I am not sure what will happen. There will be joint meetings in the future to discuss options. I hope both sides can work together. I want to see everyone work together and be involved.

TUCKER: Is the \$0.10 charge a tax?

MAYOR: Yes, it would be a tax. It cannot be a fee or assessment I was told.

CHERYL: Who receives the \$0.10 tax?

TUCKER: Does the county or Logan City?

MAYOR: I am not sure. There is an advisory committee with representatives of Logan City and Cache County. The county council will have the final say on this. Logan City presented this to the county. After that point, all of the local mayors got involved. At the meeting tonight, I asked how many of the people in the audience owned a business. Out of the 100 plus in attendance, only four raised their hands, and two of the four own the same business together. They worked in the grocery business and were concerned. This ordinance needs to be reviewed by businesses as well, so they can help to come up with options. Almost everyone in attendance to the meeting either worked at Utah State University or was a student of the university. The intent is to come up with some options in the next six months. Logan has to adopt something before the county will consider it. The advisory board had three recommendations. First was to educate residents of the valley. Second was to come up with a place for the plastic bags to go. Third was to figure out a way to eliminate waste long term. I needed to attend that meeting and appreciate you being here and taking care of this meeting.

PAUL: Plastic packing material is also included.

MAYOR: It is currently already in place for that type of material and the disposal fee is \$0.17 per pound, but it has not been charged in the past. It was a hard discussion and vote for the Logan city council.

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

Yes Vote: Erickson, Thatcher, Peck, Bair, Crafts

No Vote: None

Adjournment at 8:48 P.M.

RICHMOND CITY CORPORATION

Jeffrey D. Young, Mayor

ATTEST:

Justin B. Lewis, City Recorder