

RICHMOND CITY COUNCIL

JUNE 20, 2024

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Thursday, June 20, 2024. The meeting began at 6:36 P.M.; Mayor Paul Erickson was in the chair. The opening remarks were made by Amber Ervin.

The following Council Members were in attendance: Lyle Bair, Amber Ervin, Bryce Wood, Joel Draxler and Daryl Black.

City Administrator HollyJo Karren, Kassy Greer, Karyn Tejan, City Engineer Weston Bellon and City Recorder Justin Lewis were also in attendance.

VISITORS: Suzanne Dent, Todd Smith, Lara Smith, Trevor Jackson, Jennifer Erickson, Dave Cavanaugh, Glendon Simper, Diane Bowden, Mandi Archibald, Rhonda Davis

A workshop session was held from 5:30 – 6:23 P.M. to review the Black & White Days Celebration.

Those in attendance: Mayor Erickson, Lyle Bair, Amber Ervin, Joel Draxler, Bryce Wood, Daryl Black, Steve Christensen, DiLynn Christensen, Jon Schumann, Craig Harris, Suzanne Dent, Kevin Humpherys, Roger Priest, Rhonda Davis, Mandi Archibald, Kassy Greer, Karyn Tejan

Jon Schumann reviewed the dairy show. Amber reviewed the horse pulls. Suzanne Dent talked about the Daughters of Utah Pioneers (DUP). Steve Christensen and Roger Priest discussed the Lions Club. Kevin Humpherys talked about the pancake breakfast at Lee's Marketplace. Rhonda Davis discussed the royalty program and Lil' Miss pageant. A community events committee will be created for the 2025 event. The donation/sponsorship process will be streamlined.

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MAY 16, 2024.

A motion to approve the May 16, 2024 city council meeting minutes was made by Bryce, seconded by Amber and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION AND UPDATE WITH REPRESENTATIVES OF THE DUP (DAUGHTERS OF UTAH PIONEERS).

SUZANNE DENT: I am the captain of the James and Drusilla Hendricks camp. We meet in the relief society building monthly from approximately May through September. Around 17 of us attend the meetings. We have hosted family reunions and residents have toured the building. We are hosting a family reunion on August 1st. They specifically want to learn about the Richmond baseball team. We can host social events and even luncheons. Food is not allowed in the Relic Hall. I am concerned about the condition of the relief society building. We want to apply for grant funding. A new roof is needed. The exterior needs to be painted and other work is needed. We are hoping to do some of these things next year. The roof is a real issue. Todd Smith is our tech person and will submit items to the city for social media, the website as well as to put in the newsletter. We appreciate the support you offer by posting things on the city social media site. During Black & White Days a quilt was sewn on a 60-year-old sewing machine. Mayor Erickson, we would like you to draw the winning ticket for the quilt for us this evening.

Mayor Erickson drew the name of Thomas Thatcher as the quilt winner.

DIANE BOWDEN: I am the director of the Relic Hall. We have had over 200 visitors so far this year. We had a great turnout during Black & White Days. Three youth groups have toured the building so far this year. We have another youth group and family reunion scheduled for later this year. The International DUP visited the Relic Hall. They were impressed with the relics. They gave us some pointers on how to better display our items and how to take

care of some artifacts. We are sorting through many boxes of items and pictures. We found a photo of the first Relic Hall in the city. It was located where the Park School playground is now located. It was built in 1909. Some of the items in that Relic Hall are in the current Relic Hall.

MAYOR: We know the Relief Society building needs some improvements. We will look at some grant funding. We need to do a fundraiser to spread the word about what you offer. People will donate to worthy causes. I recently toured the Relic Hall for the first time in 20 years or so. Do you plan to house more items in the Relief Society building long term?

SUZANNE: Yes.

AMBER: Do you ask for donations to help with projects?

DIANE: We have a donation jar but we haven't received much support with it.

SUZANNE: We cannot ask for donations from people touring the building per our bylaws.

DIANE: The Relic Hall is in good condition overall.

DISCUSSION AND POSSIBLE VOTE ON THE SPECIAL EVENT APPLICATION REQUEST BY THE SANDAL BLUE FOUNDATION TO HOST A "BACK TO SCHOOL CARNIVAL FUNDRAISER" AT THE CITY PARK ON SATURDAY, AUGUST 17, 2024.

TREVOR JACKSON: This is our annual fundraiser. The hours would be different this year. They would be from 11:00 A.M. to 4:00 P.M. The foundation helps families of catastrophic vehicle accidents. Right now, we are doing a lot of patient advocacy. We want to reserve the entire park for this event. We don't need anything from the city other than to rent the entire park. There will be food trucks and a bouncy house. We have event insurance and the bouncy house has their own insurance. We can add the city as additionally insured. Last year around 100-150 people attended. We want to advertise in new places this year and hope to get more people to attend.

MAYOR: Is this the third year of this event?

TREVOR: Yes. The foundation is a 501(C)3 public charity. Do we have power at the park or do the vendors need to bring generators?

MAYOR: You will coordinate everything with Holly but I don't think there is enough power at the park for your needs so generators will be required.

BRYCE: I think this is a great idea.

A motion to approve the Special Event Application for the Sandal Blue Foundation was made by Bryce, seconded by Joel and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON THE SPECIAL EVENT APPLICATION REQUEST BY JENNIFER ERICKSON TO HOST A "KIDS BAZZAAR" AT THE CITY PARK ON FRIDAY, JULY 12, 2024.

JENNIFER ERICKSON: Last summer my kids wanted to create a booth and sell things on the roadside. It didn't happen. This year I want to create something where the goal is to teach kids how to make some extra money. They would be responsible for the set-up and the service or item they offer. I won't provide anything but reserving the park for the kids to have a booth space. I want to do some advertising. I have around 25 booths already spoken for. More people are asking if there is booth space available. I would like to rent the park on July 12th for this event. Smithfield and Hyrum have done something similar in the past. I have been reviewing what others are doing.

BRYCE: Are you charging for the booth space?

JENNIFER: No. What are the city fees to rent the park?

HOLLY: Forty dollars where you would rent the entire park.

MAYOR: Are you a resident?

JENNIFER: Yes.

AMBER: I think it is crucial to teach kids things like this.

BRYCE: I think it will be very popular.

JENNIFER: I want to involve as many people as possible. I want to do some advertising. I know I cannot put signs on city street light poles.

MAYOR: We can supply you with a copy of the ordinance that tells you where signs are allowed. There are allowances on private property but not on public property.

AMBER: If you have specific questions don't hesitate to ask.

A motion to approve the Special Event Application for Jennifer Erickson was made by Bryce, seconded by Amber and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2024-05, A RESOLUTION AMENDING THE PREVAILING FEE SCHEDULE OF THE CITY.

HOLLY: We are requesting a reduction in the fee charged at the Community Building that the residents pay. The building is aging and some of the infrastructure no longer works such as some of the electrical outlets. There is ceiling and wall damage that don't look good. The request is to reduce the Friday, Saturday and Sunday rate from \$200 to \$150 and the Deposit from \$100 to \$50. The nonresident charge would stay the same at \$300. Our main issues come from those residing outside of the community.

MAYOR: What do they damage?

HOLLY: Toilets, walls and even broken windows.

AMBER: Do we charge a fee for damage?

HOLLY: All we have is the deposit they pay.

MAYOR: Do we have a formal contract they sign?

HOLLY: Yes. After their event we review the building. Then we either refund the deposit or let them know what is wrong and that deposit is forfeited. We have a "do not rent" list because of past problems. Around one event a month does not get their deposit refunded.

AMBER: If there is additional damage, do they pay for it?

HOLLY: Not right now as we only collect a small deposit.

MAYOR: I think we need to modify the agreement so they pay for additional damage.

HOLLY: We don't pay the staff for weekend monitoring. So, you could have a different renter in a building on Friday, Saturday and Sunday but we don't check the building until Monday so we would not know for sure who caused the damage.

MAYOR: We should review this.

AMBER: I am aware of other places where you take a video of the area when you arrive and another video of when you leave to prove the condition it is in when you left.

HOLLY: That is something we could possibly require.

AMBER: We should not have to pay the cost for damage.

HOLLY: Another proposal is to change the amount paid by a nonresident to rent the park from \$20 to \$40. We have issues with nonresidents not cleaning up after they are done.

AMBER: Is this comparable to what others charge?

JUSTIN: It is quite a bit cheaper.

JOEL: Our building rental charges are comparable to other cities but the park rental fee is much less than others. I like having resident fees as low as possible. I don't want it to be an undue burden on the residents. I am okay with charging nonresidents a higher fee. Other cities I looked at were in the \$60 to \$75 range to start with.

MAYOR: I think we should raise it to \$60. We have a new pavilion at the north end of the park and will have a new restroom facility there soon.

JOEL: Even \$50 for a nonresident is more than fair.

LYLE: I would say \$75 for a nonresident. Our parks and pavilions are nice.

JOEL: I would support that.

BRYCE: I would as well.

DARYL: I support \$75. Why would we reduce a deposit from \$100 to \$50 when they will get it back if they clean up for themselves?

HOLLY: It was just an item we are asking you to consider.

DARYL: I did not realize the Community Building is in such disrepair.

MAYOR: It needs to be updated as well. How about \$60 for the park?

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HOLLY: In regard to special events. We are getting more requests and had two this evening. Currently, they are only paying \$20 to rent the park. We are proposing \$100. Right now, there is not a deposit required and we are requesting a nonrefundable deposit of \$300.

AMBER: Is the special event fee in addition to the park rental fee?

HOLLY: No, this would include all other fees. The deposit would not be refundable on a special event application.

MAYOR: Family reunions and religious organizations would be exempt from needing a special event permit. A person who thinks the proposed fee is too much can file an appeal to the city council if they choose to do so.

JOEL: If we are not refunding the deposit we should just list the charge as \$400.

HOLLY: The deposit can be refundable if that is something you want to do.

JOEL: I would recommend \$300 for a deposit and it can be refundable. Some people will clean up and others won't. Most of the special events are bringing in revenue so if they pay \$400 and get \$300 back it is not burdensome.

AMBER: What about \$200 for the rental fee and a \$200 deposit?

MAYOR: I would estimate our average wage is \$40 per hour with benefits so we need to charge a large enough deposit to cover their time when someone doesn't comply and has to be picked up for afterwards.

JOEL: If an applicant leaves it as good as they found it, they can get their deposit back.

DARYL: I would support charging a \$200 rental fee not \$100 as proposed. I would have them pay \$500 and they can get \$300 back if they cleanup and comply.

HOLLY: For special events the rental fee would include the north and south pavilion but not the star pavilion.

LYLE: I think \$200 is better than \$100.

AMBER: Is an agreement signed when someone rents the park?

HOLLY: Not right now.

AMBER: I think they need to sign something if they do more damage than normal, they are responsible to pay for it.

MAYOR: We need a liability waiver signed as well.

JUSTIN: We will get a park rental agreement created.

AMBER: When a deposit is made do we hold their check?

HOLLY: No, we have to make all deposits within three days of receiving the funds. It is a legal requirement. We issue refund checks every Friday when applicable.

A motion to adopt Resolution 2024-05, amending the nonresident park rental fee from \$40 to \$60, and the special event fee from \$100 to \$200 was made by Daryl, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING ORDINANCE 2024-11, AN ORDINANCE ESTABLISHING COMPENSATION INCREASES FOR CITY COUNCIL MEMBERS, MAYOR AND APPOINTED OFFICIALS.

JUSTIN: The legislature adopted Senate Bill 91 this year. In previous years, anytime the wage of the council or mayor was changed it required a public hearing and vote of the council. The new bill requires appointed officials to be included as well. In our case that includes the City Administrator and City Recorder and the City Treasurer if applicable. The proposal is to include a 4.00% cost of living adjustment in the new Fiscal Year 2025 Budget for the mayor, city council, city administrator and city recorder. This is the same as proposed to all of the other employees as well.

A motion to close the regular council meeting and open the public hearing was made by Lyle, seconded by Amber and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The public hearing opened at 7:25 P.M.

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There were not any comments or questions.

A motion to close the public hearing and reopen the regular council meeting was made by Amber, seconded by Joel and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

The public hearing closed at 7:25 P.M.

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2024-11.

AMBER: There is always new legislation we must abide by.

MAYOR: We will comply as required.

A motion to adopt Ordinance 2024-11, an Ordinance establishing compensation increases for City Council Members, Mayor and Appointed Officials, was made by Amber, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING AMENDMENTS TO THE FISCAL YEAR 2024 BUDGET WHICH IS THE PERIOD OF JULY 1, 2023 THROUGH JUNE 30, 2024 AND THE FISCAL YEAR 2025 BUDGET WHICH IS THE PERIOD OF JULY 1, 2024 THROUGH JUNE 30, 2025.

JUSTIN: I will review the larger items in the proposed budget adjustments. Property tax, franchise tax, local road tax, Class "C" Road Funds, Black & White Days activities, planning fees, donations and use of the fund balance would all be increased. Increases to expenses would include the sales tax rebate to Lee's Marketplace in the Admin Fund. Maintenance and repairs and utilities in the Building Fund. A decrease in wages in Public Safety. An increase in the Streets Department for supplies, Class "C" Road Funds and the local road tax. An increase for the Black & White Days celebration in the Parks Department. The library would increase for office supplies, electronic and print materials. Water Enterprise Fund revenue would increase for impact fees, meters, interest revenue and ARPA (American Rescue Plan Act) funds. Water fund expense would increase for benefits, utilities and insurance. Sewer Enterprise Fund revenue would increase for impact fees and ARPA funds. Expense increases would be for utilities and sampling charges. Capital Projects revenue would increase for interest revenue as well as the transfer from the General Fund. ARPA funds are being used for the sewer line and waterline projects on the 400 West road project and that portion of the project will be completed in June. The roadwork won't be completed until in the new fiscal year. Changes to the new budget since our last meeting include the 400 West COG (Council of Governments) Grant in the amount of \$896,498. RAPZ Tax projects for the park bathroom project and Black & White Days building remodel project have been added. There is a 4.00% cost of living wage adjustment included for all employees. Credit and debit card fees are significantly less than previous years as we changed vendors. The sales tax rebate to Lee's Marketplace will decrease from 90% to 80%. We have included the addition of the CivicClerk and CivicReady software packages. The insulation project for the south end of the Park Community Center has been included. The court is now closed but there are still line items in the Public Safety Fund for crossing guard wages, police protection, the central dispatch fee and dog catcher service. The Streets Department includes trading in the mini excavator for a new one. We do this every other year. The Smithfield City fire contract increases 3.00% per year. The library has included a remodel to the bathroom facility in the library. For the new budget Lewiston and Richmond have both agreed to change the amount they pay into the Cub River Sports Complex budget from \$10,000 per year to \$25,000 per year. I believe it has been \$10,000 per year since 1993. The water base rate will increase \$1.00 per month in July and the sewer base rate will increase \$2.00 per month in July. In the Water Fund we have included the 250 East culvert project. There are also two water meter connectors included which will make reading meters much easier and more efficient. Some fence work at the MBR plant has been included in the sewer budget. There are no proposed changes to the garbage utility rate. Logan City will be increasing their tipping fee by approximately \$3.00 per ton and we have already factored that into our rate and won't need to increase our fee.

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A motion to close the regular council meeting and open the public hearing was made by Bryce, seconded by Joel and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

The public hearing opened at 7:37 P.M.

There were not any comments or questions.

A motion to close the public hearing and reopen the regular council meeting were made by Lyle, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

The public hearing closed at 7:38 P.M.

DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE FISCAL YEAR 2024 BUDGET.

A motion to adopt amendments to the Fiscal Year 2024 Budget was made by Lyle, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

DISCUSSION AND POSSIBLE APPROVAL OF THE FISCAL YEAR 2025 BUDGET.

A motion to adopt the Fiscal Year 2025 Budget was made by Lyle, seconded by Bryce and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black
No Vote: None

FISCAL YEAR 2025 BUDGET

GENERAL FUND

Revenue	\$2,921,331
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Expense

Administration	\$195,492
Building	332,610
Public Safety	161,400
Streets	1,549,761
Parks	321,124
Fire	119,645
Library	122,218
Planning	94,081
Cub River Sports	25,000
Total Expense	\$2,921,331

WATER ENTERPRISE FUND

Revenue	\$872,352
Expense	\$969,907

SEWER ENTERPRISE FUND

Revenue	\$940,232
Expense	\$1,100,682

CUB RIVER SPORTS COMPLEX SPECIAL REVENUE FUND

Revenue	\$50,000
Expense	\$50,000

CAPITAL PROJECTS FUND

Revenue	\$60,000
Expense	\$0

SOLID WASTE ENTERPRISE FUND

Revenue	\$268,600
Expense	\$268,600

STAFF REPORTS AND MONTHLY FINANCIAL REVIEW.

JUSTIN: Sales Tax revenue for May was \$58,654. We received our fifth Class “C” Road Funds allocation in the amount of \$32,050. Through the end of May, Black & White Days activities revenue totaled \$20,207. Sponsorship revenue totaled \$15,350. The city is required to charge each building, park, etc. utility fees. For example, the General Fund includes the Park Community Center. The General Fund must pay water, sewer and garbage fees to those Enterprise Funds just like every other utility account. The street sweeper has been purchased and it has arrived. The total cost was \$75,500. Through the end of May, Black & White Days expenses totaled \$30,087 but with expenses paid in June we are around \$44,000 and I am sure there are still some expenses which have not yet been submitted. Water Impact Fee revenue through the end of May totaled \$684,979. Sewer Impact Fee revenue through the end of May totaled \$481,106. I expect this number to decrease in the new fiscal year where over half of the Richmond Village impact fees have now been paid. The annual payment on the MBR Plant was made in May in the amount of \$182,000. The annual payment on the water tank project was made in June in the amount of \$232,481.

WESTON: The 400 West Road project is underway. We need to discuss and irrigation waterline issue. There is a 12-inch irrigation waterline which crosses the 400 West 150 North intersection diagonally. There is also a 4-inch waterline which runs along 400 West. The waterline was discovered during the construction process. We talked to the irrigation company about the issue. The original intent was to leave them in their original location. In talking to the irrigation company, they had not used the 12-inch line in several years. Last year they fixed some valves and used the line. They are aware of leaks in the pipe and have been fixing them. The condition of the 12-inch pipe is very poor. We are at risk of having the new road torn up when the waterline breaks. Our thought is to reroute the 12-inch waterline out of the intersection. We talked to Mike Harris and Bret Christensen about installing a 45-degree fitting and running the pipe westward. The pipe would be terminated and Mike Harris plans to connect to it long term. The irrigation company is okay with it dead ending where Mike will connect to it long term. The 4-inch waterline is a riser line. It is about four feet below grade. We have considered rerouting it around the intersection as

well. We talked to the irrigation company about finances for the project. We should move the 12-inch pipe out of the intersection due to the poor quality of the pipe. It would be a shame to cut the new road when the bad pipe fails. The 12-inch pipe would require about 100 feet of pipe to be run and then it would be capped off. I don't think it is necessary to reroute the 4-inch line. It is deeper in the ground. The odds are lower of it failing. If there are issues, they could reroute the line and abandon the existing line. I don't think replacing the 4-inch line is important at this time.

MAYOR: Daryl talked to the irrigation company about this issue.

AMBER: Why not leave the 12-inch line alone?

WESTON: It is already having issues and will have long term issues as well.

DARYL: The 12-inch waterline is only about two feet deep. It is a liability. The bid we received to replace the 4-inch waterline and the 12-inch waterline is around \$14,000. I don't think moving the 4-inch waterline is needed. The 12-inch waterline is low pressure and feeds some of the ponds below town. Water can run through that waterline twelve months per year. It needs to be moved. It is okay to leave the 4-inch waterline alone and deal with it as needed.

MAYOR: What is the cost of the 12-inch waterline replacement?

WESTON: Around half of the \$14,000 bid.

DARYL: The irrigation company also asked for a thrust block and some other things. We are not including a thrust block because Mike Harris will be adding onto the line. I recommend we do the 12-inch waterline portion of the project. There is a chance they might even abandon the 4-inch waterline over time. Right now, there is only one water user utilizing that waterline. Mike capped off his risers as part of his development project.

AMBER: Is the irrigation company willing to help with the cost?

DARYL: The original agreement was to split the cost. When it came time for final approval they reneged on the agreement.

The consensus of the city council was to complete the 12-inch waterline portion of the bid proposal.

HOLLY: The chip seal work has been completed. There were some hiccups in some chips being pushed off the side of the road. The county came back on Tuesday and Wednesday and cleaned up the excess chips. The sweeper arrived on Tuesday. They did some training in various areas of the city yesterday. There will be more training down the road as Austin and others learn how to use the jetting portion of the sweeper. Karyn Tejan is going to start to do a city newsletter. The hope is the first one goes out at the start of July. We will be asking the council for input on some of the items which are included. A lot of people keep telling us how excited they are to see the Relic Hall open. We keep handing out flyers advertising when it is open. Some sidewalk work on Main Street and 100 South started this week. The Bergeson sewer connection on 500 North has been completed. A couple of issues at the Hamburger Stand have been fixed and it is ready for next year. John Harris has been spending a lot of time at the Cub River Sports Complex. The sprinkler system at the playground is now functioning. Around eight dead trees have been removed. We are working on the vole problem. The first treatment has been completed. There will be two treatments per year. We brought in some road base to fix the potholes along the edge of the asphalt road. We found out a lot of semi-trucks turnaround in the parking lot and have caused the damage. We have received estimates on some long-term projects out there. It will take several years to complete all of the projects we would like to see done. John spends around four hours per day out there right now. Randall Wheeler does all of the mowing. The pad for the park restroom is being worked on. The electrical and water services have been run. The sewer underground will start on Monday. Three new electrical pedestals are being added in the area as well for the vendors to use. The bathroom will arrive in July. The Richmond Village project is 106 total units. Twelve have been completed and are occupied. Zoning clearances have been issued for over half of the total units for the project.

COUNCIL MEMBER AND MAYOR REPORTS

DARYL: There is a sink hole by one of the vaults Rocky Mountain Power recently installed. We need to work with the irrigation company as we hook on new subdivisions such as Elk Meadows and Traveller Lane. They want the fees paid at one time, the water master notified of what is going on, etc. all at the same time.

BRYCE: Those working at the Hamburger Stand during Black & White Days did an amazing job. It went better than expected. We tried to have an informative youth council meeting this month but the attendance was small. We are meeting again next month. The condition of the grounds at the Cub River Sports Complex is improving. I am helping there where needed.

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JOEL: The planning commission did not meet this month.

MAYOR: We have an agreement in place with two of the three landowners on the 500 North road project. Two of the agreements are at the title company waiting to be signed.

AMBER: Black & White Days turned out awesome. It is a credit to all involved. I appreciate everyone who showed up and helped. We need volunteers in order for these things to happen. There are responsibilities in so many places. We had issues in certain areas. Some people quit because we were asking questions and trying to learn about why certain things are done certain ways. I think overall things are moving in a positive direction. There were 168 visitors to the food pantry last month. Our volunteer hours are increasing. We need more volunteers. Hot meals are important. It is not the food; it is the people. We are never too busy to help our seniors. Food brings people together. People leave their homes to come here to be around other members of the community.

LYLE: We are still waiting on the results of the water and sewer studies. The 400 West road project is well underway.

MAYOR: Holly, please update us on the MBR Plant licensing issue.

HOLLY: Madelyn is no longer working for J-U-B Engineers. She suggested that Bryan Tolbert be in charge of our reporting based on the certifications he already has in place. We have until June 30, 2025 to have a Level III operator on staff. We want Shane Lewis, Troy Hooley and Bryan to all try and get their Level III certification. We asked what happens if we don't have one by then. We would then have to find someone like Madelyn to piggyback off of their license. Bryan and Shane will be working together at the plant. Troy has been medically cleared but we want his health to continue to improve. He is working on studying for his future tests. Whomever obtains their Level III certification first will be the MBR Plant operator. I met with all of them at the same time and explained what is going on. John will be taking over parks as Bryan transitions into sewer. Bryan will still help where and when needed in other places. We will have the seasonal workers working for us until school starts.

AMBER: The attitude of the employees during Black & White Days week was interesting. Last year it was bad. Everyone was in good spirits this year. Please make sure and thank all of the employees.

HOLLY: The employees know you have their backs. They know you support them and their ideas.

MAYOR: Sales tax revenue is so important to what we do. John Harris will be increasing from part-time to full-time in July. Six years ago, or so, our payroll was around \$430,000. It is now about \$790,000.

HOLLY: We have really expanded our staff in the last three years. We have grown and added new departments and offerings. We have shifted the responsibilities of a lot of employees recently.

MAYOR: Weston, please update us on the sewer master plans.

WESTON: We have four master plans being worked on right now. Our first priority is the sewer treatment master plan. We are almost at design capacity of the plant. Operational capacity is different because of the old lagoons we can still utilize. The study is dealing with the capacity of the plant not including the lagoons. We are looking at what it would take to expand the plant capacity as well as the cost and how it would affect impact fees. A new impact fee schedule will be created as part of this process. We are also doing a new sewer collection master plan, culinary water master plan and transportation master plan. Right now, the sewer plan is in the modeling phase. The water plan is in the same phase. We will start the transportation master plan soon.

MAYOR: We have been talking with Lewiston about the possibility of them attaching to our sewer system. J-U-B is doing a study to see if we can sell them any of the capacity of our plant. The State of Utah likes the idea of us teaming up. How long will these plans be for?

WESTON: They are based through 2040.

MAYOR: If things work out Lewiston will have to pay us an impact fee to use our system. They have asked if we would consider financing that amount because they cannot pay it all upfront. I have talked with Mayor Jeff Hall from Lewiston many times about the Cub River Sports Complex. We need to redo our original agreement. We are not currently functioning as it is written. It is easier to handle things mayor to mayor rather than through a board. Richmond and Lewiston jointly own the property. A new agreement will be created. We will include an index amount in the agreement where the amount we pay increases yearly. Holly will start to oversee the grounds in July and Justin will continue to handle the finances like in the past. We have an issue to deal with. The new water tank and pumphouse Lewiston City built are on our property. We don't want any liability from this. We need Lewiston to do a survey and get the land in their name so we don't have any liability. We also found out we have a water right for that area. We are looking to move it to a test well which Lewiston did when they were looking for a new water source. We are also looking at a possible property purchase to gain better access to the east side. On the 500 North

Richmond City Council Meeting Minutes, June 20, 2024

road project. It will most likely go to bid in 2025 and be completed in 2025. Our next two council meetings are on July 18th and August 15th.

A motion to adjourn was made by Bryce, seconded by Lyle, and the vote was unanimous.

Yes Vote: Bair, Ervin, Draxler, Wood, Black

No Vote: None

Adjournment at 8:32 P.M.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder