



SMITHFIELD CITY COUNCIL MINUTES February 12, 2025

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, February 12, 2025 at 6:30 p.m.
Mayor Monson was in the chair. Opening remarks by Wade Campbell

Council Members in Attendance: Wade Campbell, Sue Hyer, Todd Orme, Jenn Staker, Ted Stokes

City Staff: Justin Lewis (City Manager), Dana Lazcanotegui (City Recorder), Clay Bodily (City Engineer), Brian Boudrero (Planning Manager), Travis Allen (Police Chief), Shawn Bliss (Library Director)

Visitors: Jeff & Lynda Gittins, Brooke Freidenberger, Stuart Reis, Katie Bell, Bob Holbrook, Michael Harris, Mike Monson, Lance & Donya Harvey, Avery Staker, Dominic Torres, Terry Wierman, Steve Liechty, Caralee Stokes, Justus Tueller

Approval of City Council Meeting Minutes from January 8, 2025

*****Motion made by Councilmember Campbell to approve the January 8, 2025 meeting minutes. Motion seconded by Councilmember Staker. Vote 5-0. *****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes
No Vote: None

Resident Input

No public comments.

Youth Council Report

Justus Tueller reported that the Youth Council recently helped with the indoor triathlon and tied blankets as a service project at their last meeting. They will be helping with the upcoming Easter Egg hunt and will have another service project this spring. Justus is enjoying his time on the Youth Council and would encourage more youth to participate and be involved.

Acceptance of a donation from the Rocky Mountain Power Foundation towards the renovation of the Douglass Mercantile Building located at 102 South Main.

Steve Liechty, Regional Business Manager from Rocky Mountain Power, presented Smithfield with a \$5,000 donation from the Rocky Mountain Power Foundation to help with the renovations at the Douglass Mercantile building. They are grateful for partnerships with local communities and the opportunity to give back.

Recognition of Stuart Reis, Katie Bell and Brooke Freidenberger for years of dedicated service on the Planning Commission.

Mayor Monson thanked Stuart, Katie and Brooke for their years of service on the Commission and presented them with a small gift of appreciation.

City Manager Report

Mr. Lewis provided a report on the following:

- ✓ City offices will be closed on Monday, February 17, 2025, in observance of the President's Day holiday.
- ✓ Municipal election sign-up period will be June 2-9, 2025, per the Lt. Governor's Office. There are two (2) council member seats and one (1) mayor seat up for election.
- ✓ Tuveson land purchase on Crow Mountain Road is complete; he thanked the Council for their support.
- ✓ New Park Impact Fee study will come before the Council in March.
- ✓ Blood Drive at the Lions Lodge on February 17th.
- ✓ Three (3) job openings, including a Teen Services Librarian, Recreation Leader, Support Supervisor, and Public Works position due to the retirement of Kevin Ogden.
- ✓ New Budget – in the past, a special meeting was called to introduce the annual budget. This year, the plan is to allow two (2) department heads a month (March, April and May) to present their budget requests. This Council agreed with this decision.
- ✓ RAPZ Tax – In the last few years, three applications have been submitted and approved for the Youth Theater, Historical Society, and Recreation. The staff is asking for permission to move ahead with applications for this year for these three groups. J-U-B Engineering has a grant opportunity through the state that is available for application now, and it is proposed that it be applied to pair with the RAPZ tax to renovate the two softball diamonds at Forrester Acres. Councilmember Stokes asked if there were any restrictions with the grant opportunities; Mr. Lewis said the state funds need a shovel-ready project that can be completed within 28 months, and the RAPZ tax needs to be completed within 24 months. If awarded, the project is ready and will begin this fall. The Council agreed to move forward with all three grant applications.

Public Hearing for the purpose of discussing Ordinance 2025-01, an Ordinance amending the impact fee for wastewater treatment.

Mr. Lewis explained that two sewer impact fees are collected: one for wastewater collection, which stays in Smithfield, and one for wastewater treatment, which goes to Logan City. Logan City commissioned the study with the recommendation that multi-family townhomes, condos, and apartments should be less than single-family residents and businesses as their sewer flow is less. If adopted, the Ordinance will be effective immediately.

Section 3.20.100 1. "Wastewater Treatment Impact Fee" will be amended to include the following sentence: *"Multi-Family Townhomes, Condos, and Apartment Buildings shall pay \$1,703.00 per unit"*.

6:50 p.m. Public Hearing Opened

There were not any comments or questions.

6:51 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2025-01

*****Motion made by Councilmember Campbell to adopt Ordinance 2025-01, an Ordinance amending the impact fee for wastewater treatment. Motion seconded by Councilmember Hyer. Motion approved 5-0.*****

Yes Vote: Campbell, Hyer, Staker, Stokes, Orme

No Vote: None

Public Hearing for the purpose of discussing Ordinance 2025-02, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.04 "General Provisions", Section 17.04.070 "Definitions" and adding in its entirety to Chapter 5 "Business Licenses and Regulations", Chapter 5.22 "Mobile Food Trucks", Sections 5.22.010 "Mobile Food Truck Definition" and 5.22.020 "General Provisions".

Mr. Boudrero introduced the proposed Ordinance. There have been questions about food trucks in the city. Smithfield has relied on the state code that defines mobile businesses, food carts, and food trucks (UCA §11-56-102). This is proposed to provide specific information that applies only to food trucks. The purpose is to define a food truck, what and how they can dispose of waste, where they can park, what constitutes business licensing, and what utility connections they can utilize.

The following is proposed to be added:

5.22 Mobile Food Trucks

5.22.010 Mobile Food Truck Definition

A food truck is a fully encased food service establishment on a motor vehicle or on a trailer that a motor vehicle pulls to transport; and from which a food truck vendor, standing within the frame of the vehicle, prepares, cooks, sells, or serves food or beverages for immediate human consumption. See UCA §11-56-102.

5.22.020 General Provisions

A. All materials generated from a mobile food truck that are to be disposed of, should be disposed of properly. Discharge or disposal of any substance, material, food, or waste into the storm drain system is prohibited.

B. Parking on a park strip, or otherwise landscaped area, is not allowed.

C. Each mobile food truck shall keep within their possession, and provide for inspection by the City as requested, a copy of a valid business license for the mobile food truck vendor, whether issued by the City or another political subdivision of the State; a valid health department permit whether issued by the local health department or another health department; and evidence of passing a fire safety inspection whether conducted by the City or another political subdivision. Page 2 of 2

D. Mobile food trucks shall be less than two hundred (200) square feet and shall not interfere with pedestrian access to other businesses on the site.

E. Food trucks and food trailers are prohibited in Residential Zoning Districts except when part of a permitted special event on private property. City sponsored and nonprofit events are exempt from standard fees and application

F. Permanent utility connections, including culinary water, sewer, power/electricity, and stormwater, are strictly prohibited.

17.04.070 DEFINITIONS TEMPORARY STRUCTURE:

Any building or structure that is designed to be assembled, disassembled or easily moved, without any foundation or footing or site preparation, which is intended for temporary use, when removed, results in no physical alteration of the site.

6:54 p.m. Public Hearing Opened

There were not any comments or questions.

6:55 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2025-02
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Mayor Monson appreciates the time it took to put this information together.

Councilmember Staker asked about the temporary timeline. Mr. Boudrero said a stringent building code defines temporary structures; cities can allow or prohibit temporary structures, but they can only be allowed for six months. Councilmember Staker asked if there would be a reason to include an allowable maximum amount of time. Mr. Boudrero said that could be included; however, when applications are received, the rules and regulations are discussed with the applicant. Some of the previous issues with temporary “structures” were things that created permanency such as adding on stairs, adding a permanent power structure and permanent skirting around the truck/trailer.

Councilmember Orme asked if power is regulated or if it has to be self-contained. He has seen some that get their power from nearby buildings or utility poles. Mr. Boudrero said food trucks are generally transient. Councilmember Stokes noted that he is a partial owner of a snow shack, and they will get permission from the local business where they are located. Mr. Boudrero said there have not been any power problems.

Councilmember Stokes asked if the House of Pop near Lee’s Marketplace is considered temporary. Mr. Boudrero said they are not; they have put footings and

permanent connections to infrastructure and utilities, making it a permanent structure. The last temporary structure was a small building by CarSmart, but it has not been used in quite a while and was removed. Councilmember Stokes asked if temporary structures follow the same requirements as food trucks; Mr. Lewis said mobile food trucks can operate if they have a current business license from any city. There was a past issue where a mobile food truck became immobile because they skirted it, added stairs, and permanent power and the City received a complaint. This Ordinance aims to define a mobile food truck and not address temporary structures. The food trucks should be filing in the correct city where they sell food because, theoretically, the Utah State Tax Commission should enforce this in regard to sales tax collections. Mr. Boudrero said different cities have different sales tax rates.

*****Motion made by Councilmember Campbell to adopt Ordinance 2025-02, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.04 “General Provisions”, Section 17.04.070 “Definitions” and adding in its entirety to Chapter 5 “Business Licenses and Regulations”, Chapter 5.22 “Mobile Food Trucks”, Sections 5.22.010 “Mobile Food Truck Definition” and 5.22.020 “General Provisions”. Motion seconded by Councilmember Staker. Motion approved 5-0.*****

Yes Vote: Campbell, Hyer, Staker, Stokes, Orme

No Vote: None

Council Member & Mayor Reports

Wade Campbell

- ✓ Councilmember Hyer attended the last Library meeting; the summer concert series and storybook festivals have been well-attended. The library continues to strive to be responsive, not reactive.
- ✓ The Cache Mosquito Abatement District had a meeting on Jan. 23, 2025, nothing new to report.
- ✓ Home food production – questioned whether pigs should be allowed for private consumption. Residents would like to do this legally. He has researched this issue and how other cities manage this and wondered if this could be allowed on a limited basis as well for 4H and FFA students. Possibly similar to a kennel permit, and dependent on specific criteria such as lot size, no pets, breeding, farrowing, certain number allowed, etc. This would not be for production but rather self-consumption. Mr. Lewis confirmed that pigs are currently prohibited but could be handled with a conditional-use permit if the council wants to consider allowing them in the city. Mayor Monson believes many lots are big enough to allow them for a short time. Councilmember Stokes asked about cattle regulations. Mr. Boudrero said there are animal units (e.g., one cow equals 1 unit), depending on the lot size (more than 1/2 acre for larger animals). The Council agreed to have staff look further into this issue.

Todd Orme

- ✓ Tree Committee finished reviewing updates to the city ordinance and finalizing details. They will be ready to present in the next couple of months. The Arbor Day poster contest, due April 25, will focus on the aspen tree. They are excited for James Hunsaker's arborist certification next month.
- ✓ Historical Society met last week. The Douglass Mercantile building renovations are continuing to progress well.

Ted Stokes

- ✓ Chamber of Commerce has the Easter Egg hunt coming up. The Youth Council will be filling the plastic eggs.
- ✓ Trails Committee meeting with the County - a state grant has been received to connect Hyde Park to 300 South in Smithfield. He is concerned about safety with a section of the proposed trail near the gun range east of town. He is anxious to see this move forward and would like the City to stay involved and provide input to the County.

Sue Hyer

- ✓ Localscapes Class will be held Saturday, April 12th, from 10:00-12:00; registration opens March 1st.

Jen Staker

- ✓ Royalty Pageant is planned for March 8th. Currently, 15 girls are registered.
- ✓ Arts Council – the non-profit organization “Just Because” recognizes the need for resident-friendly areas and has good ideas about using the space formerly occupied by Jim’s Grill at 101 North Main. Some ideas include event space, murals, art, gardens, rooftop spaces, and underground parking. Mr. Lewis asked Councilmember Staker to have them come to the staff to discuss their ideas.

Mayor Monson

- ✓ Grants – she asked if the Council needs to approve grants before they are applied for. Councilmember Campbell said there have been competing interests with RAPZ tax requests in the past. He suggested having the ideas presented to the Council. Councilmember Staker agreed that the Council needs a good idea about what is happening in case questions are received. Mr. Lewis advised that departments are always looking for small grant opportunities, and large grant requests are always brought to the Council. Mayor Monson pointed out that department heads need freedom because they know what is needed. She noted a problem with leadership years ago, but there are no problems now, and thanked Mr. Lewis for all his work. Councilmember Stokes said Mayor Monson does a good job being the executive liaison, and he is primarily concerned if a grant comes with any commandeering and would like to understand if there are any stipulations.
- ✓ “Three Things Need to Know” is making a difference, and good feedback has been received.

Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual. Utah Code Annotated 52-4-205 (1) (a).

*****Motion made by Councilmember Campbell to close the regular council meeting and open the closed meeting. Motion seconded by Councilmember Orme. The vote was unanimous 5-0.*****

Yes Vote: Orme, Staker, Hyer, Stokes, Campbell

No Vote: None

The closed meeting opened at 7:45 p.m.

Those in attendance: Mayor Monson, Todd Orme, Jenn Staker, Sue Hyer, Ted Stokes, Wade Campbell, and Justin Lewis.

*****Motion made by Councilmember Campbell to close the closed meeting and re-open the regular council meeting. Motion seconded by Councilmember Orme. The vote was unanimous 5-0.*****

Yes Vote: Orme, Staker, Hyer, Stokes, Campbell

No Vote: None

***** The meeting adjourned at 8:12 p.m. *****

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, 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, February 12, 2025. The meeting will begin at 6:30 PM.

Welcome/Pledge of Allegiance and thought/prayer by Wade Campbell

1. Approval of the City Council meeting minutes from January 8, 2025
2. Resident Input
3. Youth Council Report
4. Acceptance of a donation from the Rocky Mountain Power Foundation towards the renovation of the Douglass Mercantile Building located at 102 South Main.
5. Recognition of Stuart Reis, Katie Bell, and Brooke Freidenberger for years of dedicated service on the Planning Commission.
6. Public Hearing for the purpose of discussing Ordinance 2025-01, an Ordinance amending the impact fee for wastewater treatment.
7. Discussion and possible vote on Ordinance 2025-01.
8. Public Hearing for the purpose of discussing Ordinance 2025-02, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.04 "General Provisions", Section 17.04.070 "Definitions" and adding in its entirety to Chapter 5 "Business Licenses and Regulations", Chapter 5.22 "Mobile Food Trucks", Sections 5.22.010 "Mobile Food Truck Definition" and 5.22.020 "General Provisions".
9. Discussion and possible vote on Ordinance 2025-02.
10. City Manager Report
11. Council Member and Mayor Reports
12. Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual. Utah Code Annotated 52-4-205 (1)(a).

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) 792-7997, at least three (3) days before the date of the meeting.