

RICHMOND CITY COUNCIL

SEPTEMBER 26, 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, September 26, 2024. The meeting began at 6:30 P.M.; Mayor Paul Erickson was in the chair. The opening remarks were made by Mayor Erickson.

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

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

VISITORS: Roger Priest, Derek Beer, Jenni Shields, Lyndsee Shields, Fran Schumann, Kaitlyn Schumann, Todd Smith, Deputy Gage Bailey, Lieutenant Tim Martinez, Jenifer Lewis, Alia Mecham, Mandi Archibald, Cindy Smith, Michael Mecham, Audrey Mecham, Kait Reams (J-U-B Engineers)

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM AUGUST 15, 2024.

A motion to approve the August 15, 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

PRESENTATION OF THE 2024 ROYALTY.

AMBER: One of the joys of being on the council is being able to participate in many events. I was able to be part of the royalty. It was an amazing experience to watch. It brings the community together to highlight our youth. This year we had four young ladies who represented the city. They were part of Black & White Days and several other events. They oversaw the Lil' Miss pageant.

MAYOR: Tell us what you enjoyed the most.

LYNDSEE SHIELDS: The Lil' Miss pageant. It was exciting to see how excited the participants were.

KAITLYN SCHUMANN: I have been part of Black & White Days since I was young so getting to be involved as a royalty member was really fun. The two royalty members who could not attend this evening are Macaylie Lewis and Ashley Durfee.

AMBER: The Lil' Miss pageant was a joy. You worked so hard to make it come together.

RECOGNITION OF YOUTH COUNCIL MAYOR ALIA MECHAM.

BRYCE: Alia has been a rockstar for the last year. She is someone we can 100% rely on. She is always involved in every activity.

MAYOR: What have you learned over the last year?

ALIA MECHAM: I would say leadership skills for life. Also getting to know more people and be better connected.

Alia was presented with a gift of appreciation by the city council and youth council advisors.

MAYOR'S REPORT

MAYOR: There have been some rumors circulating in the city on a few matters. Right now, we have four different studies being worked on. Sewer treatment and collection as well as culinary water and transportation. People need the best information and not to listen to rumors. There was a sewer blockage on 300 North. There were rumors that we have outgrown our infrastructure. It is wrong. It is false. No new construction is done without modeling. We will have a new sewer treatment model within 60 days. The sewer facility is operating efficiently and is not at maximum capacity. We are looking at possibly working with another city on their sewer needs. We don't know what we can or cannot do in this regard right now. If you have a question, ask the council, staff or myself. It is important to have

current and good information. Attend meetings so you can be informed. I am grateful for previous city council members and mayors going all the way back to the 1970's. Pepperidge Farms recently had a ribbon cutting for their new expansion. They are going to be adding 60-70 new jobs. The sewer system was added to the city in 1972. We had to have sewer for them to get established locally. They now employ hundreds of people. The sewer system is a benefit to the city. Please call us with any questions as we are happy to share information.

DISCUSSION WITH REPRESENTATIVES OF WHITE PINE ELEMENTARY AND THE CACHE COUNTY SHERIFF'S OFFICE ON THE SCHOOL PICK UP LINE.

HOLLY: I would like to thank Principal Beer and Lieutenant Martinez for attending this evening. I met with Principal Beer in April of last year on this issue. I expressed our concerns regarding the roadway on 100 North from 100 West to 200 West. The north edge of the road is breaking off. We discussed many different scenarios. The district will not help with any road repair costs. The estimate to redo the road is \$60,000 to \$80,000. We only receive around \$125,000 per year in Class "C" Road Funds. Over time this road will need to be repaired or replaced. We met again earlier this year. I was told to install two signs as it would have a different outcome than what is happening now. Mr. Beer is going to present his traffic control plan.

PRINCIPAL DEREK BEER: We talked about not having the cars line up along 100 West to 200 West and circle the block instead. The school has no jurisdiction outside of our property. The district did make improvements over the summer to the White Pine facility parking area. We don't want people lining up on 100 North from 100 West to 200 West.

HOLLY: We have had this problem for about three years. I credit Principal Beer for helping improve the situation. We only have an issue in front of three homes now. Can you tell everyone how the timeline to pick up the kids has changed.

DEREK: Unloading now takes about eight to ten minutes where in the past it took about 30 minutes.

HOLLY: Our issue is people parking in front of three homes.

DEREK: The district added some sidewalk space and redid some parking space this year. Some of the members of the community council are here this evening as well. Last year we only loaded the kids on the west side of our parking area. This year we are loading on the west and east side. We have looked at many different options.

HOLLY: Can you explain why picking up the kids in the parking lot is not allowed.

DEREK: The state will not allow parents and buses to pick up the children in the same area.

MAYOR: There is no entrance to pick up the kids in the parking lot?

HOLLY: Cars are not allowed to enter the parking lot during the pick up time.

DEREK: We looked at having cars line up on the south side of the parking lot but there is not enough room and the west exit of the parking lot is a pinch point for cars and the buses.

HOLLY: The issue is the driveways of three homes on 100 North are being blocked during pick up time. I am being called by those homeowners and told they cannot leave or enter their property during that time. We tried using cones to block the driveways and that didn't work. Now people are even pulling into the driveways and waiting. I have had two calls in this regard recently. My newest proposal is to have cars line up on the south side of 100 North from State Street to about 50 West. We have a crossing guard in place at 100 North 100 West who can help the kids cross the road. Once they do that, they can walk to the east to get picked up. Principal Beer is going to review options over the next month as well.

DEREK: One thought we have is asking a few parents to come and pick up their children a few minutes later as we are only talking about an issue with four or five cars per day. We have held off doing that. I can talk to individual people if needed. I would talk to the parents of some of the older kids. I think we can make some changes if needed.

HOLLY: If we use my proposed option, we will most likely have to purchase some gravel and install along the roadway. We spent about \$4,000 to \$5,000 on gravel along 100 North from 100 West to 200 West this year.

AMBER: Will people be willing to use that new option? I thought the sidewalk was installed on the north side of 100 North from State Street to 100 West to accommodate the children being picked up from school.

DEREK: They are currently lining up in that area on the north side of the road along almost the entire block. We would need to adjust our safe school route plan if we make this change. It is a plan we have to submit yearly.

BRYCE: There could be a safety issue with having the kids walk further to the east. They would be off the school grounds at that point.

DEREK: Most of our younger students are the kids picked up in front of the school. We don't have any staff to help assist you with this new plan.

HOLLY: The new plan is a suggestion for overflow only.

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BRYCE: We could have problems with people coming down (west) 100 North and having to turnaround to be on the south side of the road facing east.

HOLLY: The assumption is they would access this area from 100 West and not do a U-turn on 100 North.

LIEUTENANT TIM MARTINEZ: I am over the patrol division. I have worked for the sheriff's office for over 20 years. I have been a lieutenant for one year. I have been working with Deputy Rose who is the school's resource officer on this. We have documented this issue on 12 separate days. It is very consistent in that there are five to six cars a day parking along this roadway. The line moves quickly once school is out. The average time is around eight minutes for the kids to depart. The road is blocked for less than two minutes on average. In a couple of instances driveways were blocked and we asked people to move. We have had property owners in this area call in and complain about this issue and us not enforcing the no parking signs. One person was very belligerent. There are on average 45-50 cars who pick up children in this area. I was not part of the conversation about installing the no parking signs. I was told that no citations should be issued in this area for this issue. One issue is the parents are not parking their cars. A parked car means the person actually left the vehicle. They are sitting in their car while it idles. We cannot issue warnings forever. It is a safety issue. We will cite people for safety issues. The signs which were installed will not solve anything as they are not enforceable. I am not sure you want us enforcing this anyway from what I am hearing. If you want to make an idling ordinance, we could then enforce it. That is on the city to create not on us. It is also not our recommendation to do so. What is our role in this? Safety is first. We monitor for speeding through school zones, not using crosswalks, disregarding crossing guards. This pick up line is extremely safe. It has a good flow. I don't have a solution for this problem. It is not our role to determine what you do. That is up to the community council and others. We are happy to enforce the law.

JOEL: I appreciate the department and what you have been doing.

BRYCE: Who requested the signs to be installed?

MAYOR: We did to try and solve the problem. With their input we will make changes. It was an administrative decision to install the signs. With this fact-finding information we can make changes. We can discuss this issue again in October if more information is needed.

JOEL: What would be the cost to install the gravel and create a new parking area?

HOLLY: I don't know I would have to gather that information.

AMBER: I have talked to three of the effected homeowners. They said this year has been better. One major concern by one homeowner is they have had to cancel doctor appointments because they could not leave their driveway. The person blocking the driveway would not move because they did not want to lose their place in line. I have a safety concern. If we need to get a fire truck or ambulance down that road it would be hard for them to respond. The kids are important and a priority but so are the homeowners. We need to bridge this gap.

MAYOR: We can get some cost estimates and discuss in October.

AMBER: I like the idea of implementing safe zones. Parents will tell their kids where the safe zones are. If they cross the road with a crossing guard, they are safe. I think we could utilize the stake center parking lot and other areas if needed. We have a crossing guard at 100 North 100 West and 100 West Main. We have ample parking in these areas.

DARYL: The proposed plan works great if you can actually get to the area. There is no guarantee you can get to a certain spot each day. There is no visibility on 100 North. You also don't see the kids until they are almost to the car because there are so many cars parked along the roadway. The school has been there for 18 years. Why is this an issue now? It has not been an issue until now.

HOLLY: From a city perspective, the road is breaking off along the edge. If you don't feel that is important, we won't worry about it. Needing \$60,000 to \$80,000 out of a \$120,000 budget for such a small area is a concern to me. We have spent \$5,000 on gravel and it is now pushed into the front yards of the homes. I pick up my daughter from school as well. I am aware of the issues being a parent and city employee. I see both sides.

DARYL: You will have the same issue on the south side of 100 North from State Street to 50 West. I would use this area but it needs to be pre-designated.

LYLE: I agree. It would need to be a designated area and the kids would need to know where their parents are going to park. The issue is if the parents cannot park in the same area day after day.

AMBER: How many parents get out of their vehicles to help their children get in the vehicle?

DEREK: I would say 99% of the parents do not get out of their vehicle.

HOLLY: It is great to see how the amount of wait time has decreased so much.

BRYCE: I go early to get in line and wait. I have seen a huge difference. Right now, the wait time is eight to ten minutes. If it goes to twelve to fifteen minutes during the winter months that still means the time has been cut down by half. I am not sure we gain much by making any changes. I think it is working well right now. I understand the

emergency services concern Amber has. Having assigned areas would help. I am not interested in seeing tickets and citations issued. I am not as worried about the road.

DARYL: If the road is bad, dig out three feet and install some road base.

HOLLY: We would need to build up the road and install a ribbon curb to keep it from breaking away.

AMBER: Before any funding is spent, I need to see some cost comparisons.

MAYOR: We should get a curb and gutter price along that area as well.

BRYCE: Weston what are your thoughts on this road?

WESTON: I have not been asked to assess this area.

MAYOR: Please review it and give us your thoughts.

JOEL: I think this is a lot to do about nothing. Roads wear out and breakdown. I am happy the school is here in the city. I am thankful my kids don't have to leave the city to go to school until high school. I have toured that area and that road. There is no difference in that road and 90% of the roads in the city. I don't buy into we need to do this to preserve the road. I have received a lot of calls from upset parents. Many people think those signs are ridiculous. I agree the driveways should not be blocked. We need to tell people to be courteous in this regard. People need to be able to get in and out of their homes. On Tuesday, I noticed the parking lot to the veterinary clinic was blocked. We are disrupting a business to protect four homes. We are not winning doing what we are doing. We are just frustrating people. I would say we should remove those signs tomorrow. The cost associated with the road is a cost of having a school in the city.

DARYL: Joel could not have said my thoughts better. We can address the road if needed. What has been done in the past has worked.

AMBER: What Principal Beer has implemented has made things better this year. I hope things continue to improve over time. We don't want to waste the sheriff's office time with this either. We want them here doing good things, not wasting time.

MAYOR: We can review again next month if needed.

DISCUSSION ON AN EVENT COORDINATOR POSITION.

AMBER: Black & White Days is never over. The city is growing and the council is involved in many things. We found someone to take over and help us with this event. She had a life event happen and cannot do it now. I have talked to other cities. The staff handles these types of events in all of the cities I talked with. The council and mayor show up and attend but are not involved much. I talked with Holly, Justin and Joel about the event. I have an idea I would like to present. We want to shift the responsibilities to the staff and only have council members assist where needed. The council will be involved in any major decisions. The staff will handle things like booth and parade applications. The mayor will work with the horse and cow shows. Some of the events have a natural flow of who is involved and others don't. Here are some hypothetical scenarios we have discussed. Justin will handle the sponsors and donors as well as the Friday night activity. I will work with him as needed. Joel will continue to oversee the two races and Karyn will assist him. The parade and booths will be handled by the office staff. The Lions Club will support us on Saturday of the event like in the past. All of the calls will come to the city office. John will assist Daryl with the breakfast. Daryl will coordinate with Lee's Marketplace. Bryce will work with the youth council as well as the Hamburger Stand. Bryce will also help with the royalty and Lil' Miss pageant where the youth council is involved. Lyle will work with Wendy Christensen on the flyers and advertising. A list will be created of who is overseeing each area and which staff member or council member to contact. We will have a meeting at the start of the year to meet with everyone and kick things off. We want to let the staff do their job and we will assist them where needed.

JOEL: Amber did a great job of explaining what we want to do. The framework is to get people involved so one person is not having to do everything. It is not good only having one person in charge of everything. We will assist the staff as needed. I think what is proposed will work great. I like spreading the workload over many people.

AMBER: We are here for a term or two and then we move on. The employees are here to stay. The staff needs the knowledge to keep things moving forward.

BRYCE: How does the staff feel about this?

HOLLY: We are already unofficially doing most of it. Not much changes on our side. We appreciate the support of the council.

DARYL: Are we comfortable with our staffing level to help with this?

HOLLY: The entire city staff will be involved.

DARYL: Is the staff okay doing this?

HOLLY: We already deal with most of this already. There is not much change on our side. We will just now know which council member to contact if we need assistance.

MAYOR: This is an administrative item and we will let the staff handle it.

AMBER: We have created some templates and saved the information for the future.

MAYOR: The involvement of the staff this year really made a difference in having a successful event.

HOLLY: Kassy and Karyn made a big difference overseeing the Hamburger Stand.

STAFF REPORTS AND MONTHLY FINANCIAL REVIEW.

JUSTIN: We received Transportation Master Plan grant funding in the amount of \$37,800. The cemetery district paid their contract amount for July through December of \$36,500. We collected RAPZ Tax funding in the amount of \$76,361. This was for the new restroom facility and population-based assessment. The 400 West road project is listed as the line item "Streets – COG Road Grant". We pay for this project and then when the project is complete, we will submit the expenses to the COG (Council of Governments) for reimbursement. Through the end of August, the new restroom facility at the park had a cost of \$95,218. We paid Smithfield City \$50,944 for our contracted amount for July through December. We transferred our annual allocation of \$25,000 from the General Fund to the Cub River Sports Complex Fund. This is a new amount as we had paid \$10,000 per year in the past. Building is still very strong. For the first two months of the fiscal year, we have collected \$182,376 in water impact fees and \$135,184 in sewer impact fees. I would like to thank everyone for their participation in the annual City Party. I think it was a success. It was well attended. I would like to thank Lower Foods, the Alan Lower family and the Tucker Thatcher family for their help with the meat. Kevin and Lee's Marketplace helped us out on the other food items. I think it was great having the youth council, library, and DUP (Daughters of Utah Pioneers) all involved and having a booth. I would also like to thank the Lions Club for their help year after year. This year we changed amusement ride vendors and used Checketts Amusements. I think they did a great job as well. It was nice to have the fire department in attendance and how they displayed the American flag is always impressive.

HOLLY: We have issued three new zoning clearances in The Knolls Subdivision. This makes seven total. One has been issued for the Johnson View Subdivision and we have been told three more are coming. We would like to welcome Karrie Ann Draxler as our newest employee. She is going to oversee the food pantry. We use our street sweeper once a week and are adding more sections to sweep on a regular basis. We will be doing more areas throughout the city as our road projects finish up.

MAYOR: When will the new road on 150 North and 400 West be chip sealed?

WESTON: Next year.

HOLLY: Two of the three park strip replacement projects on Main Street are complete. We are currently doing some pothole patching. The sewer backup at the Keck residence was because of a plugged sewer line not because of a lack of properly sized infrastructure. The failed water meter at 100 South 150 West is being replaced. We installed a new vault and are fixing some cross connection issues to the park restroom as part of the project as well. In regard to the Black & White Days building remodel project. The windows are framed in. The sheet metal work will be completed next week. After that the awning will be installed. The new cassettes for the MBR plant have arrived. We are continually working on maintenance down there. I am happy with the progress we are making. Stop signs have been installed for north/south bound traffic at 300 North 100 East. There were three accidents there in one week. We reviewed the deputy reports. Observed the area in person. We are currently working on a sign plan for the east side of the city. It is not just as simple as installing a sign in a location. The 400 West road project is still on course to be completed by October 15th. It is a tight deadline but they expect to be done. They plan on laying the asphalt on October 7th and 8th. The curbing work has been completed.

WESTON: Traffic counters are on the roadways. The Transportation Master Plan has started. The traffic counters show us the number of vehicles crossing those areas. Twenty-four locations in the city will be checked. This information will help us to create a traffic model. It shows where to expand, look at capacity, install signage and other things.

MAYOR: Does it look at the condition of the road?

WESTON: No, that is not part of the Transportation Plan scope. This plan is to show future projects to increase capacity. The 500 North COG road project has been awarded to Staker Parson Companies. They are also the contractor for our 400 West road project.

MAYOR: The 500 North project is being overseen by the county but we are involved as well.

WESTON: We have helped with land acquisition and other items on that project.

COUNCIL MEMBER AND MAYOR REPORTS

DARYL: The broken irrigation waterline under the Big J's building is an interesting scenario for the irrigation company. They are not liable where they only control the main laterals according to their bylaws. It will be interesting to see where this goes. How a contractor built a building over the top of a waterline is crazy to think about.

MAYOR: The waterline failed and now they are assessing the situation?

DARYL: The waterline is turned off for now. There will be a tremendous expense to relocate the waterline.

BRYCE: Kassy Greer and I took the youth council to Lagoon. The kids did great. We were thankful for the parent volunteer. We appreciate the youth council especially for their service at the city party. It was good service for them to help serve the food to those who had a hard time being in the food line. The kids made a real difference that night. I am happy we had the school pick up line discussion. I am on the community council. I appreciate the efforts on this of Principal Beer, the sheriff's office and Holly.

JOEL: The planning commission met this month. They have compiled all of their information on a new multi-family zone. An initial draft ordinance has been created. It will be discussed at their next meeting which is on October 1st. They will review it and then Chairman Brent Wallis will bring it before the city council for our initial assessment. After that in either November or December we hope to have it finalized.

AMBER: Karlie Mountjoy has left the food pantry manager position. Karrie Ann Draxler has taken over that position. It is nice to have people who live in the community working for the city. It is nice to be able to deliver meals to those who cannot attend The Park Bench activities. Over 1,400 food pantry items were distributed. There were 95 volunteer hours. There is a now a monthly stakeholder meeting. I hope that attendance will be more long term. There are a lot of people in the community complaining about things right now. I wish they would become informed. The mayor, city council and staff are always willing to meet with anyone at any time to discuss things. We don't like anonymous letters or online posts. Come and meet with us and let's discuss your concerns.

JOEL: I don't give any credence to anonymous online posts.

AMBER: The Park Bench is holding their Halloween carnival on Saturday, October 12th. It was big last year and it will be big again this year. They are going to hold a dance in November and a holiday market in December. I am thankful for everyone who helps with The Park Bench. There are a lot of employees and volunteers involved.

LYLE: We still have a lot of master plans being worked on and they are all getting closer to being completed.

The council took a short recess at 7:57 P.M.

The council meeting was reconvened at 8:06 P.M.

CLOSED MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL. UTAH CODE ANNOTATED 52-4-205 (1) (A).

A motion to close the regular city council meeting and open the closed meeting was made by Lyle, seconded by Bryce and the vote was unanimous.

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

No Vote: None

The closed meeting opened at 8:06 P.M.

Those in attendance: Mayor Erickson, Lyle Bair, Amber Ervin, Joel Draxler, Bryce Wood, and Daryl Black

At 8:34 P.M., the following joined the meeting: HollyJo Karren, Justin Lewis, Bryan Tolbert, Weston Bellon and Katie Reams

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A motion to close the closed meeting and reopen the regular council meeting was made by Bryce, seconded by Joel and the vote was unanimous.

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

The closed meeting closed at 9:57 P.M.

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 9:57 P.M.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder