RICHMOND CITY COUNCIL **FEBRUARY 20, 2025**

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, February 20, 2025. The meeting began at 6:30 P.M.; Council Member Amber Ervin was in the chair. The opening remarks were made by Bryce Wood.

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

Mayor Paul Erickson and Council Members Lyle Bair and Daryl Black were excused.

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

VISITORS: Todd Smith, John Hortin, Kassy Greer, Duncan Greer, Cindy Smith, Steve Liechty, Dave Cavanaugh, Lyndsey Bair

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM JANUARY 16, 2025.

A motion to approve the January 16, 2025 city council meeting minutes was made by Bryce, seconded by Joel and the vote was unanimous.

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

ACCEPTANCE OF A DONATION FROM THE ROCKY MOUNTAIN POWER FOUNDATION FOR ASSISTANCE ON REPLACING THE ROOF OF THE "RELIEF SOCIETY" BUILDING LOCATED AT APPROXIMATELY 30 E MAIN.

JUSTIN: We would like to thank local regional manager Steve Liechty, Rocky Mountain Power and the Rocky Mountain Power Foundation for their continued support of the city. They have helped the city on many projects in the past with donated labor as well as with financial contributions to Black & White Days and this project. Without the Rocky Mountain Power Foundation contribution and donations from others this project would not have been possible. Steve, Cameron Johnson and the rest of the Rocky Mountain Power team are always good to work with.
STEVE LIECHTY: I appreciate the opportunity to be here this evening. We want to give back on these types of opportunities. We want to get the message out there that these types of opportunities are available. The Rocky Mountain Power Foundation is a 501(c)(3) entity. I like to see these types of funds stay in the valley. In the three states I work in, over $2,000,000 has been provided in the last few years for these types of projects. Most of the approvals have been from $2,000 to $10,000. It is good for us to give back.
AMBER: I get asked all the time how do we make things work? It is because of people with big hearts. It makes all the difference. It is good for our residents to know that this donation came from a local company that supports the city.
STEVE: The number one thing I tell people is to apply. I would encourage you to continue to apply in the future as well.
AMBER: I would like to issue a formal thank you from the mayor and council members who were unable to attend this evening.
STEVE: We appreciate our partnership with the city. We have done a lot of infrastructure work in the city recently. We have done some big expansion projects at local companies such as Pepperidge Farms, Lower Foods and the new flour mill. I know this has required some of your roads and sidewalks to be torn up while the work was completed. The projects have vastly improved our reliability.
AMBER: The last renovation projects on that building were in approximately 1993.

APPROVAL OF TODD SMITH AS A MEMBER OF THE RICHMOND CITY PLANNING COMMISSION.

JOEL: There is a vacancy on the Planning Commission. Jay Bair has served for two terms and his time is up. We will recognize him at a future council meeting for his service. We are presenting Todd Smith to take his place. I have asked Todd to give us a brief introduction about himself.
TODD SMITH: I have lived in Richmond for about 3 ½ years. I come from Lehi, Utah. I taught high school history. I want to be involved in the local community and appreciate the opportunity to serve.

> ***A motion to appoint Todd Smith as a Commissioner on the Richmond City Planning Commission was made by Bryce, seconded by Joel and the vote was unanimous.***

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

AMBER: I appreciate you previously attending council meetings and being involved with the DUP (Daughters of Utah Pioneers).

APPROVAL OF JOHN HORTIN AS A MEMBER OF THE RICHMOND CITY PLANNING COMMISSION.

JOEL: There is an opening on the Planning Commission for an alternate as well. If a commissioner is not in attendance, then the alternate fills their seat and votes. The alternate attends all meetings and takes part in the discussion. They just don't vote if the other five commissioners are in attendance. We have asked John Hortin to fill this position.
JOHN HORTIN: I grew up in Smithfield. I will have lived in Richmond for seven years this coming August. I enjoy raising my four children here. Richmond reminds me of Smithfield when I was young. I think we need to accept growth is coming and manage it in a responsible way. I am happy to help where needed.

> ***A motion to appoint John Hortin as a Commissioner on the Richmond City Planning Commission was made by Joel, seconded by Bryce and the vote was unanimous.***

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

AMBER: My first two years on the council I worked with the planning commission. I welcome anyone who is willing to help and serve.

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2025-01, A RESOLUTION APPOINTING DUNCAN GREER AS A TRUSTEE REPRESENTING RICHMOND CITY ON THE CACHE MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES.

JUSTIN: Don Sheffer has served as the Trustee for the city on the Cache Mosquito Abatement District (CMAD) for the last four years. His term has come to an end. Each city and town in the valley have a representative on the CMAD board. Each Trustee votes on behalf of their city or town. It might not seem like a glorious position dealing with mosquitoes but we need someone from the city to represent the city. Duncan Greer is willing to fill this role. The CMAD Board meets once a month on the last Thursday of each Month in North Logan. We appreciate Duncan's willingness to serve and represent the city.
AMBER: I had no idea what CMAD was in the past. We learned about it as we are required to fill out some forms each year where we have honeybees.
BRYCE: West Nile Virus and other bad issues come from mosquitoes.
AMBER: I am thankful Duncan is willing to serve on behalf of the city.
BRYCE: I think it is great as well.

A motion to approve Resolution 2025-01, a Resolution appointing Duncan Greer as a Trustee representing Richmond City on the Cache Mosquito Abatement District Board of Trustees was made by Bryce, seconded by Joel and the vote was unanimous.

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

STAFF REPORTS AND MONTHLY FINANCIAL REVIEW.
MBR PLANT OPERATOR JOB POSTING

HOLLY: We are working on Black & White Days right now. It is a big priority. Melissa is working hard on the vendor booths. We are working to obtain permitting for the bike race. John is making some minor improvements to the Hamburger Stand. We are planning road improvement projects for the upcoming year. The staff has done a lot of snow removal in the last few days. The next two orders of cassettes for the MBR Plant have been ordered. The screens have been ordered as well. The cassettes will take over a month to receive and we don't know when the screens will arrive. The SCADA system has been connected and now the engineering company can track flows. The city movie night is going well. Right now, the plan is to show a movie once a month. Thanks to Lee's Marketplace for providing popcorn and bottled water. We want to offer concessions in the future. We are considering adding some Friday night activities if we get good participation. I appreciate all of the groups who are willing to help out. We are always looking for volunteers to help. The youth council will oversee the movie in March. The March showing will be Twister.

JUSTIN: Kudos to Holly, Melissa and Josie for their continued work on making forms available online and to be able to be submitted without coming into the office. On the website we have recently added online applications for dog licenses, business licenses and this week we added the parade application. We are posting a lot of information on Black & White Days on the website. There is information on all of the activities and it is being updated continuously. We are very excited to have a free concert and fireworks show on the Friday night of Black & White Days week. Thanks to the companies who made donations to make these events free. In January we collected $57,033 in sales tax revenue. We received our first reimbursement request on the 400 West COG (Council of Governments) road project in the amount of $621,965. We will submit one more reimbursement request when the project is completed before the end of the fiscal year. We received a Class "C" Roads fund allocation in the amount of $37,564. Once a year, starting last year, we receive a distribution for RTIF (Rural Transportation Investment Fund) funds and this year the amount was $62,931. These funds are like Class "C" Road funds in how we manage and spend them. The cemetery district paid their contract amount of $37,595 which pays their contract for January through June 30th. We received a $5,000 donation from the Rocky Mountain Power Foundation and those funds have been deposited. We also received additional funds from other sources on the project and they will show up in the February financials. The RAPZ Tax project application for this year has been submitted which is a major renovation project at the Community Building. The deadline is March 7th but we wanted it submitted well in advance of the deadline. We should know around the last week of May if the application has been approved. The Relief Society building roof project in the amount of $13,360 has been paid. We paid the Smithfield City fire contract amount of $50,944. This contract is now paid through June 30th. The March council meeting will be held on the 20th and the April council meeting has been rescheduled to the 24th.

HOLLY: I have a few other items I failed to mention earlier. The Black & White Days building remodel project is complete with the exception of the electrical and it will be completed soon. The first bathroom in the library has been completed and the second bathroom remodel should be completed in March. We are asking for sports committee volunteers. We are looking at adding flag football and soccer if we can get some help. So far six people have expressed a desire to be involved. Baseball registration will start on March 1st and be completed online. We need to move forward with the posting for the MBR Plant Operator job. It will be posted on Monday, March 3rd and run through March 14th. At that point we will assess how to move forward. We need to let the state know and show them we are working toward getting someone on staff with a Level III certification. Weston asked to be excused this evening but he has reviewed and approved the job posting.
JUSTIN: Once the job closes and we see how many candidates there are and their qualifications a plan will be made on how to proceed. The council will be involved in the process where this is a full-time position. The job will post in several places including on the state website: www.jobs.utah.gov.

HOLLY: In order to keep the state happy, we need someone on staff with the certification no later than July 1st.
AMBER: We have a staff capable of running the plant. We just don't have anyone on the staff with a Level III certification. I am hoping a current staff member can achieve it.
HOLLY: Bryan Tolbert and Troy Hooley are attempting to pass the examination. Troy is a part-time employee for the city and Bryan is full-time. The test can be taken once a month. For state compliance we need to have someone in place by July 1st.
AMBER: I have talked to Shane Lewis about the plant and testing. It is complex. The test is not just about the MBR Plant. There are many things on the test that have nothing to do with our operations.
HOLLY: I would estimate that 90% of the test has nothing to do with the operation of an MBR Plant.

COUNCIL MEMBER AND MAYOR REPORTS

BRYCE: The Valentine's gift bag project was a great project providing some cheer to local widows. We had great youth involvement. Kassy oversaw the project. We received a thank you card from one of those who received a gift bag. I would like to introduce our newest adult volunteer, Lyndsey Bair.
LYNDSEY BAIR: Long term we hope to stary here. I want to give back to the community and be involved. We have three children and hope to adopt one more.
BRYCE: The upcoming city movie night will be in March and the movie will be Twister.

JOEL: The planning commission has completed the proposed multi-family ordinance and is sending it to the council for consideration. We are not reviewing it tonight because of a lack of attendees. We will start to review it in March. They are currently working on a use matrix for all zones. The use matrix talks about what is allowed or not allowed in each zone. It will be a help to the staff. They are the ones who have asked for some clarification to be made in the code in this regard. Other communities have something like this in place. It is simply a checklist of what is allowed or not allowed in each zoning classification. Black & White Days is fast approaching. I appreciate the help of the staff. I am helping with the bike and foot races. There are new racecourses for the bike events this year. With the road leading to Cherry Peak being under construction this spring we have to change the course. I am happy to see it changed up this year. I appreciate Karyn Tejan's assistance on the races.

AMBER: I was born and raised here and appreciate the community. Karyn, Kassy and Karrie Ann are doing such a great job with the Park Bench. We prepared 18 to-go meals last month. There were 1,300 food items donated to the food pantry. There were 200 visitors to the food pantry. There were also 103 volunteer hours. Thank you all for the donated items and volunteer hours; it makes a difference. The next Park Bench stakeholder meeting will be held on Thursday, March 20th at 6:30 P.M. We would love to have more community involvement in this meeting. During Black & White Days the Park Bench is going to host an art exhibition. All ages can participate.
KARYN TEJAN: Last year it was mostly seniors who participated but there were a few younger entrants as well.
AMBER: The DUP (Daughters of Utah Pioneers) will have a quilt exhibit during Black & White Days. The Park Community Center will have many events held here during Black & White Days. The dairy food show will be located in this building this year and it is being sponsored by Lower Foods. It will be in the gym. The staff is handling all of Black & White Days this year and the council is assisting where needed. The council has been in charge in the past and things were missed last year. We have shifted things to the staff. Things are coming along nicely. I am not feeling the stress like I did last year. I appreciate the input I received from the State of the City address. I appreciate all of the groups who participated. I received a lot of calls from concerned residents this week. There is still an issue and concern with driveways being blocked during school pickup time. There has been a lot of discussion about things going on in the city on social media. If a person has a concern about an ordinance, planning related item or any day-to-day item of the city, the most reliable source to get information from is the staff, a council member or the mayor. Go to the source. Do not post online and hope to get information. Call and talk to any of us or schedule a time to meet. Having an online discussion with no facts helps nobody. There is no transparency or facts being provided online. We have an amazing community. We can be better if we have a discussion about issues and work to resolve them. Nothing is solved via social media. I hear things all the time from residents and then I talk to the staff and they know nothing about it. If you care, call the city and let them know of the issue. The issue might be minor or major but let's work to resolve it before it gets worse. Thank you all for attending this evening. We are going to discuss the new multi-family zone next month. I have been driving around the city looking at different areas where it could go. I have been looking at building heights and other things in the ordinance. Take the time to learn and be informed.

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

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

Adjournment at 7:14 P.M.

RICHMOND CITY CORPORATION

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Paul J. Erickson, Mayor

ATTEST:

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Justin B. Lewis, City Recorder