

Richmond City Council Minutes of February 17, 2015

RICHMOND CITY COUNCIL

FEBRUARY 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, February 17, 2015. The meeting began at 7:05 P.M.; Mayor Michael Hall was in the Chair. The opening remarks were made by Brad Jensen.

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, and City Engineer Darek Kimball were also in attendance.

City Treasurer Chris Purser was excused.

APPROVAL OF CITY COUNCIL MEETING MINUTES

A motion to approve the January 20, 2015 City Council meeting minutes was made by Paul, seconded by Jeff and the vote was unanimous.

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

No Vote: None

PRESENTATION BY CACHE COUNTY SHERIFF CHAD JENSEN

MAYOR: We would like to congratulate Sheriff Jensen on his new position and we look forward to working with him in the future.

SHERIFF CHAD JENSEN: I wanted to come before the City Council tonight to introduce myself. I have worked in various capacities for the Sheriff's Department for 23 years. It has been an exciting six weeks. It is time to review the patrol contract again. There have been some significant employee changes in our office. I think the changes will be positive for the contract. The current contract price is \$53 per patrol hour. There have been some job vacancies in our Department and we have not filled them. I am anticipating the new contract cost to be around just over \$48 per hour. Last year there were 1,965 hours of service in the community. The Department responded to 533 calls. There were 351 traffic citations issued and 48 warnings were issued as well. The Department was involved in 53 arrests in the community. I am excited to work with the City. I have a good relationship with the Mayor and want to work with the Council to have a positive relationship as well.

MAYOR: Do the man hours you mentioned include animal control?

SHERIFF JENSEN: No, just patrol hours.

PAUL: How many cars do you have in service throughout the valley at any given time?

SHERIFF JENSEN: Usually between six and eight. There is a minimum of three or four depending on the shift. On average there would be six patrol cars on shift. For clarification, the contract the City signs is for the time for the deputy and patrol car for the City. We also have an investigations unit and civil department. There other departments offer service to the community

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and the community is not charged for those services. The City is only charged for the deputy and the patrol car. Some cities don't realize what they are contracting for and what is included.

PAUL: Is there an extra cost to the City when there is an investigation?

SHERIFF JENSEN: No. Investigations, bailiff duties and a couple of other areas are included in the taxes paid by the people.

MAYOR: I think it is a big plus for us contracting with the Sheriff's Department is they have so many other departments to assist such as SWAT, investigations, etc.

SHERIFF JENSEN: We want to have a great relationship with all of the towns in the valley. I want to see our Department members grow and get more experience as well.

JEFF: How do the officers balance whether to issue a warning or a ticket? What is the thought process involved?

SHERIFF JENSEN: It is up to each officer. Each officer has a different threshold of when they will issue a warning or a citation.

JEFF: In the last month, I have been contacted by three people that were upset they received tickets rather than warnings. None of them had received tickets or warnings in the past and a ticket was issued this time. The one instance was east of town where a person rolled through a stop sign and was issued a ticket. She stated she had never received a ticket or even a warning previously. Where is the balance? What is the logic when deciding to issue a ticket or citation?

SHERIFF JENSEN: I don't really have an answer. If it was me, in that instance I would have looked at the time of day, who was in the car, did the person roll through the stop sign or blow through it as well as if there were kids in the car. The circumstances behind each situation mean a lot. It is up to the deputy whether to issue a warning or a citation.

BRAD: We received a lot of feedback from the annual City party and we want to make sure you know how much we appreciate the time and effort provided by the Sheriff's Department. Last year was the best year yet and we appreciate what the Department does for the community.

SHERIFF JENSEN: Millville, Hyrum and Richmond are the only three communities that currently do something like this and we love to set up and meet people in the community. It is a great event and we appreciate being part of it.

BRAD: We received a lot of positive comments. Thank you.

SHERIFF JENSEN: Some communities want the animal control contract and patrol contract as one. What is your preference?

JUSTIN: It is up to you. We are fine either way. Whatever is most convenient for you.

MAYOR: We really don't care; either way is fine.

SHERIFF JENSEN: Nothing changes between the two contracts; some communities just want one document rather than two.

JUSTIN: However you prepare the contract will be fine.

SHERIFF JENSEN: In the future, we want to be proactive on the City contracts. The hourly charge was \$46 for many years and then there was a big increase. I would prefer to see the contract reviewed yearly and small increments made, if needed.

MAYOR: We would be good with that as well.

SHERIFF JENSEN: I have reviewed the budget over the last five to six years and it has been pretty consistent line item by line item. The one possible change is if the County authorizes raises for the employees. I hope to be able to pay the employees more but in turn the wage increase would be passed along to the City.

MAYOR: Our contract with the Department is a good deal for the City.

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BRAD: We could not buy a car for the amount of the contract.

MAYOR: We have allowed the deputies the use of the little room in the back of this building. Is that working out? Do you need more space?

SHERIFF JENSEN: We would like to put a breathalyzer back there. Right now we have to take people to Logan as the closest breathalyzer is there. It would save time, money and hassle if we could have one here. It may or may not happen. It is up to the State of Utah.

JEFF: We will be upgrading our network connection in the next couple of months. The internet speed will be faster and a new router will be installed. Some new cabling has been run back to your office.

SHERIFF JENSEN: The breathalyzer would be a big advantage for us to have in the north end of the valley. I hope to make it happen.

MAYOR: What do you anticipate in regards to the contract price for animal control?

SHERIFF JENSEN: I have not reviewed that contract yet but I would expect it to remain about the same.

JEFF: We will be adding in a WiFi booster. Is there a need for your cars to have internet access here at the building?

SHERIFF JENSEN: We have internet air cards in each car. The most important thing is having internet service inside the building.

MAYOR: It is good to have you here this evening and we appreciate the service of the Department.

SHERIFF JENSEN: I am glad to attend and plan on attending more City Council meetings in the future.

DEPUTY'S REPORT

DEPUTY BRAD NELSON: On the road that leads to the ski resort, 500 North, where is the City boundary?

PAUL: Right above the irrigation canal.

DEPUTY NELSON: I have been asked to do more patrol up there as there is a speeding problem but I was not sure where the City boundary ended.

BRAD: There has been a sign there in the past but it was removed as part of a sewer line installation and it needs to be reinstalled.

DAREK: People are going up and down that hill at a high rate of speed.

DEPUTY NELSON: What do you need from the Sheriff's Department in regards to Black & White Days?

JEFF: I met with the race committee this evening and this year we are going to do a 15k race which is a longer race than normal. We will have to put up some signs and warnings. We are considering adding a bicycle option to the race as well. There will be a lot more people participating this year than in the past.

DEPUTY NELSON: Will we need more deputies for coverage that week?

JEFF: I will get some maps for your office to review and we can look at areas of concern. Running through the main part of the City during the horse show and breakfast on Saturday morning could be an issue. This is the 100 year celebration and will be bigger than normal. I will get you maps and a list of specific events.

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DEPUTY NELSON: I know two years ago we did some alcohol shifts for the City during that week.

MAYOR: We appreciated that very much.

JEFF: I think it would be good to have those shifts again this year since it is the 100 year celebration. Traditionally after the cow show there can be issues. I will get with you and we can discuss specific nights and what is going on. Some nights we will need more help than others.

DEPUTY NELSON: We can get more foot patrol those evenings.

MARLOWE: If the race goes out of the City limits you will need to get a permit from the County.

JEFF: Would that include going up to the ski resort up Cherry Creek?

MARLOWE: Yes. Anywhere outside of the City limits needs a permit. The permit can be obtained but there will be an associated fee with it.

DAREK: If you use the highway you would need to get permits from UDOT.

MAYOR: You can cross the highway without a permit but not do any running or biking on the road without a permit from UDOT on a UDOT owned and maintained road.

BUSINESS LICENSE

ANDREW TURLEY FLOORING

ANDREW TURLEY: I do flooring installation. I don't do anything out of my house. I contract with Abbey Carpet for installations. Mainly, I go to Abbey Carpet and pick up the product and then go to the jobsite and do the installation work. I need a business license as a subcontractor and want to use my home address.

MAYOR: Any traffic coming and going? Storage of flooring products at your residence?

ANDREW: No.

A motion to approve the business license request for Andrew Turley Flooring (Andrew Turley) was made by Brad, seconded by Cheryl, and the vote was unanimous.

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

No Vote: None

DINAH WEBB UPHOLSTERY

DINAH WEBB: I help to restore the interior of classic cars by upholstering the seats. I also do work for some of the local car dealerships.

TUCKER: She is the best there is at upholstery work.

PAUL: I agree; she does great work.

MAYOR: Any traffic?

DINAH: There won't be any traffic issues. I usually pick up the vehicles and return them to the dealership. In the case of some of the old cars I do the work onsite since the vehicle might not be running and drivable.

MAYOR: Do you store materials at your home?

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DINAH: I try and just purchase the products I need for the current job I am working on.

BRAD: Didn't you have a license with the City previously?

DINAH: Yes.

BRAD: Were you located in the building across the road from this building?

DINAH: I was going to but my mom had some health issues and I helped her out instead.

A motion to approve the business license request for Dinah Webb Upholstery (Dinah Webb) was made by Jeff, seconded by Tucker, and the vote was unanimous.

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

No Vote: None

PRESENTATION, DISCUSSION AND POSSIBLE PASSAGE ON RESOLUTION 2015-1 ENTITLED "A RESOLUTION APPOINTING MR. RON NATALI AS TRUSTEE REPRESENTING RICHMOND CITY ON THE CACHE VALLEY TRANSIT DISTRICT BOARD OF TRUSTEES".

MAYOR: We sent out a message through the Parlant system asking for those interested in being a Board member to represent the city on the Cache Valley Transit District. Ron Natali responded first and I made contact with him. We received a few other applicants for consideration as well. Ron has met with Todd Beutler of the Transit District to review the time requirement, what is involved and what is needed from each trustee. Todd felt the conversation went well and Ron would like to serve on the Board.

RON NATALI: I am ready to go. The first meeting I would attend is next week. I have the book to review and have to fill out some tax forms to be on the Board.

PAUL: Thank you for your willingness to serve.

A motion to adopt Resolution 2015-1, "A RESOLUTION APPOINTING MR. RON NATALI AS TRUSTEE REPRESENTING RICHMOND CITY ON THE CACHE VALLEY TRANSIT DISTRICT BOARD OF TRUSTEES" 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 DECISION WHEREIN THE CITY COUNCIL AUTHORIZES THE MAYOR TO VOTE THE RICHMOND CITY IRRIGATION SHARES, IF APPROPRIATE, AT THE FORTHCOMING RICHMOND IRRIGATION COMPANY MEETING(S) DURING CALENDAR YEAR 2015.

MAYOR: From time to time the Council has authorized myself or a member of the Council to vote in behalf of the City on the irrigation shares owned by the City. The vote is usually in regards to leadership changes, board meetings and possible resolutions. The approval would allow me to vote in behalf of the City at the irrigation board meetings or a member of the City

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Council I ask to represent the City at a particular meeting if I am not available. There are a couple of board members seats available this year.

MARLOWE: There is a current notice in the post office about the board member openings.

MAYOR: I need to make sure the City is represented at the irrigation board meetings.

MARLOWE: The City owns 55 irrigation shares. It is good to have it officially designated by the Council who can vote in behalf of the City.

CHERYL: We need to make sure that designation is in the motion.

MAYOR: Agreed. Myself or who I designate.

A motion to approve Mayor Michael Hall or a City Council member appointed by Mayor Hall to vote in behalf of Richmond City in regards to voting of the irrigation shares owned by Richmond City was made by Paul, seconded by Jeff and the vote was unanimous.

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

No Vote: None

MAYOR: Please let me know how you want the vote to go on future issues.

STEVE PORTER: Who else votes in those meetings of the irrigation board?

MAYOR: All of the shareholders have a vote based on the number of shares they own. The irrigation board has struggled in the past getting people to run for the board.

TUCKER: Traditionally they make nominations at their annual meeting and vote at that time.

MAYOR: There is one vote per share.

CHERYL: Our vote would cover all 55 shares?

MAYOR: Yes.

PAUL: The irrigation board may ask for some documentation showing the ability to vote for an entity.

STEVE: Normally, how many people are there to vote at their meetings?

TUCKER: Very few. The room was full about five years ago or so when the bylaws were updated. On most years there is only around 10 people in attendance. Shares can be voted on by proxy meaning a person in attendance can vote in behalf of their shares and other people's shares if they have been designated to do so. A large number of shares can be voted on by one person.

STEVE: Is the number of shares owned by the city significant?

JUSTIN: There are 6,040 shares in the system.

MAYOR: Our number of shares is very small.

TUCKER: One person could possibly vote for 1,000 or more shares.

STEVE: I only have one share so my vote would be minor.

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY

JUSTIN: There was \$26,533 of property tax collected in January bringing the total so far in this budget year to \$84,931. Class "C" Road Funds collected totaled \$16,496 for the months of November and December. In comparison to the last year we have received about \$100 more to this point in the year. Line Item 3628 "Income – Rental Equipment" in the amount of \$2,400 is

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for the water and sewer fund paying their portion of the new paper sorter. RAPZ tax funds of \$25,943 were collected for the cement work done at the Black & White Days pavilion area. I am happy to report so far this year our bad check expense is almost at zero. Last year we had a very bad year for bad checks but thanks to the help of Marlowe and Chris we have been able to keep on top of this and collect on the bad checks that have been issued to the City. Line Item 4291 “Bldg – Paper Sorter” in the amount of \$3,600 is for the paper sorter that was purchased. The purchase was paid for 1/3 each by the water, sewer and general fund.

JEFF: The paper sorter will stuff and sort our monthly mailings. We are going to switch to a larger utility bill that does not have to be ripped. The entire process will be automated in the future. With limited resources available by City employees in regards to man hours this will help a bunch.

MARLOWE: I know this has been a big help to Chris as she has spent many nights stuffing envelopes.

JEFF: We purchased a high quality used unit that had only done 50,000 stuffs and the longevity of the unit is for three to four million stuffs. A new unit costs \$12,000 and we purchased this one for \$3,600.

JUSTIN: A water impact fee was collected and the payment from the Cherry Peak Resort for the two water meters they purchased from us has been received.

BRAD: Is there any sidewalk funding left in this budget year?

JUSTIN: Yes, approximately \$6,400.

COUNCIL MEMBER REPORTS

PAUL: The annual city-wide cleanup event will be held on May 2nd. I am hoping to get more effort from the local faith based groups this year.

JEFF: Get with Amy West and have her advertise the event. She is handling the advertising for Black & White Days this year.

PAUL: We are going to get some crack sealing done with our remaining Class “C” Road funds. Some of us met with Jeff Gilbert who works for the County. We discussed the need for major road work on 500 North. We will be speaking with the County Executive as well and maybe do a joint application with Cache County for grant funding on the road.

DAREK: We are meeting with County Executive Craig Buttars on Friday at 500 North to discuss the project and concerns.

PAUL: The County is aware the road is narrow and has several safety issues. The road cannot be repaired, it needs to be widened and replaced.

BRAD: The majority of the traffic on that road is coming from homes located in the County not from the City residents.

DAREK: In the traffic count done in the area the only Richmond residents located in the study were Steve Buttars and the Burningham family.

PAUL: I am hopeful we can get some grant funding either this year or in 2016 to do this project.

MAYOR: Paul please get the information to President Henderson as he has been very good about adverting the city-wide cleanup in the ward bulletins.

CHERYL: There are two Library Board members that have served two three year terms and can no longer serve based on the bylaws. Anna Marie Isaacson and Bryan Dayton are finishing up

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their terms. Justin sent out a message through Parlant and 11 people responded expressing interest in serving and wanting more information in what is involved.

JEFF: I think Parlant has been great to get word out quickly on items like this. What a great tool for the City to be able to use.

JUSTIN: I agree with Jeff. We advertised the transit district opening and Library Board openings through Parlant and had immediate response from the community. We can get out information to the entire community quickly. The newsletter is done monthly and is a great resource but Parlant lets us get information quickly.

CHERYL: Mandi Sigg is the library board chairman and has emailed the eleven people asking for more information to see who is willing to serve after they understand what is involved. Terrie sent me an email that the Harvest Market will be ramping up and they hope to do more advertising this year. Is Terrie still wanting to do the website?

MAYOR: Yes, I have emailed her and she still wants to serve the community in this capacity. She wants us to be aware down the road of potential costs the City may have based on information she has gathered from other towns. Currently, Terrie is paid \$120 per month to write the newsletter and oversee the website. We are getting a tremendous deal from her. The website is very nice thanks to Terrie with assistance from Tanner Holm.

CHERYL: Right now there are six voting members as Juliene is on the Board but does not have a vote. Should we consider increasing the size of the Board since there is so much interest at this point? The bylaws allow up to nine board members.

PAUL: I think by expanding the size it will make the job of the board harder.

CHERYL: I am not sure we need more board members as our attendance lately has been good. It was not good in the past. We are now meeting every other month rather than every month and the attendance has increased.

JEFF: It is hard to find the right balance on the size of the Board but the bigger it gets the less willing people are to speak. I would suggest keeping it the current size.

CHERYL: I think we will keep it the same right now. Does anyone have a good suggestion for the color guard for the Black & White Days parade this year?

JEFF: It is the 100 year celebration.

PAUL: What about the local national guard?

CHERYL: They did it last year.

PAUL: What about the ROTC from USU?

MARLOWE: They will be gone by then as Utah State University graduates before the Black & White Days activity.

JEFF: Governor Herbert will be attending the cow show on Friday during Black & White Days.

MAYOR: I would expect to see more dignitaries in attendance this year for the 100 year celebration.

JEFF: The cattle show side is going to be very large this year. Our events on Saturday will be a big continuation of the weekly events.

MAYOR: I would suggest contacting Morty Jenkins for names or suggestions for the color guard.

TUCKER: I will contact him.

JEFF: I would like to see the focus on veterans behind the grand marshal this year.

CHERYL: Do we have a list of local veterans?

JEFF: Yes. I know Leslie Erickson has a list.

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PAUL: Ted Hegemann does as well.

JEFF: One of the Grand Marshals will be a resident that recently turned 100. We have also invited someone else to be Grand Marshal and have yet to receive a response.

MAYOR'S REPORT

MAYOR: I will have Darek give us an update on the water tank project. Bruce Jorgensen is working to finalize the land purchase.

DAREK: The well house foundation has been poured. Wiring is being worked on and piping is being put in the ground. Right now the contractor is on schedule. Things are going fast where there is a tight timeline. The target date for completion is April 1st.

MAYOR: Have you heard anything on the land purchase being finalized?

DAREK: I know Bruce sent an email to the landowner a month or more ago and I am not sure if a response has been received.

MAYOR: The land could hold up this project from being finalized. We are waiting for Bruce to finalize the agreement with the property owner.

DAREK: I will contact Bruce for a current update.

MAYOR: I would love to see that project finished up by the end of the budget year but it might carry over into the next budget year if the land agreement is not finalized.

DAREK: We are working to get it completed this year. Some equipment in the well house had a long lead time and we are working the suppliers to try and get the equipment here quicker. Normally contractor submittals take a week to review in our office but on this project we are getting them done in a few hours.

MAYOR: During our yearly employee interviews it was mentioned a couple of times about getting a road grader to hit the sides of some of the roads.

PAUL: Clair Cole did it for us last time and we won't have any funding available until the next budget year starting in July.

BRAD: Hopefully we will have extra funds available next year from not needing to use salt and sand this year. We can use that line item to do more road work; hopefully.

MAYOR: As part of the interview process the grave opening and closings was offered to Ben and Rob. Jeff have you heard back from them on this?

JEFF: No.

MAYOR: Get with Rob as I know he had a couple of questions.

MARLOWE: Ben and Rob are going to take care of the Maxine Christensen burial this week.

JEFF: I will contact both of them and answer any question they may have.

MAYOR: I want to thank Lower's for their assistance with our Fire and EMT departments. The department did a drill out there and Lower's fed the guys as well. The department members toured the plant and had a great experience. The turnout for the drill was good as well. I appreciate Lower's assistance and help on this. It is time to start thinking about RAPZ tax proposals.

JUSTIN: At our last meeting we had discussed doing a splash pad that could be done in phases.

DAREK: I am getting some refined costs for the project.

MAYOR: The applications are usually available around March 1st. I will have the Council review our application. Paul, is Cub River going to do an application this year?

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PAUL: I am not sure. I will visit with Council Member Jeff Hall of Lewiston and get his thoughts. I know there is some RAPZ tax funding left to install a fence by the playground area.

JUSTIN: Please ask the Cub River maintenance personnel to stain the wood sign as well. It is looking quite weathered.

MAYOR: Our next Council meeting will be on March 17th.

PAUL: I will be absent from the March meeting.

MAYOR: The April meeting has been moved from April 21st to April 14th.

MARLOWE: Did everyone get a PDF of the water plan?

BRAD: This is a document we need to understand and be well versed in. There is some important stuff in it.

MAYOR: It was discussed at the Mayor's meeting this month as well. Bob Fotheringham will be attending the April 14th Council meeting to discuss the proposal.

MARLOWE: He will have the first 30 minutes of the April Council meeting.

MAYOR: The information can be found on the County website as well. There are significant changes between the first and second proposals. The biggest change being board members can now be elected officials.

BRAD: They need to be.

MAYOR: It is a good change.

BRAD: The water district meetings are being taken slowly and all towns are being visited.

DAREK: The new wording states the district officials will be appointed elected officials of the communities. Elected officials will be appointed to the district board.

BRAD: This is a good year to discuss water concerns due to the small amount of snow and the need for water in July and August.

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

AA Hudson	676.20
Aflac	228.18
Altius	2437.60
Beeline Digital	23.00
Brag	32.00
Bridgerland	130.00
Cardwell	927.54
Carpenter Paper	88.19
Century Link	237.45
Coca Cola	137.90
Corey Wiley	400.00
Denny's	35.99
Ecosystems	1135.20
Fastenal	19.24

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Hilyard Anderson Olsen	15.00
Intermountain workmed	67.00
Itty Bitty	1742.79
JUB	16559.75
Logan City	15496.67
Maverik	46.19
Micromarketing	52.94
Oldcastle	1620.20
Olson & Hoggan	2562.00
Parlant	
Technology	1286.00
PEHP	101.96
Pitcher Propane	2973.13
Poster Compliance	138.00
Questar	2759.7
Remote Control Systems	150.00
Rocky Mountain Power	1899.31
Safe Choice	
Electric	110.00
Smithfield Imp	44.58
Standard Plumbing	157.16
Staples	59.98
Tamara Hardy	45.00
Tess A.Davis	25.00
Thatcher	6517.40
The Herald	
Journal	182.79
Top Job	2500.00
Ut League of Cities and	
Towns	195.00
UVU	80.00
Verizon	249.69
Wex Bank	136.45
Zions Bank Visa	2902.12
Zions Visa (Justin)	99.00

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Adjournment at 8:20 P.M.

RICHMOND CITY CORPORATION

Michael E. Hall, Mayor

ATTEST:

Justin B. Lewis, City Recorder