Richmond City Council Minutes of March 17, 2015

RICHMOND CITY COUNCIL MARCH 17, 2015

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, March 17, 2015. The meeting began at 7:00 P.M., Mayor Michael Hall was in the Chair. The opening remarks were made by Paul Erickson.

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

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

APPROVAL OF CITY COUNCIL MEETING MINUTES

> ***A motion to approve the February 17, 2015 City Council meeting minutes was made by Jeff, seconded by Paul and the vote was unanimous.***

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

DEPUTY REPORT

MAYOR: The monthly meeting of the mayors was held at the Cache County jail. The mayors were introduced to the new team of leaders for the department. The mayors were informed there is going to be a need for those being sentenced to have the opportunity to perform community service. The Sheriff's office asked if we could come up with a list of city projects we need help on such as staining the entry signs to town and cleaning up garbage. The Sheriff's office is looking for projects for five to fifteen people to help on. All of you should be receiving the monthly report from the Sheriff's office. If you are not, let me know.

PRESENTATION AND POSSIBLE PROCLAMATION RELATIVE TO CHILD ABUSE PREVENTION

HANNAH RUSSON: I am an intern working at the Child & Family Support Center. The center is going through a big period of growth, rebranding and renaming this year. The center has been open since 1982 and has helped tens of thousands of children and adults. Some of the programs offered by the center are a crisis nursery, counseling and educational classes for children and their parents. The center is opening two new offices; one in Hyrum and one in Smithfield. The center is also building a new home base at approximately 1500 North 200 West in Logan. The center is seeing considerable growth right now. As the center is rebranded this year the name is going to be changed to "The Family Place". The current name has a certain stigma about it that the center wants to get rid of. The children's abuse side is being put under the new name of "The Starfish Children's Center". The center wants to keep the names separate as the center offers abuse help as well as family help. Child abuse prevention month during the

month of April is on a national level. The most common form of abuse is sexual abuse. Statistics show 54% of those involved in sexual abuse are female. Seventy-two percent of sexual abuse claims involve the parents of the children. Thirty-five percent of all cases involve either drugs or alcohol. In 2013, there were 297 substantiated cases of sexual abuse locally. The center is asking the city to make April 2015 Child Abuse Prevention Month in the city.

****Mayor Hall read the Child Abuse Prevention Month Proclamation.****

PAUL: We are glad to help out.

> ***A motion to approve April 2015 as Child Abuse Prevention Month in Richmond, Utah was made by Paul, seconded by Jeff and the vote was unanimous.***

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

****Mayor Hall was temporarily excused from the meeting.****

BUSINESS LICENSES

HEAVEN'S BEST CARPET CLEANING

MICHAEL FOKKEN: I moved from Smithfield to Richmond about a month ago. I want to follow the rules and regulations of the city. My business cleans carpet and upholstery. Ninety-nine percent of the time the work is completed at my customer's place. There is not any impact to my residence from the business. I will use the local garbage service to haul items away on a weekly basis.
PAUL: How many cleaning vehicles do you have?
MICHAEL: Two.
PAUL: Are they both vans?
MICHAEL: Yes, a Chevy Astro Van and a Dodge Caravan. I don't have a garage at my home but we park the vans on my property, not on the street.
PAUL: They reside in the home owned previously by Holger Sanders. Any chemicals stored at home? Are they toxic?
MICHAEL: Most are not toxic but some can be depending on the quantity. I store everything in my basement.
PAUL: The quantity of the chemicals?
MICHAEL: About 10 gallons of chemicals in the vans and around five gallons in the basement of the house.
PAUL: Are any of them flammable?
MICHAEL: The Scotchgard can be flammable.
CHERYL: Does the business have employees?
MICHAEL: Yes, there are two employees. One from Smithfield and the other one is a student at Utah State University. The goal of the company is to grow and expand. I hope we grow to the point that eventually we need to build a new building and relocate the business there.

PAUL: Just a reminder the City park strip is for temporary parking but we ask that no vehicle be parked there overnight for safety reasons such as snow removal.
MICHAEL: The vans will always be parked on the cement parking pad or on the side of the house.

A motion to approve the business license request for Heaven's Best Carpet Cleaning (Michael Fokken) was made by Jeff, seconded by Tucker and the vote was unanimous.

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

MICHAEL: When can citizens ask questions during Council meetings?
BRAD: Citizens are welcome to attend and ask questions during the meeting but all decision related questions have to be posted on the agenda beforehand.
PAUL: If you have questions; raise your hand and the Mayor will call on you to speak.

CALIBER DESIGN, LLC

KIMBALL JUDD: I am setting up a business to be a landscape designer and consultant. I will do residential and commercial work. Right now, I am doing small scale yard enhancements. I am doing a few small paver jobs right now. I am just getting started with the business. I eventually only want to do design and consulting. I like working with homeowners to design their yard.
TUCKER: Do you do the work or just do consulting?
KIMBALL: Right now I am doing both. I hope to just do design and consulting in the future. I really would be considered a landscape contractor right now. I would like to oversee projects in the future but have someone else do the work.
PAUL: Will you be parking equipment in the street or by your home?
KIMBALL: I am not intending on having any machinery. I have room on the side of my garage to store a tool trailer if needed.
BRAD: Will you have clients at your home or will all work be done onsite?
KIMBALL: Rarely will people come to my home. Most often I will be visiting the job site. I will need to take measurements and look over the area so I can then make up a design at home. I will deliver the complete design by email or in person. I don't see the need for someone to come to my home.

A motion to approve the business license request for Caliber Design, LLC (Kimball Judd) was made by Paul, seconded by Tucker and the vote was unanimous.

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

HEALTH HUT WELLNESS CENTER

THOMAS MILLER: My wife and I do various things. We offer massages through foot zoning. We sell herbs and offer educational classes as well. We are all about offering health options. We also sell essential oils and some types of lotions. I teach herb classes. My wife teaches foot zoning and is a foot massage therapist.
PAUL: Please explain what foot zoning is.
THOMAS: There are points in the feet, hands and other areas of the body that can be worked on through the nerves in the body. The feet are the easiest thing to work with. It is a circulation and flow technique.
PAUL: What quantity of oils will you store at home?
THOMAS: We will have some items but none will be bigger than quart bottles at this time. There might be some one gallon containers in the future.
PAUL: Are the products flammable?
THOMAS: They can be but none of the products are required to be labeled with a danger warning.
CHERYL: Do you make your own herbs? Are they alcohol based?
THOMAS: Yes, we do and some are but there are many different options for the base product.
CHERYL: Are you closing your Logan facility?
THOMAS: Yes, and changing the name as well. We bought the business about six months ago and changing the name from the business located in Logan.
BRAD: You mentioned you will be teaching classes. How many people will attend? How many cars at your home at one time?
THOMAS: At this point; I would not expect more than four cars at a time. The plan is to grow in the future. The classes last around an hour and a half at this point.
JUSTIN: Thomas purchased the home formerly owned by Ross Johnson.
TUCKER: Will you install any signs?
THOMAS: We would like to. I need to find out what we can and cannot do in regards to signs.
TUCKER: Your intention is to have a sign?
THOMAS: Yes, after I find out the restrictions.
PAUL: The City ordinances are on the City website or you can contact the City Manager and he can explain the process.
BRAD: I am worried as your business transitions from small to big there will be parking issues and some restrictions may be necessary.
CHERYL: I have been to the Logan facility and it is quite big.
JEFF: Is this business in your home?
THOMAS: Yes.
PAUL: I would recommend we let him run the business for a year and then reapply. We can then see if there are any restrictions that will be required. Thomas, I just recommend you be sensitive to your neighbors. We have had to impose parking restrictions on auto repair businesses in the past. I don't see a problem where people will only be there for a few hours for a class but make sure no cars are parked on the street overnight.

A motion to approve the business license request for Health Hut Wellness Center (Thomas E. Miller) was made by Paul, seconded by Jeff and the vote was unanimous.

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

CACHE VALLEY CLOCK RESTORATION

CAROLYN NELSON: My husband likes to do upholstery, furniture redesign and repair of old clocks. The furniture would only be small items.
PAUL: Just simple things at your house?
CAROLYN: Yes. Nothing large scale. Tim has done several clocks for family members and now wants to do some for others.
BRAD: Any chemicals for the refinishing process?
CAROLYN: No.
JUSTIN: Carolyn and Tim had a previous license with the City for the upholstery work.
CAROLYN: That is correct and we let it lapse.

> ***A motion to approve the business license request for Cache Valley Clock Restoration (Tim Nelson) was made by Paul, seconded by Tucker and the vote was unanimous.***

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

AERIAL ROBOTICS, INC.

LEAH STALLARD: My husband is a computer programmer. The business has been open since 2002. We started in Colorado and then relocated to Logan. Now we want to rent the old bank building here in town. The building in town is closer to our home.
TUCKER: Will you be working with hardware? Shipping of products?
LEAH: No. All of the work is embedded programming. It is the mechanics for robotics. Right now we are working on a surgery arm. We do not have any local clients. We are currently working with clients from all over the United States, South Korea and England. We do a fair amount of travelling to client locations.
PAUL: So I am guessing no traffic at this location?
LEAH: No, we don't do any service work and our clients are not located close by.

> ***A motion to approve the business license request for Aerial Robotics, Inc. (Kevin Stallard) was made by Tucker, seconded by Cheryl and the vote was unanimous.***

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

EYE CANDY MAKEUP BY BECCA AND JANDY

REBECCA WILLIAMS: We do makeup applications. Usually this is done at people's homes. Only around 10% would be at my home.
JANDY LOPEZ: Our preference is at the client's location.
BRAD: Any cars or traffic at your home?
JANDY: At the most just a couple. We are marketing to go to their homes not our clients come to us. We don't want a salon environment. We want the client to be comfortable at their place. We don't want to turn away clients so if they want to come to us that is fine but our preference is to go to them.
PAUL: Any chemicals? If so, are they flammable? Quantities?
JANDY: We have cleaner and sanitizer for our tools in spray bottles.
REBECCA: All of the quantities would be less than one gallon.

> ***A motion to approve the business license request for Eye Candy Makeup By Rebecca and Jandy (Rebecca Williams and Jandy Lopez) was made by Jeff, seconded by Paul and the vote was unanimous.***

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

PRESENTATION, DISCUSSION AND POSSIBLE RATIFICATION APPOINTING ROD GOING TO A FOUR YEAR TERM AS A PLANNING & ZONING COMMISSIONER

TUCKER: Rod Going is the current Chair of the Planning Commission. His four year term is set to expire. The Commission members are allowed to serve two terms of four years each. I have talked to Rod and he is willing to serve another four years and stay on as the Chair pending the approval of the City Council.
PAUL: Is there any feedback from the Commission?
TUCKER: He has done an excellent job and will continue to do a great job.
PAUL: He is well versed in the nuances of the City having served on the City Council in the past as well.
TUCKER: He is willing to serve and work with the citizens. Rod is a good asset to the community. His service is appreciated.
BRAD: Rod has done a great job as the Chair.
PAUL: Did he replace someone during their term?
MARLOWE: No. He served a full four years.

> ***A motion to approve Rod Going as a member of the Richmond City Planning Commission and as the Chair of the Planning Commission for a term of four (4) years was made by Paul, seconded by Jeff and the vote was unanimous.***

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

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY

JUSTIN: The sales tax collected in February totaled $32,717 which is for the period of December 2014. This is the highest monthly amount received in a long time. It is the time for business license renewals and dog license renewals. The dog license clinic was in February and is a great service to the community. We are still collecting on bad checks and getting very close to even. I am very happy with that line item at this point, especially compared to last year. The City took over control of the American Legion Hamburger Stand and in return the City agreed to pay the fee for the two girls to go to Girls State. Ms. Larsen and Ms. Keck are going this year. The revenue to cover the American Legion expenses is made during the Black & White Days celebration. The LED street lighting project has been completed on the highway. There are still a few LED bulbs to be installed in the Sadler and Webb subdivisions. Mayor Hall submitted the RAPZ tax application for a new splash pad for the City. The project could take two or three years and could be completed in phases. Jeff and myself met with Ben and Rob and they will continue to do the burials for the cemetery. The Cemetery District will pay the City for the burials like has been done in the past. After the LED light project is complete we will submit the reimbursement request to Rocky Mountain Power. I have informed Ben, Rob, Juliene and Chief Wood to submit their wants and needs list for the new budget. I need the Council to submit their list as well and we will see what we can incorporate into the new budget. We are planning on a small wage increase; the increase will not be 5% like the last few years. The intent was to get the wages to comparable levels of other communities and we are now at that point. There will be a budget hearing in May to adjust the current budget. There will be another budget hearing in June to adjust the current budget and approve the new budget. The new budget must be approved no later than June 22nd.
PAUL: Some concrete pads have been poured out at Cub River. The new tables should be installed in the next thirty days or so.
BRAD: Has a plaque been installed?
MARLOWE: A plaque was installed on the playground equipment last year.
BRAD: Has a plaque been installed at the nature park?
MARLOWE: No.
JEFF: Order one for the Black & White Days upgrade project as well.
JUSTIN: I would suggest installing it on the grand stand.
PAUL: The remainder of the RAPZ money will be spent for fencing around the playground area at Cub River.

COUNCIL MEMBER REPORTS

BRAD: The Fire Department has been quite normal lately. I don't know of any new issues there. The building approach to the fire station needs to be replaced with a new curb and gutter with rebar.
PAUL: I agree it needs to be fixed but there is not enough money in the budget for the repair this year.
BRAD: I will get some bids. The water tank and well project is finishing up. The well house project was awarded in January and the well house should be complete in April.

DAREK: The cost of the project is around $240,000 and only about $80,000 of the cost is for the building. The rest of the expense is for the electronics inside the building.
BRAD: Do we know when the pump will arrive?
DAREK: Around the end of April.
BRAD: We are working to get the land purchase agreement finalized.
DAREK: The chain link fence needs to be reinstalled on the east side of the property as well.
BRAD: Will there be any more landscaping or big equipment in the area?
DAREK: No.
BRAD: Darek is working on the commercial sewer permits for the City. There are going to be some upcoming operation and maintenance projects needed at the sewer plant.
JUSTIN: Should I include the new north trunk line in the sewer budget?
BRAD: Yes.
DAREK: I need to check but I think the cost estimate is around $194,000.
BRAD: Marlowe is overseeing the action that is taking place regarding the nuisance issue on 300 East and it should hopefully be resolved within the next 60 days or so.

JEFF: For Black & White Days we have created a new 100-year anniversary themed t-shirt. We are going to order a bunch. Order details for the t-shirt have been posted on Facebook and sent through the City communication system. Anyone can order a t-shirt.
CHERYL: I know of some people that want to get them now and wear them for the celebration.
JEFF: We need to place an order by April 24th. There will be a section on the back of the t-shirts listing all of the sponsors. We always lose money from the event but hope this year to try and break even. Several businesses are being contacted for sponsorship money. I met with the Black & White Days horse pull committee and they are helping to get sponsors as well. The information about wanting to be a sponsor will be posted on Facebook and the City website. The cattle committee is moving forward. They have received confirmation that Governor Herbert will be attending the cow show on Thursday. We have received confirmation on our request for the Grand Marshal and the name will be announced at a future time. The details are being finalized. There are a lot of positive things happening. I need volunteers. We want to make the 100-year celebration special. We want to host a free fireworks celebration on Friday night after the movie.
PAUL: Why on Friday night?
JEFF: So there won't be any conflicts with the cows or horses. The cows will be leaving by Friday afternoon and the horses will start arriving Saturday morning.
PAUL: Has a contract been signed for the fireworks?
JEFF: No, but I am getting a bid from a couple of local companies. I need volunteers both young and old. We are adding a new run to the Cow-A-Bunga race. There will be a 12k run that goes to the ski resort. It will be a brutal uphill run but some people want to do it.
BRAD: That is a big elevation change.
JEFF: People can sign up right now online at www.cowabungarace.com. The website went live on the 15th.
PAUL: Does the winner get a prize?
JEFF: It is a long run uphill. We need sponsors to pay for prizes so we are still trying to finalize the prizes. I just want to make sure everyone has a good time for the 100-year celebration. I want everyone to appreciate the event for its historic past as well as for what the

event symbolizes today. The melodrama had been shut down for a few years but it is going to happen again this year. The performance will be here in this building. There are many locals in the production and they are excited to perform. The melodrama has been a big part past celebrations. I am still finalizing the tentative schedule and will provide to the Council when complete. I am working on the specifics on a few items.
BRAD: The theatre has been cleaned up and looks good. The piano was moved.
DAREK: There is a 750 feet elevation increase from here to the ski resort.
JEFF: The breakfast will still happen in this building. There are a few items being added to the horse pulls and there will be a special national anthem performance.
CHERYL: Will there be wheelchair access to the theatre for the event?
JEFF: It is being worked on.
BRAD: It will be completed before Black & White Days.
JEFF: Spread the word we need help and sponsors to make this year's event special. Every event is just having a little bit more extra added this year. There will be more events this year than traditionally occurred in the past.
BRAD: Have you made Council assignments yet?
JEFF: I will have everyone their assignment by the next Council meeting. Darek is in charge of the breakfast. The food trailer has been reserved and is available to store the breakfast items.
DAREK: I have a running tally of what was used in the past and will adjust some items as needed. I am going to add a few more things this year such as table decorations.
JEFF: I will be sending out emails to confirm specifics. Cheryl is in charge of the parade and the Grand Marshal will be announced at a later time.

TUCKER: Rod Going has been reappointed for another four years to the Planning Commission. We have another Commission member and her term expires in May so I will present a name to the Council in April or May to replace her. She has served eight years. There have not been any issues or discussions before the Planning Commission lately. There was a conditional use permit for some pigs for the county fair.
MAYOR: The conditional use permit has been filled out and completed.

MAYOR'S REPORT

BRAD: At the April 14th Council meeting there will be a presentation by Bob Fotheringham about the proposed water conservation district.
MARLOWE: Two engineers from J-U-B Engineers will be in attendance as well.
BRAD: We will discuss the draft copy of the water conservation district plan. Each member of the Council needs to review this document. Information is being put out now to try and resolve concerns and issues before a decision is made. It is possible the issue could be on the ballot this fall. The Cache County Council has not enough time to spend on keeping the water rights of Cache Valley in the valley. Other entities outside of the valley want our water.
MARLOWE: On the last day of this Legislature three million dollars was appropriated to review taking water from the Bear River to the Wasatch front and water from the Colorado River to the St. George area. Seventy-four percent of the Bear River water has already been designated outside of the valley because no protests were filed when the issue was discussed. The intent of the water conservation district is to protect the remaining 26% and make sure that water does not

leave the valley. There are five dams that are being considered to store water for the Wasatch front area. They are flat land dams and the amount of evaporation would be substantial. The purpose of the district would be to have a voice to prevent more of the Bear River water rights from leaving the valley.
BRAD: I agree. We need to become well versed in what the document says. There will need to be a revenue source to pay for the district. One of the initial concerns was the representation on the board. The way the document has been reworded is that elected city officials would be appointed to the board. The only protection we have for our water rights is through the county.
MARLOWE: Bob is the one trying to put this together to save our water rights. The County Council has not done much on this in the past.

****Mayor Hall rejoined the City Council meeting.****

BRAD: The district is an entity that would deal with water rights and issues.
MARLOWE: Bob will be here to answer any questions you have. Creating a district in the past failed because very little information was available beforehand. This document is well written. The process of creating the district will be explained. Public hearings will occur in the future and the item would be on the ballot at a future time.
JEFF: Is Bob on the April agenda?
MARLOWE: Yes, he will have the first 30 minutes of the study session.
JEFF: Please put this document on the Cloud as well.
DAREK: Make sure it is the updated version.
MARLOWE: That is the copy already supplied to the Council.
BRAD: The document can be reviewed at www.cachecounty.org/water as well.
MAYOR: I have asked Justin to review the new police protection and animal control contracts for next year.
JUSTIN: The new patrol contract is about $150 less than this budget year and the animal control contract amount is the same. It is an exceptionally good deal for the City as we cannot buy a car for the total of the two contracts. They offer an excellent service for a very cheap price.
MAYOR: The City is billed on an hourly basis for animal control and sheriff patrol. This is a yearly contract that we renew. The new Sheriff brought the contract to the last council meeting for review. Marlowe, Justin and myself have reviewed it. For the amount spent and the service received this is the best contract the City has in place. The City also gets extra coverage as the Sheriff's office uses this building for completing reports, paperwork, etc. The City receives extra patrol coverage as the officers come and go from the City office building. The Sheriff's office has always been great to work with. Outside of the contract the City receives help on investigations, SWAT, etc. and those services are paid by taxes not on an hourly basis.
JEFF: They offer an incredible service at a reasonable price.
PAUL: How does the alcohol revenue and expense fund portion of the contract work?
JUSTIN: The City receives funds from the State of Utah for alcohol enforcement. The funds are used for prevention, education, DUI patrol and other programs. Our funds go directly to the Sheriff's office and they accept the revenue and account for the expense on their records. It is audited as part of their yearly financials. The City received a few years ago around $1,900 to $2,100 per budget year and the funds have always gone to the Sheriff's office since they handle our police protection.

A motion to approve the animal control contract and patrol contract between the Cache County Sheriff's Office and Richmond City Corporation was made by Jeff, seconded by Brad and the vote was unanimous.

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

MAYOR: Just a reminder the April council meeting has been moved from April 21st to April 14th.

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

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

A&D Landscaping	85.00
Advanced Heating	79.00
Aflac	228.18
Allied Insurance	138.00
Altius	2437.60
Bear River Health	40.00
Beazer	127.7
Beeline Digital	23.00
Bridgerland	86.00
C.H. Spencer & Company	1500.00
Cache Chemical	530.44
Cache Valley Extermination	55.00
Cardwell	509.61
Century Link	237.47
Coca Cola	211.28
Comcast	228.21
Demco	119.98
Dennys	128.97
Ecosystems	427.80
Fastenal	1404.06
Follett	149.00
Frank Edwards	75.39
Hillyard Anderson Olsen	180.00
IFA	626.65
Interstate All Battery	99.98
IPACO	90.64

JUB	19264.18
Lee's	398.29
Logan City	15763.90
Miller Companies	953.05
Micromarketing	58.24
N. C. Vet	140.00
NAPA	492.42
Oldcastle	4414.16
Olson & hoggan	4799.00
PEHP	241.36
Pitcher Propane	1701.70
Platt	12069.00
Questar	1741.92
Randy's	197.51
Rocky Mountain Power	11073.36
Rockmount	192.51
Safety Supply	78.84
Skm	21.25
Smithfield imp	174.38
Square One	78.00
Staples	108.2
Suburban Propane	51.00
Tamara Hardy	14.00
Tess A. Davis	215.00
The Home Depot	47.39
ULGT	1900.67
United Service and Sales	318.40
Utah Education Network	84.70
Valley Agronomics	90.00
Verizon	249.69
Wex Bank	107.95
Ytech	1053.00
Zions bank Visa(justin)	15.61
Zions Visa	2834.83

Richmond City Council Minutes of March 17, 2015

Adjournment at 8:25 P.M.

RICHMOND CITY CORPORATION

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Michael E. Hall, Mayor

ATTEST:

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Justin B. Lewis, City Recorder