SMITHFIELD CITY COUNCIL MARCH 9, 2022

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, March 9, 2022. The meeting began at 6:30 P.M. and Mayor Kris Monson was in the chair. The opening remarks were made by Deon Hunsaker.

The following council members were in attendance: Sue Hyer, Deon Hunsaker, Jon Wells and Wade Campbell.

Curtis Wall was excused.

City Manager Craig Giles, Police Chief Travis Allen, Fire Chief Jay Downs, Rec Director Brett Daniels, Public Works Director Doug Petersen, Golf Superintendent Chad Daniels, City Engineer Clay Bodily and City Recorder Justin Lewis were also in attendance.

VISITORS: Frank Nelson, Tom Hundshamer, Bob Holbrook, Erik Brandenburg, Casey Hillyard, Jon Harrop, Laurie Danielsen, Holly Clement, Shawn Kirkley, Elizabeth Kirkley, Diana Despain, Ruth Swaner, Glen Jay Thornley, Michael Harris, Josh Runhaar, Mike Monson, Brian Lyon, Susan Nye, Dianne Campbell, Lyle Coleman, Scott Gibbons, Jeff Gittins, Jeff Barnes, Sally Karren, Donya L. Harvey, Lynda A. Gittins, Elizabeth Hassell

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM FEBRUARY 9, 2022.

> ***A motion to approve the February 9, 2022 city council meeting minutes was made by Wade, seconded by Jon and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

RESIDENT INPUT

There were not any comments or questions.

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY THE AMERICAN LEGION FOR A FEE WAIVER TO RENT CITY BUILDINGS FOR THEIR MEETINGS.

Tom Hundshamer and Frank Nelson represented American Legion Post 58. The local charter has been in existence since 1929. The organization is a recognized 501(c) by the Internal Revenue Service.

The Legion meets locally once per month for about 60-90 minutes. Usually there are 15 to 20 members in attendance at the meetings. They typically meet the second week of each month.

Tom stated the Senior Center building at Mack Park would be an ideal place for their meetings.

Wade mentioned the city purchased the Douglass Mercantile Building from the American Legion so they no longer have a place to meet. The council has granted similar requests to the Boy Scouts of America as well as the Girl Scouts of America. The council has the ability to waiver the rental fee at their discretion. This request in in line with other requests according to Wade.

Wade thanked the Legion for their involvement in funerals for veterans.

Jon and Wade both stated they supported the request as it is a way to show respect to local veterans as well as a small payback for their service.

> ***A motion to approve the rental fee waiver request for American Legion Post 58 to rent the Senior Center once per month free of charge was made by Wade, seconded by Sue and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY THE DAUGHTERS OF THE UTAH PIONEERS FOR A FEE WAIVER TO RENT CITY BUILDINGS FOR THEIR MEETINGS.

Elizabeth Hassell represented the Daughters of the Utah Pioneers (DUP).

The local DUP has been meeting for over 50 years. Some of the current members have been involved for over 35 years.

A long time ago DUP meetings were held in the basement of the Carnegie Library.

Most of the local members are single and on a fixed income.

The local DUP meets monthly from September through May.

The DUP is a nonprofit organization with limited funds.

The request is to rent the Senior Center once per month from September through May for the monthly DUP meeting.

Wade stated he supported what the DUP is doing.

Jon mentioned the DUP has used city buildings in the past and there is no reason they cannot continue to use them.

> ***A motion to approve the rental fee waiver request for the Daughters of the Utah Pioneers to rent the Senior Center once per month free of charge from September through May of each year was made by Wade, seconded by Jon and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE APPROVAL OF AMENDMENTS TO THE FINAL PLAT FOR SMITHFIELD POINTE, PHASE 2, AN (18) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 540 EAST 680 NORTH. ZONED R-1-10 PUD (SINGLE FAMILY RESIDENTIAL 10,000 SQUARE FEET PLANNED UNIT DEVELOPMENT OVERLAY ZONE).

Josh Runhaar stated the request is to amend one building lot, Lot Number 46. The western edge of the lot would be changed. The change would help with alignment issues for Phase 3 of the project. The north and west boundary of the parcel would be amended if the request is approved.

Wade asked Clay if he had any concerns? Clay replied the request is a better fit for the area.

> ***A motion to approve amendments to the Final Plat for Smithfield Pointe, Phase 2, an (18) lot/unit subdivision was made by Wade, seconded by Deon and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY NEIGHBORHOOD NONPROFIT HOUSING CORPORATION FOR APPROVAL OF THE FINAL PLAT FOR SMITHFIELD POINTE, PHASE 3, A (55) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 750 NORTH 480 EAST. ZONED MPC (MASTER PLANNED COMMUNITY).

Josh Runhaar mentioned Phase 3 is actually phases three and five from the original plan. The infrastructure is easier to construct by doing both at once in one phase. All current dead-end roads will be terminated and connect. All infrastructure in the area will now be looped. The phase consists of small building lots, standard sized building lots, duplexes and cluster homes. This is the first area of development in the MPC (Master Planned Community) zoned area in this area of town.

Jon asked if the developer would install a half road plus ten feet on Crow Mountain Road? Clay replied that is correct.

Jon asked if the width of the road will be 60 feet? Clay replied it will be 66 feet.

Jon mentioned there will not be curb, gutter or sidewalk on the east side of the new road until that parcel is developed.

Josh mentioned the city already owns approximately 32 feet of land and will own more because of what his company is required to give to the city as part of the development of the land.

> ***A motion to adopt the Final Plat for Smithfield Pointe, Phase 3, a (55) lot/unit subdivision was made by Wade, seconded by Sue and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 1, A (23) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 500 NORTH 300 WEST.

Brian Lyon stated he works for Alliance Engineering and is the engineer for the project.

Phase 1 consists of single-family homes and townhomes.

The area is zoned MPC (Master Planned Community).

Clay mentioned the waterline and sewer line will be upsized in this area. There is also a 100-foot buffer between the back of the building lots on the west side of the development and the railroad tracks. Normally, there is only a 50-foot buffer.

> ***A motion to adopt the Final Plat for Golden Forest, Phase 1, a (23) lot/unit subdivision was made by Wade, seconded by Sue and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 2, AN (18) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 460 NORTH 200 WEST.

Brian Lyon, project engineer, stated this phase is located east of Phase 1 and is all single-family home building lots.

Deon stated the southwest corner of Lot 24 does not line up with Phase 1. What is going to happen with the small sliver of land? Brian replied it will be landscaped or dedicated to the neighboring parcel.

A motion to adopt the Final Plat for Golden Forest, Phase 2, an (18) lot/unit subdivision was made by Wade, seconded by Jon and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 3, A (16) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 600 NORTH 300 WEST.

Brian Lyon, project engineer, stated Phase 3 is located north of Phase 1. This phase would be townhomes.

A motion to adopt the Final Plat for Golden Forest, Phase 3, a (16) lot/unit subdivision was made by Wade, seconded by Sue and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 4, A (53) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 730 NORTH 300 WEST.

Brian Lyon, project engineer, stated Phase 4 is located north of Phase 3.

A motion to adopt the Final Plat for Golden Forest, Phase 4, a (53) lot/unit subdivision was made by Wade, seconded by Sue and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 5, A (75) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 730 NORTH 90 WEST.

Jon thanked Brian Lyon, project engineer, for submitting Page 2 of the plat as it was missing from the original submittal.

Deon asked Brian if the open space would be common area or dedicated to the city? Brian replied it would be part of the subdivision and not dedicated to the city.

A motion to adopt the Final Plat for Golden Forest, Phase 5, a (75) lot/unit subdivision was made by Wade, seconded by Jon and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 6, A (20) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 770 NORTH 90 WEST.

Jon stated there is an irrigation canal easement between Lots 194 and 195. The Final Plat needs to contain a signature block for the Cache Highline Canal Company. Brian Lyon, project engineer, stated he would add the signature block to the Final Plat.

A motion to adopt the Final Plat for Golden Forest, Phase 6, a (20) lot/unit subdivision amending the Final Plat to include a signature block for the Cache Highline Canal Company was made by Wade, seconded by Jon and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 7, A (13) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 770 NORTH 300 WEST.

A motion to adopt the Final Plat for Golden Forest, Phase 7, a (13) lot/unit subdivision was made by Wade, seconded by Sue and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY GOLDEN FOREST SMITHFIELD LLC FOR APPROVAL OF THE FINAL PLAT FOR GOLDEN FOREST, PHASE 8, A (60) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 500 NORTH 200 WEST.

A motion to adopt the Final Plat for Golden Forest, Phase 8, a (60) lot/unit subdivision was made by Wade, seconded by Jon and the vote was unanimous.

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None

Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 22-03, AN ORDINANCE ANNEXING CACHE COUNTY PARCEL NUMBERS 08-042-0003, 08-042-0025, 08-042-0024 AND A PORTION OF 08-042-0018. THE PARCELS ARE LOCATED AT APPROXIMATELY 700 NORTH 800 WEST. THE PARCELS TOTAL APPROXIMATELY 49.25 ACRES.

Justin reminded the council the public hearing on this item was held at the January 12th city council meeting. The request was tabled at that time as there was a concern regarding the survey. The county asked for additional time to review the road, 800 West, which is included in the survey. All of the county's concerns have been resolved and the request is now up to the city council to approve or deny.

Deon stated he has read many comments from people opposed to this request. Realistically, if the parcel is annexed those residing in the county should have less water concerns because new wells will not be drilled in that area. Any new development would be hooked onto the water system of the city. Wade concurred.

Wade mentioned as this area continues to develop 800 West will continue to be a problem. It is not suitable for two lanes of traffic. The existing road is substandard. Decisions need to be made by the city council regarding 800 West as well as Saddleback Road.

Jon asked Clay if he knew the width of the asphalt on the existing road along these parcels. Clay replied he had not measured it but would estimate there is either 21 or 22 feet of asphalt. Jon replied when the area is developed and a new half road plus ten feet is installed the new road should be wider than the existing road.

Clay mentioned when the LDS Church project to the south starts the road will be widened and improved. The curve just south of the parcels being annexed will be flattened as part of development to the south as well.

> ***A motion to adopt Ordinance 22-03, an Ordinance annexing Cache County Parcel Numbers 08-042-0003, 08-042-0025, 08-042-0024 and 08-042-0018 was made by Wade, seconded by Sue and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

INITIAL DISCUSSION ON THE FISCAL YEAR 2023 BUDGET WHICH IS THE PERIOD OF JULY 1, 2022 – JUNE 30, 2023.

Craig mentioned this will be the first of several reviews of the new budget before it is adopted in June. Fuel Expense will be updated with the recent large increase in fuel prices. The health insurance renewal has not yet been provided by the broker. Once it is received the new numbers will be added to the proposed budget. Several legislative bills which were recently adopted will be reviewed to see the financial impact to the city.

GOLF COURSE

Golf Pro Eric Kleven was excused from the meeting.

Golf Superintendent Chad Daniels reviewed the proposed golf course budget.

The following revenue line items showed an increase over the current fiscal year budget: green fees, driving range fees, golf cart rentals and advertising.

The following revenue line items showed a decrease over the current fiscal year: café rental income, snack bar sales and sundry.

Justin Hamilton will be renting and overseeing the café this year.

Jon asked for clarification on advertising revenue. Chad stated several items such as tee signs and scorecards have company logos on them. The agreement is the advertising will happen for a two-year period. This year revenue is received and next year there won't be any advertising revenue because it is the second year of a two-year cycle. All of the revenue is paid upfront.

Chad stated one of his biggest concerns is wages. New employees need to be attracted to work at the golf course. Right now it is hard to hire anyone. Employees are needed in the clubhouse and on the course. Seasonal employees are a must for the golf course to operate and be successful.

Expenses were reviewed and the following line items showed an increase: full-time wages, seasonal wages, benefits, uniforms, dues and subscriptions, travel and training, advertising, fuel, fleet maintenance, course maintenance, audit services, insurance, course equipment, minor equipment, IT support, building payment principal, and property tax owed on the cell phone tower.

Expense decreases were for: pro shop wages and interest on the loan payment.

Zac Smyer, Chad's assistant, will be doing a two-day training course on the irrigation system of the course.

Jon asked if the increase to the fuel expense line item was enough? Chad replied the current estimate is based off of the current fuel price. The golf course, on average, will consume 3,500 gallons of diesel and 6,500 gallons of unleaded over the course of a year.

Wade asked if there are any storage tanks at the course? Chad replied there are two 500-gallon tanks.

Chad explained there is a significant increase to course maintenance expense. One part that is used regularly recently increased in price from $2.50 each to $11.00 each. There are over 700 sprinkler heads on the golf course. The sprinkling system was installed in 1978. Toro no longer makes the sprinkler heads located on the golf course so each head has to be converted, when it breaks, at a cost of $150 each.

The increase to minor equipment is for two new moisture meters. They check the water content at the course so the staff can make sure the course is not over watered or under watered. The circuit boards in the current meters have failed and cannot be replaced. The meters are used seven days per week.

Fertilizer, sand and chemicals used on the course have increased significantly in price.

The proposed budget includes the purchase of fifteen new golf carts. If they are purchased that would make the oldest cart in the fleet a 2013.

Costs of equipment are increasing. The cost of a tee-mower was $31,000 last year. The current cost is $42,000. Some equipment ordered this year will not arrive until 2023. Some equipment ordered in 2021 still has not arrived.

The fairway mowers are a 1997 John Deere and a 2000 Jacobsen. The tri-plex rough mower is a 2001 and it is worn out. The other rough mower is a 1999.

Jon asked what will happen to the old golf carts if new golf carts are purchased? Chad replied five of them would be converted into utility carts. The current utility carts are from 1998. A couple of the old carts might go to the public works department. The rest will be sold.

Jon asked what line item the cost to run the well comes out of? Chad replied Utilities Expense.

Wade asked what the revenue amounts are compared to other local golf courses? Chad replied a round at the Logan River Golf Course costs $1.00 more. Most municipal golf courses are very close in price to Birch Creek. Most private golf courses in the state charge more.

Craig mentioned the golf course has been profitable the last two years. The proposed budget projects the course to be profitable for the new budget as well. The intent on fees is to keep them as high as possible without scaring people away where they will go use other golf courses.

Deon asked if the Sherwood Hills golf course closing had any impact locally. Chad replied it did not. Most of the people who played Sherwood Hills now go to Eagle Mountain in Brigham City as it is closer.

POLICE DEPARTMENT

Chief Allen reviewed the Police Department budget.

Expense increases were for the following: wages, benefits, office supplies, fuel, insurance, software renewals, equipment lease, IT equipment and building payment principal.

Expense decreases were for the following: fleet maintenance, weaponry supplies, IT support and building payment interest.

The increase in IT equipment is to replace laptops from 2015 and 2016.

The increase in equipment lease is to pay for the new Ford F150's. The Dodge Durango lease is expiring.

<u>RECREATION DEPARTMENT</u>

Rec Center Director Brett Daniels reviewed the Rec Center budget.

Proposed increases in revenue were for the following: passes, building rental, park rental, youth sports, dance, tumbling, wrestling, personal training, miscellaneous programs, fun runs and adult sports.

Proposed decreases in revenue were for the following: combo passes, junior bobcat basketball and pickle ball.

Proposed increases to expenses were for the following: full-time wages, part-time wages, benefits, travel and training, fuel, audit services, aerobics, insurance, supplies, school district contract, tumbling, fun runs, dance, youth sports, adult sports, minor equipment and IT support.

Proposed decreases to expenses were for the following: office supplies, pickle ball and miscellaneous programs.

Brett stated one of his biggest issues and concerns is recruiting and keeping employees. It is hard to train a new employee to see them leave. Wages have been increased. Incentives have been offered. It does not seem to matter what is done new quality employees are not applying. A new full-time employee is going to be needed. The same number of full-time employees are in the department now as there was when the department opened 20 plus years ago. Many new services have been added. New employees to help manage these items have not been added.

Wade asked what can be done to increase revenue? Brett replied incremental increases have been done recently. The biggest increases were too competitive and team sports. The intent has been to keep kid leagues as reasonably priced as possible. Costs are increasing for shirts, equipment, referees and scorekeepers.

Craig mentioned the rec center has more competition now than in the past. Previously only Smithfield and Logan had rec programs. Now North Logan and Nibley have rec programs. They are doing what they can to expand their programs and, in some cases, it will take away players or teams from Logan and Smithfield.

Pickle ball is growing valley wide. Eight new courts are being added in North Logan which will hurt the Smithfield program. In Logan, a private indoor facility people can utilize is being opened soon as well.

FIRE DEPARTMENT

Fire Chief Jay Downs reviewed the proposed fire department budget.

Proposed increases to revenue were for the following: Richmond fire contract, Hyde Park fire contract, ambulance revenue, fees and Quick Response contract.

Proposed decreases to revenue were for the following: Cache County Fire contract, BEMS Grant, FEMA Grant and Safer Grant.

Proposed increases to expenses were for: part-time wages, benefits, credit card fees, fuel, utilities, insurance, equipment lease and IT support.

Proposed decreases to expenses were for: full-time wages, uniforms, dues and subscriptions, travel and training, physicals, FEMA Grant, Safer Grant, minor equipment and major equipment.

Call volume has been increasing about 10% per year since 2016. As the population continues to grow call volume will go up.

The Richmond and Hyde Park contracts include an annual 3.00% increase.

The BEMS Grant will pay for the ambulance equipment leases.

The Quick Response contract is for assistance offered to Newton, Clarkston, Trenton, Lewiston and the other small communities and county area in the north end of the valley.

Wildland fire revenue and expense are not included because they are an unknown.

Dustin Hooton and the wildland fire team will go on the board in June this year. Normally, they don't go on the board until July. It is projected to be warmer and drier than normal this year. Two teams can respond to wildland fire calls.

Jon asked how many wildland fire trucks the city has? Chief Downs replied there are three trucks. Two can go on wildland calls and the third truck is kept here in case it is needed locally.

Smithfield works with Logan on ambulance transfers. Smithfield is doing about 20% of the local transfers.

A new transfer ambulance should be considered. The transfer ambulance will drive about 30,000 to 35,000 miles per year. A transfer ambulance is about $60,000 cheaper than a regular ambulance. The current transfer ambulance is older and has been breaking down recently. About $10,000 has been spent in repairs in the last couple of months.

The fire engine is about 20 years old. It is nearing the end of its lifespan.

A new ambulance or fire engine would take about nine to eighteen months to receive from the time it is ordered.

Craig mentioned a new transfer ambulance and fire engine are not included in the proposed budget due to cost concerns.

PUBLIC WORKS

Public Works Director Doug Petersen reviewed the Public Works budget.

The Central Park Wellhouse project will most likely not happen until the new fiscal year.

The 600 West Sewer Line replacement project will most likely not happen until the new fiscal year.

An automatic gate is being included at the Maintenance Shop. Right now people have to park in the road to lock/unlock open/close the gate and it is a safety hazard. The new gate would be located back off of the road.

Fuel expense is a big concern for all departments where diesel and unleaded is utilized.

A wash rack assembly is being included so the trucks and sanders can be cleaned. Currently, the staff has to physically climb on the vehicles to clean them off. It is not safe especially when there are ice or snow conditions and it is slippery. The wash rack would be a platform for the staff to stand on to wash the equipment off.

Water meter replacement and system upgrades are included. The long-term goal is to read all water meters from the city office rather than have to physically send someone out to read them. It takes one person about three to four days to read all of the meters in the city.

A new pickup truck would be purchased in the storm water fund. The current pickup is a 2004 Chevy Silverado.

A backup generator was ordered for the water system about six months ago. It will be installed at 300 South 1000 East. This will allow the well to continue to operate if the power goes out.

Long term a backup generator will be installed at the Birch Creek well as well.

The new Central Park wellhouse will include a backup generator when it is built.

No new snowplow trucks are included in the new budget. An opportunity arose in the current fiscal year where a dump truck could be purchased without having to wait 18-24 months. So the plow truck forecasted for the next fiscal year was purchased in this fiscal year.

The new plow trucks include a pre-wetting system which will allow a brine salt solution to be put down.

An anti-ice solution can be put down as well. This consists of 23% salt and the rest water.

A crack widening machine is included. This would help to expand small cracks so the cracks can be better sealed.

A new bucket truck is included. The current bucket truck is a 1990. It is worn out and needs to be replaced. The current truck does not go high enough to do street light repairs. The new truck would go higher and allow for street light repairs as well as tree pruning. Currently, the city has to contract with a private company for street light repairs.

A Bobcat tool vehicle is included. The same accessories which work on the Bobcat Skid-Steer would work on the tool vehicle. The tool vehicle has a dump bed as well.

One new zero turn radius lawnmower is included.

Jon asked for an update on the cemetery road repair/replacement project. Craig stated that project is included in the current budget. The project could be completed this spring. Clay is trying to locate a narrow asphalt laydown machine for the project. Normal laydown machines are wider than the cemetery roads and cannot be used there.

Craig mentioned grants are not included in the new budget until the funds are received.

Craig explained the Planning Department budget has increased. The state wants building fees tracked better and this is the way to do it. These expenses have been located in other line items in the budget but will now be in this budget. This includes all costs associated with building permit fees, review and costs associated with the planning commission. A big portion of the cost is software renewal fees. Next year Brian Boudrero and Clay Bodily’s wage will be included in this line item as this budget is refined.

Jon asked if the project can be moved from one budget year to another if needed? Craig replied it can. The well bidding process will start in about six to eight weeks.

The budget will be updated and reviewed in April and May and adopted in June.

DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY LARRY BRADLEY FOR PARCEL NUMBER 08-044-0041. THE PARCEL IS LOCATED AT APPROXIMATELY 510 EAST 600 NORTH. THE PARCEL TOTALS APPROXIMATELY 16.54 ACRES OF WHICH 7.46 ACRES IS ALREADY LOCATED WITHIN THE CITY LIMITS. THE PUBLIC HEARING ON THE ANNEXATION REQUEST WILL BE HELD ON WEDNESDAY, APRIL 13, 2022 NO SOONER THAN 6:45 P.M.

Justin mentioned this is Step 2 of 3 in the process. The county is currently reviewing the survey. The city does not have any concerns with the survey.

The public hearing and vote of the city council will take place at the April 13th city council meeting.

This request would remove the one island that is located inside the city limits.

Jon mentioned it will be good to get rid of the island as it should not have been allowed in the first place. State code allowed for it so it happened.

> ***A motion to accept the Certification of Annexation for Cache County Parcel Number 08-044-0041 was made by Wade, seconded by Jon and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION AND POSSIBLE APPROVAL OF ROGER DAVIES AS A COMMISSIONER ON THE SMITHFIELD CITY PLANNING COMMISSION.

Mayor Monson mentioned Roger lives in the Neighborhood Non-Profit Housing Subdivision west of Crow Mountain Road.

Jon stated he would prefer to meet Roger and ask him a few questions before voting on the request.

> ***A motion to TABLE the request to approve Roger Davies as a Commissioner on the Smithfield City Planning Commission was made by Jon, seconded by Wade and the vote was unanimous.***

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING ORDINANCE 22-04, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 2 “ADMINISTRATION AND PERSONNEL”, CHAPTER 2.08 “CITY COUNCIL”, SECTIONS 2.08.010 “GOVERNING BODY”, 2.08.020 “QUORUM”, 2.08.030 “VOTING”, 2.08.040 “AGENDA”; AND TITLE 5 “BUSINESS LICENSES AND REGULATIONS”, CHAPTER 5.04 “BUSINESS LICENSES GENERALLY”, SECTION 5.04.010 “DEFINITIONS”.

Craig mentioned this is a housekeeping Ordinance. The city council is governed by state statute. Some verbiage would be removed and references to state code would be added. Some of the existing code is old and outdated. By referencing state code when the state makes a change the code of the city would not have to be changed at that time as well.

Submittal times for meetings would be fourteen days. This rule has been in place for quite a while but this would formalize it in the code. Time is needed to make sure items are collected, a public hearing posted in the correct amount of time and information sent out and reviewed with ample time.

Jon asked if the reference to the state code in the city code would include a link which could be clicked on rather than having to find the state code by going to another website? Craig replied that is correct. A hyperlink is included in the city code.

****The public hearing was opened at 8:15 P.M.****

Jeff Gittins asked in Section 2.08.040 who determines what is of "urgent nature"? Craig replied the mayor as that is how it is listed in the municipal code of the city.

Jeff asked how the public would know what is happening at a meeting? Craig replied the agenda is posted the Thursday before the city council meeting which is held the following Wednesday.

****The public hearing was closed at 8:17 P.M.****

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 22-04.

Deon stated "at least" should not be stricken out. The correct verbiage should be "at least fourteen (14) days" not "fourteen (14) days".

> ***A motion to adopt Ordinance 22-04, an Ordinance amending the Smithfield City Municipal Code Title 2 "Administration and Personnel", Chapter 2.08 "City Council", Sections 2.08.010 "Governing Body", 2.08.020 "Quorum", 2.08.030 "Voting", 2.08.040 "Agenda"; and Title 5 "Business Licenses and Regulations", Chapter 5.04 "Business Licenses Generally", Section 5.04.010 "Definitions" amending in Section 2.08.040 "Agenda", "fourteen (14) days" to "at least fourteen (14) days" was made by Wade, seconded by Jon and the vote was unanimous."

Yes Vote: Hyer, Hunsaker, Wells, Campbell
No Vote: None
Absent: Wall

DISCUSSION ON THE DIFFERENCES BETWEEN THE HISTORICAL SOCIETY AND HISTORICAL PRESERVATION COMMISSION.

Mayor Monson stated she would like to clarify a few things. For example, the Douglass Mercantile roof project is under the Historical Preservation Commission. The RAPZ Tax application is under the Historical Society. Why are there two committees? Why can't there just be one committee? Why can't all future applications be under the Historical Preservation Commission?

Mayor Monson mentioned she was not aware of any other local city which had separate commissions. The two committees in the city have the same leadership and use the same budget so why are there two groups? It would be cleaner and simpler if there is just one commission.

Mayor Monson mentioned herself and Jon met with Sharon Johnson. Sharon suggested creating a leadership structure. A small committee could be formed to help create this structure. Someone from another city could be included and offer input of what they are doing in their city.

The Historical Society was created in 1971. It is an unofficial city group.

The Historical Preservation Commission is an official city group as listed in the municipal code of the city. The commission was created in 2018.

Jon mentioned the main reason the Historical Preservation Commission was created was so the city could apply for CLG (Certified Local Government) funding. The grants are federally funded and have specific criteria of who can apply.

Jon mentioned he talked to the state. The state administers the CLG Grants. The state said the two groups could be combined into one as long as the duties and organizational positions listed in the city code do not change.

Jon stated he thought Logan had two separate commissions. Mayor Monson said she would check into it and find out for sure.

Jon suggested forming a working group to review the pros and cons of having the two groups combined. Someone from outside of the city should be included so he/she could give an unbiased opinion of what they think should happen.

Jon stated his biggest concern was making sure people felt they could be involved if they want too. Mayor Monson concurred and stated anyone who wants to be involved with these groups should be able to participate.

Wade mentioned he agreed with Jon’s comment about making sure everyone is included. Currently, one group is an official city group. The other group is unofficial but been doing things for decades. The group should be supported. Their voices should be heard as part of this process.

Wade stated he didn’t think what is currently happening is a broken system. Everyone needs to work together and support each other whether as one group or two. Nobody should be harmed in combining the two groups or leaving them separate.

Jon thanked several members of the Historical Society who were in attendance for their devoted and often unrecognized service to the city. It is a very passionate group of people. Mayor Monson concurred.

Mayor Monson mentioned one of the things currently happening with the Historical Society is they are considering reprinting the history book. All of the books have been sold. Jon mentioned one possible option is to offer an online version. Bids will be obtained and the city council will review the request at a later date. Dale Smith has the cd's the book is located on. Jon and Michael Harris will work to obtain quotes and gather information on what is needed for the book to be published again.

DISCUSSION ON RESOLUTION 22-02, A RESOLUTION ESTABLISHING A MONTHLY BILLING SCHEDULE FOR CULINARY WATER SERVICE.

Craig mentioned the city council asked for more information to review at the last council meeting.

Information on what other cities are charging was supplied.

A breakdown of how much water was consumed per user in July 2021 versus December 2021 was presented.

The city has created an issue in actively telling people to conserve water but at the same time not wanting people to conserve water because the water rate is so low the budget cannot be met at the current rate schedule if people conserve.

A proposal has been created to increase the monthly base rate as well as increase the tiered rate amounts.

From 2018 to the current budget water revenue increased $146,000. During the same period of time wages and benefits increased $150,000.

Approximately 40 to 50 water meters fail per month. A concerted effort has been made the last few years to replace all water meters in the city.

Revenue is not increasing at the rate expenses are increasing. This year expenses are increasing drastically.

Jon stated he supported an increase to the tiered rate charge. Those who use the most water should pay for it.

Jon expressed concern for those on a fixed income and suggested lowering the proposed base rate to an amount less than proposed.

Jon suggested increasing the higher usage tiered amounts because the only people using that much water are putting it on their grass or it is a business.

Jon stated he understood not everyone has access to secondary water and those who can should utilize xeriscaping.

Deon stated he would support increasing the tiered rate but would have a hard time increasing the monthly base rate.

Deon mentioned over 169 accounts used over 100,000 gallons in the month of July. One user used over one million gallons of water in July. Those using that much water need to be controlled. A much higher top tier might help to encourage conservation.

Wade asked Jon what he would support as a base rate increase? Jon replied he would prefer to go from $18.00 to $20.00 per month not the $23.00 as proposed. A yearly increase of $2.00 per year from the $20.00 starting point could then be included.

Jon suggested adding a higher rate top tier or adjusting the proposed top tier to a higher amount.

Jon mentioned a typical family of four will use 10,000 to 12,000 gallons per month of indoor water use. Those using more than the typical average should pay a higher amount.

Wade mentioned when this discussion happened four years ago it was hard and it is hard to have this conversation again now. Costs are going up substantially. An increase is needed.

Wade expressed concern the proposed Resolution does not raise enough funds to help pay cash for items. Wade supported charging more so cash can be saved and paying interest on projects could be saved.

Wade suggested increasing the top tier to a higher rate.

Jon stated he supported higher tiered pricing for 20,000 gallons or more per month as the average family used below 20,000 gallons per month and would not be impacted as much because they use less at a lower cost. Those using over 20,000 gallons per month are doing outside watering and should pay more.

Craig asked if the council wanted the proposed tiered rates to be increased? Wade replied the higher use tiers should be higher than proposed.

Craig mentioned the last increase of going from $1.00 to $1.40 per 1,000 gallons used at the highest tiered rate did not stop anyone from watering and nobody conserved any water.

Sue expressed concern not everyone has access to secondary water so the proposal will cost all of those residents a lot of money per month. Jon concurred.

Jon suggested adding a new top tier of 100,000 gallons per month or more at the highest cost.

Wade asked if the account using over one million gallons per month is a business? Craig replied that is correct.

Jon asked if it was the same user in December that used 900,000 gallons? Craig replied that is correct.

Jon suggested adding one more higher tier of 100,000 gallons per month or more at a cost of $4.00 per 1,000 gallons used.

Jon suggested increasing the proposed higher tiered rates of $1.50, $2.00 and $3.00 to $2.00, $2.50 and $3.50.

Craig stated the changes will be made. A public hearing will be scheduled for April 13th on the Resolution.

Jon asked for the information on July and December water usage to be presented and explained before the public hearing.

Mayor Monson mentioned it is a hard decision but is necessary because of substantially increasing costs.

Jon mentioned it is nice to see what other cities are charging but it is not fair to compare rates because other cities debt service, number of connections, expenses, etc. are not known.

Craig mentioned one local city in the valley is considering $18.00 per 1,000 gallons used as their top tiered rate. Jon asked if that is a misprint? Craig replied it is not. That city has not been able to slow down water consumption so they are increasing their rate substantially to force residents to stop watering outside because it is too expensive.

****Wade made a motion to adjourn at 8:53 P.M.****

SMITHFIELD CITY CORPORATION

____
Kristi Monson, Mayor

ATTEST:

____
Justin B. Lewis, City Recorder

SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, March 9, 2022**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Deon Hunsaker

1. Approval of the city council meeting minutes from February 9, 2022.

2. Resident Input

3. Discussion and possible vote on the request by the American Legion for a fee waiver to rent city buildings for their meetings.

4. Discussion and possible vote on the request by the Daughter's of the Utah Pioneers for a fee waiver to rent city buildings for their meetings.

5. Discussion and possible approval of amendments to the Final Plat for Smithfield Pointe, Phase 2, an (18) lot/unit subdivision located at approximately 540 East 680 North. Zoned R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone).

6. Discussion and possible vote on the request by Neighborhood Nonprofit Housing Corporation for approval of the Final Plat for Smithfield Pointe, Phase 3, a (55) lot/unit subdivision located at approximately 750 North 480 East. Zoned MPC (Master Planned Community).

7. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 1, a (23) lot/unit subdivision located at approximately 500 North 300 West.

8. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 2, an (18) lot/unit subdivision located at approximately 460 North 200 West.

9. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 3, a (16) lot/unit subdivision located at approximately 600 North 300 West.

10. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 4, a (53) lot/unit subdivision located at approximately 730 North 300 West.

11. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 5, a (75) lot/unit subdivision located at approximately 730 North 90 West.

12. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 6, a (20) lot/unit subdivision located at approximately 770 North 90 West.

13. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 7, a (13) lot/unit subdivision located at approximately 770 North 300 West.

14. Discussion and possible vote on the request by Golden Forest Smithfield LLC for approval of the Final Plat for Golden Forest, Phase 8, a (60) lot/unit subdivision located at approximately 500 North 200 West.

15. Discussion and possible vote on Ordinance 22-03, an Ordinance annexing Cache County Parcel Numbers 08-042-0003, 08-042-0025, 08-042-0024 and a portion of 08-042-0018. The parcels are located at approximately 700 North 800 West. The parcels total approximately 49.25 acres.

16. Initial discussion on the Fiscal Year 2023 Budget which is the period of July 1, 2022 – June 30, 2023.

17. Discussion and possible vote on receiving the Certification of Annexation from the City Recorder for the Annexation request by Larry Bradley for Parcel Number 08-044-0041. The parcel is located at approximately 510 East 600 North. The parcel totals approximately 16.54 acres of which 7.46 acres is already located within the city limits. The Public Hearing on the annexation request will be held on Wednesday, April 13, 2022 no sooner than 6:45 P.M.

18. Discussion and possible approval of Roger Davies as a Commissioner on the Smithfield City Planning Commission.

19. Public Hearing for the purpose of discussing Ordinance 22-04, an Ordinance amending the Smithfield City Municipal Code Title 2 “Administration and Personnel”, Chapter 2.08 “City Council”, Sections 2.08.010 “Governing Body”, 2.08.020 “Quorum”, 2.08.030 “Voting”, 2.08.040 “Agenda”; and Title 5 “Business Licenses and Regulations”, Chapter 5.04 “Business Licenses Generally”, Section 5.04.010 “Definitions”.

20. Discussion and possible vote on Ordinance 22-04.

21. Discussion on the differences between the Historical Society and Historical Preservation Commission.

22. Discussion on Resolution 22-02, a Resolution establishing a monthly billing schedule for culinary water service.

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least three (3) days before the date of the meeting.

Quote of the month:

Before you say something, think how you'd feel if someone said it to you. -wordsonimages.com

RESIDENT INPUT

A. Time is made available for anyone in the audience to address the Council and/or Mayor concerning matters pertaining to City business.

B. When a member of the audience addresses the Mayor and/or Council, he or she will come to the podium and state his or her name.

C. Residents will be asked to limit their remarks/questions to three (3) minutes.

D. In all cases the criteria for response will be that comments/questions must be pertinent to City business, that there are no argumentative questions and no personal attacks.

E. The Mayor will inform a citizen when he or she has used the allotted time.

F. We suggest you schedule a time to meet with the mayor, council member(s) or city staff so your questions can be answered. All of their contact information is on the website. www.smithfieldcity.org