

SMITHFIELD CITY COUNCIL

FEBRUARY 14, 2018

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, February 14, 2018. The meeting began at 6:30 P.M. and Mayor Jeffrey H. Barnes was in the chair.

The following council members were in attendance: Deon Hunsaker, Jamie Anderson, Bart Caley, Wade Campbell and Curtis Wall.

City Manager Craig Giles, Police Chief Travis Allen, Recreation Director Brett Daniels and City Recorder Justin Lewis were also in attendance.

VISITORS: Russell Elwood, Jan Jones, Dennis Jones, Elizabeth Hassell, Wayne Hassell, Kelly Veibell, Wayne Henaker and the Webelos Den from the Smithfield 24th Ward, Paul Lindhardt, Chris Chambers, Lynn Godderidge, Dean Evans, Mary Evans, Jackie Hancock, Paul Hancock, Linda Stowell, Dennis Thornley, Donald Patterson, Michelle Anderson, Robert Hansen, Michael Harris, Darek Kimball (J-U-B Engineers), David Price

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM JANUARY 24, 2018.

A motion to approve the city council meeting minutes from January 24, 2018 was made by Wade, seconded by Curtis and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Caley, Campbell, Wall

No Vote: None

RESIDENT INPUT

Mayor Barnes informed those in attendance before anyone came forward to speak during this portion of the meeting he would like to provide an update on a proposed subdivision located outside of the city boundary at approximately 800 West 100 South.

Mayor Barnes explained he had received several calls from residents and fellow council members regarding a letter he submitted granting access to the subdivision onto 800 West.

Some residents questioned if the mayor had authority to submit a letter to the county granting access to the road. Legal counsel, Miles Jensen of Olson & Hoggan, was consulted on the matter and it is a gray area where there is not a clear cut answer. One option is to submit a letter to the Cache County Planning Department as well as Duane Williams who is requesting approval of the subdivision. The letter would state the mayor is rescinding the approval to grant access onto 800 West until reviewed by the city council.

Mayor Barnes informed the council he would be submitting a second letter rescinding his approval of access to the road to the county and Duane on Thursday, February 15th. The council will then review the request at a later time.

JAN JONES: I have lived here for 65 years. I have concerns about the cemetery. I want the reason why the cemetery grounds were recently cleaned off. My family took up several new items at Christmas time. I have a copy of the city policy about the cemetery and there is nothing in there about cleaning off the headstones after Christmas. The rules only talk about Memorial Day. I called the mayor to talk to him about this and he never called me back. We put several new items up there. My parents are 87 years old and on a fixed income. I have been decorating the graves of my twins since 1976. There has been nothing but problems at the cemetery for the last four years. I plant live geraniums each year and the young men and women who clean off the graves remove them each year after Memorial Day. For Christmas, I put up a new wreath and some flowers on the sides of the headstone. Right now there is not any mowing or trimming going on. It is cold and the ground was frozen. I found out from a friend everything had been removed. If the city policy is to not allow people to decorate the graves then people need to be told. Information needs to be put in the newspaper and newsletter when the grounds are going to be cleared off. I am up to the grounds often. I used to walk the grounds quite often. I have friends whose items have been stolen off of the graves in the past. Some people have more than the two items that are allowed. Some graves have 30 or more items. They need to be notified they are only allowed two items. Christmas needs to be addressed in the rules. I checked the maintenance shop where the removed items were put and none of my families items were there. Was the person who cleaned off the graves authorized to do so? I went to Logan City and talked to them. They do not clean off the items after Christmas. My items were not trashy. They were all brand new. My parent's items they put up there were brand new as well.

MAYOR: I am sympathetic to your concern. I have been contacted by many others on this issue. I don't recall being contacted by you.

JAN: I talked to you on Monday and you said you were out of town and would contact me when you got back.

MAYOR: I have three people willing to serve on a committee to review the policies, rules and procedures of the cemetery. Would you be willing to serve on this committee?

JAN: No. I would if my health was better.

MAYOR: The committee will only meet two or three times.

JAN: I won't be able to serve. My health is more important than serving on a committee. I want to know if the person who cleaned off the graves was authorized to do so? I was told it was two people. Were they just bored and needed something to do?

MAYOR: They are city employees.

JAN: Why were the decorations removed? Logan City has not removed their items. Were the items removed because I live on the west side of town and we don't matter?

MAYOR: I won't lay the blame on anyone for what happened. While I am serving as mayor it will not happen again without proper notification. We will do a better job in the future.

DAVID PRICE: I appreciate your willingness to serve. It is not easy to do. I have some experience serving as I was on the planning commission for 15 years. The master plan has gone through many renditions. I was involved in that process previously. The community is comfortable with the master plan and it needs to be reviewed and consulted as things come along. I knew something was happening across the road where I live as I saw the For Sale sign. I expected some type of notification from the city or county on what was being proposed. I did not receive anything. I was told it was a done deal on the development after hearing from others in the community. I was told the development plan was submitted and accepted so at that point I

started to make some inquiries. I have never been notified of anything happening in this area. I heard the mayor wrote a controversial letter approving the use of the road. None of us in the community affected by this decision knew anything about it. I did not know the city supported the subdivision request. I have talked to the mayor about my concerns. I know the city has had some controversial developments in the past. Several of those being high density housing. We have always worked together to resolve issues. I know you are a new mayor and council and we want to trust and support you. There has to be transparency. The process needs to be open and those who are impacted need to be represented. We just want our voice to be heard. I am not asking for progress to stop. The city will change. The city is a good place. The process was not followed in this case. We don't want this to be a contentious issue. I appreciate the willingness of the mayor to rescind his previous approval. Do we need to go to the county with our concerns? Mayor what is your letter going to say?

MAYOR: I have not yet written the letter but it will state what I said earlier in that I am rescinding my approval of granting access to 800 West until the council can consider the request.

DAVID: I feel better about this now; it is being more transparent. The residents want to support you. This is not an easy decision.

CHRIS CHAMBERS: I talked to the mayor about this issue. I appreciate his willingness to rescind the letter of approval. I serve on the local irrigation board. Duane Williams came to the board and requested secondary water on the parcel. I asked him point blank if he had county and city approval. He said he did have approval from the county and city. I called the county planner and the item has not even been scheduled for consideration yet. The request has not been approved by the county. I called Wade and found out about the letter submitted by the mayor. Issues like this need to be discussed as a group not individually. This decision affects those who live down there.

MAYOR: I appreciate everyone's comments. Jan, I apologize for not contacting you as I thought I had contacted everyone who contacted me on the cemetery issue.

DISCUSSION ON 2018 RAPZ TAX APPLICATIONS.

Mayor Barnes informed the council three RAPZ tax applications will be submitted this year.

Brett Daniels reviewed each application with the council.

Application Number 1

Development and expansion of Forrester Acres at approximately 100 North 600 West. The expansion would include pickle ball courts, a new sports field and a parking lot.

The city has received a \$350,000 grant from the Land & Water Conservation Fund for this project. In order to utilize the grant funds this project would need to be completed within two years.

Total Project Cost: \$753,817

RAPZ Tax Request Amount: \$303,817

Application Number 2

Installation of a new restroom facility at Forrester Acres.

Total Project Cost: \$156,343

RAPZ Tax Request Amount: \$121,343

Application Number 3

Installation of a new restroom facility at Heritage Park.

Total Project Cost: \$76,770

RAPZ Tax Request Amount: \$66,770

Mayor Barnes asked for clarification on where the new restroom facility would be built at Forrester Acres. Brett replied most likely between the little league field and new parking lot area. Another possibility is to remove the existing restroom facility at the Blue Sox Field and install the new facility there.

Heritage Park was constructed approximately eight years ago with the intent of being an open space area. Over time people have wanted to rent the gazebo for family gatherings and weddings. Electricity, water and sewer are in the area but the closest restroom facility is at Forrester Acres about a block away.

The new restroom facilities would be similar in nature to the new restroom facility installed at Central Park in 2017. The facility is prebuilt and then installed. Central Park has a four room facility and the proposal is to install a two room facility at Heritage Park.

Deon mentioned there might be some grant funding available through the Utah Outdoor Recreation program. They approve grants for trails and other recreation amenities. Brett replied the city had applied for this grant in the past and was denied. The main focus of the grant is trails. Normally, grants are also small in nature in the \$5,000 to \$25,000 range.

Mayor Barnes asked if the city is out of line by asking for over \$300,000 in Application 1? Brett replied the request is not abnormal based on the size of the city. The most the city has been awarded in the past is \$150,000. The city also has never been able to show as much of a match in the past as this year.

Mayor Barnes stated all past city projects have been completed and none are outstanding. The board likes to see all RAPZ tax projects completed within one year of approval.

Jamie asked if the Heritage Park restroom facility could utilize solar power? Brett replied he was not sure but could check into it if needed. Jamie mentioned it might be a cheaper option for the city in the long term. Bart replied it will have a sky light which will help during the day.

Deon asked if the new restroom facility at Forrester Acres would replace the Blue Sox Field restroom? Brett replied it is a possibility as that is an older facility not in great shape. The best option is to install a new facility further west to help accommodate those using the Pony League Field, Little League Field and new sports field and pickle ball court. Right now a port-a-potty is being utilized in that area.

Brett mentioned the RAPZ tax applications are due by March 3rd and each application will be reviewed and fine-tuned before being submitted.

DISCUSSION AND POSSIBLE VOTE ON CLOSING/REMOVAL OF THE ACCESS ROAD ON THE EAST SIDE OF THE SPLASH PAD LOCATED AT APPROXIMATELY 50 WEST 100 NORTH.

Mayor Barnes informed the new council members the previous city council had an initial discussion on this request at the October 11, 2017 city council meeting but a decision had not been made. Mayor Simmons at that time wanted to hear from the school principal his thoughts on the request before the council considered voting on the request

Curtis mentioned he thought the request was to simply close the road, not remove the asphalt and install grass.

Brett stated in the last year the splash pad has been completed and put into service at Central Park. A new restroom facility was installed at Central Park in the fall of 2017. The access road is in between the splash pad and restroom facility. Currently, the skate park is being installed at Central Park and will be completed in the summer of 2018.

Some of the reasons to remove the road:

- Free up space for more open space and green space
- Safety (Priority #1)
- There is no good reason to have a road cut right through the middle of the park
- The road is already closed from approximately Memorial Day through Labor Day when the splash pad is open for the season
- The rock barrier between the splash pad and road would be removed and the area properly graded.
- Picnic tables and shade structures could be added at a future date.
- Right now all of the parents have to sit on the west side of the splash pad this would give parents a chance to surround the entire area and have more room to spread out.

Brett informed the council he had met with Principal Troy Pugmire of Summit Elementary School three times to review the area and get his take on parking and other issues in the area.

Principal Pugmire supports the request to remove the road if a couple of additional items can be included in the project.

Principal Pugmire would like to see a no left turn sign installed on the highway at Center Street coming back onto the highway from the school. Chief Allen and Craig agree this is a good request and should be granted.

Principal Pugmire would like to be able to have the teachers from the school park in the parking lot where the old city office was located at 69 North Main. This would free up additional parking stalls as well as a drop off area for parents and students at the school.

Jamie asked the cost to remove the road? Craig replied the city staff would do all of the labor and a local supplier would take the asphalt and concrete and recycle it. The only cost would be the use of the city machinery and employee man hours.

Jamie asked if the area would then be covered with sod? Brett replied that is correct as the area around the new restroom facility needs to have sod laid there as well.

Bart asked where the asphalt removal would start at? Craig replied at the bridge on the south end and sidewalk on the north end. Access would still be available for the irrigation company to get to their equipment on the river just east of the bridge. Enough room would be left to have a trail leading through the area to access the amenities.

Curtis mentioned he talked to Principal Pugmire and there is a parking issue on the west side of the school. Right now there are diagonal parking stalls. These stalls are not ideal because people have to back out of the stalls and it creates a safety issue. If the city will grant access for the teachers to park in the parking lot of the old city office building the diagonal parking stalls will be removed. The stalls would then run north and south so cars would pull in, drop off or pick up the students and then continue straight ahead without having to back up. Pressure would be reduced at the Center Street drop off area if this same type of drop off can be used on 100 West. The school staff would restripe the parking stalls if the city approves the request.

Curtis suggested adding a no left turn sign at the access point on the highway where the old city office used to be located at 69 North Main.

Jamie stated he did not see a reason not to grant all of the requests. Curtis concurred.

Brett mentioned if the bridge is left long term for vehicles to drive across it will need to be maintained as it has some issues from aging over time. Curtis replied the pillars are falling apart and there are some issues with the bridge itself.

Brett stated his goal is to finish all of the projects at Central Park in 2018.

Mayor Barnes mentioned the bridge is so narrow two cars cannot pass each other. This road was not meant to be a road long term. Curtis stated that is correct as it appeared to be just an access road for the old city office building so the city staff did not have to go onto the highway every

time they needed to come to the city office building. This would allow quick access from the west side of town off of 100 North.

A motion to approve the request to remove the city owned access road at approximately 50 West 100 North from the bridge to the sidewalk was made by Jamie, seconded by Deon and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Caley, Campbell, Wall
No Vote: None

Brett asked the council to review the vacant lot area where the old city office used to be located. Proposals in the past for the parcel included a memorial park or a parking lot. Brett asked the council to consider making the area a paved parking lot for those using the skate park and splash pad. A trail would still be included along the edge of the river and then the parking lot south of the trail to the existing asphalt. Smithfield Implement customers would be able to utilize the parking lot during their big sales throughout the year and the library would also have more available parking. Right now people don't dare park in the area where it is gravel and not properly graded.

Mayor Barnes asked if a trail would be installed along the river? Craig replied the intent would be to continue the existing trail along the river with green space on both sides of the trail.

Brett mentioned having a memorial park in town is a good idea but he felt the city had better places for the memorial park to be located at.

Curtis mentioned if a farmers market was held on the open space at the library having ample parking to the north of the area would be appropriate.

Deon mentioned several years ago some Utah State University students did some designs for a possible memorial park in the area. There are many different ways to enhance the area. Mayor Barnes replied the designs from the students could possibly be incorporated into a design with a parking lot as well.

APPROVAL OF SCOTT GIBBONS AS A COMMISSIONER ON THE SMITHFIELD CITY PLANNING COMMISSION.
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Curtis informed the council Scott Gibbons is willing to serve on the planning commission as an alternate commissioner. Scott would start on Wednesday, February 21st if approved.

A motion to appoint Scott Gibbons as a commissioner on the Smithfield City Planning Commission was made by Curtis, seconded by Bart and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Caley, Campbell, Wall
No Vote: None

Mayor Barnes stated Scott will be a great addition to the commission. Scott applied for the recent city council member vacancy and will be an asset on the commission.

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 18-03, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE.

Craig informed the council the banquet room rental fees at the Birch Creek Clubhouse had not been adjusted for 14 years. The staff had researched what other local entities are charging and would propose an increase to the following fees:

	Current	Proposed
Banquet Room – 1 to 3 hours	\$200	\$250
Banquet Room – 3 to 5 hours	400	500
Banquet Room – 5 or more hours	600	800
Wedding Receptions & full day use	800	1,250

Wedding receptions and full day use fees include a refundable deposit of \$250 if certain criteria are met and abided by during the use of the facility.

The vendor who used to supply the city with the plaques which go with the memorial benches is no longer in business. The new supplier charges quite a bit more for the plaques. The request is to increase the cost of the memorial bench with custom plaque from \$1,100 to \$1,400.

Deon asked why the recent impact fee schedule adopted by the council has not been included in the fee schedule? Craig replied the new impact fees do not go into effect until April 11th. The prevailing fee schedule will be updated on that day when they go into effect. The new impact fees cannot go into effect until 90 days after approved by the council per state code.

A motion to adopt Resolution 18-03, a Resolution amending the Prevailing Fee Schedule of the city was made by Curtis, seconded by Wade and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Caley, Campbell, Wall

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 18-02, A RESOLUTION INFORMING THE STATE OF UTAH WATER QUALITY BOARD OF ACTIONS TAKEN CONCERNING THE MUNICIPAL WASTEWATER PLANNING PROGRAM REPORT FOR 2017.

Clay informed the council this resolution comes before the council each year. It is an update on the sewer system for the city.

Mayor Barnes asked how much time is needed to complete this document? Clay replied he was not sure as it took input and help from several different staff members.

Mayor Barnes asked for a clarification on the ratings in the report. Clay replied each section is different but in some cases a score of zero is the best and in some places a higher score is better.

Mayor Barnes asked what the scores beside the employee names represented. Clay replied those scores represent the level of certification each employee has received.

Wade and Deon pointed out a couple of grammatical errors on Pages 6 and 10 which needed to be corrected.

A motion to approve Resolution 18-02, a Resolution by the City Council of Smithfield, Utah to inform the State of Utah Water Quality Board of actions taken concerning the Municipal Wastewater Planning Program for 2017 was made by Jamie, seconded by Wade and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Caley, Campbell, Wall

No Vote: None

PRESENTATION AND REVIEW, NO SOONER THAN 7:30 P.M., ON THE PROPOSED UTILITY RATE INCREASES FOR BOTH CULINARY WATER SERVICE AND STORM WATER SERVICE.

Mayor Barnes mentioned several residents felt the city needed to do a better job about informing the residents about the proposed utility rate increases for culinary water service and storm water service. A public hearing was held on the request and very few people attended.

The city council meets on the second and fourth Wednesday of each month and this meeting just happened to be on Valentine's Day.

Mayor Barnes informed everyone he asked Craig to prepare a presentation on the proposed rate increases and why they are needed.

Mayor Barnes explained the current storm water monthly fee is \$4.50 per month. After review of the general plan, master plan for storm water and a rate analysis it has been recommended to increase the rate to \$20.00 per month. There are several big infrastructure projects needed in the next six years.

Mayor Barnes expressed concern for such a large increase to the storm water monthly fee and asked the council to raise the rate to \$10 per month rather than the \$20 per month which is proposed. As proposed with the \$1.00 per fiscal year increase the rate would be \$25 per month in five years.

Wade asked where the city would be at in five years if the amount is changed from \$20 per month to \$10 per month? Craig replied anything less than \$20 per month will result in not meeting the goal.

Jamie asked Craig to present his presentation to those in attendance.

Craig mentioned the following information.

The General Plan was started a couple of years ago and completed in early 2017.

Master Plans were then done for culinary water service, storm water service and transportation.

Impact fee analysis was completed for culinary water service and storm water service. The new rates have been approved by the council and go into effect on April 11th. The council approved charging the highest fee allowed by state code. Impact fees are charged to pay for new growth.

Rate analysis were completed for culinary water service and storm water service.

In the past the city has bonded extensively and paid a significant amount of interest on projects.

The impact fee analysis and rate analysis were completed by Emily Sim of Public Sector Economics.

What is included in a rate analysis?

- Annual Expenses
- Debt Service
- Capital Improvements needed in the next six years and the cost to pay for these projects with cash
- A reserve equal to one year's operating budget

The sum of these equal the rate which should be charged. Twenty four months of actual information was used in the analysis.

What are annual operating expenses?

The main items are as follows:

- Employee Salaries and Benefits
- State Compliance (permits, sampling and reporting)
- Bank Card Fees
- Insurance
- Equipment Purchases and Repair
- System Maintenance (meter replacements, service line replacements, line cleaning)
- Professional Services (Legal Notices, Attorney Fees, Financial Audit)

What is included in debt service for the water enterprise fund and the sewer enterprise fund?

The Storm Water Enterprise Fund does not have any debt.

The Water Enterprise Fund owes for the 1,500,000 gallon Dry Canyon Water Tank. The annual payment is approximately \$140,000 with \$100,000 applied to principal and \$40,000 going to interest. This project will be paid off in 2026.

Water impact fees collected help to make the annual payment on the Dry Canyon Water Tank.

Water Enterprise Fund capital improvement projects identified in the master plan:

- Eight projects were identified in the current system.
- Two new projects were identified.
- The estimated cost of all projects is \$16,000,000
- The estimated cost for projects needed in the next five years is \$5,000,000

One of the projects needing completion in the next five years is the upsizing of some existing water lines from three inch to eight inch. Estimated project cost \$460,000.

The second and largest project needed in the next five years is a new water source (well), water tank and PRV station.

A PRV station is a pressure reducing station. The pressure from the new proposed well/tank project in the northeast portion of town would be too great and the pressure must be reduced. The estimated cost of the PRV station is \$118,000.

The estimated cost of the new well and two million gallon water tank is approximately \$4,000,000.

Storm Water Enterprise Fund capital improvement projects identified in the master plan:

- Ten projects were identified for build out of the system.
- Eight projects need to be completed in the next five years
- Estimated cost for all projects is \$30,000,000
- Estimated cost for projects needing to be completed in the next five years is \$6,000,000

Some of the projects include the creation of a retention pond in the southwest corner of town. The connecting of several storm water pipes throughout the city. The installation of a 30 inch pipe running to the new retention pond.

The new rates are proposed as:

Monthly Culinary Water Fee

\$18.00 base rate

Tiered Rate per 1,000 gallons used charged at the following rate:

0 – 6,000 Gallons	\$0.90 per 1,000 gallon used
6,000 – 10,000	\$1.00
10,001 – 15,000	\$1.10
15,001 – 20,000	\$1.20
20,000+	\$1.40

Monthly Storm Water Fee

\$20.00 per residential connection

\$10.00 per ERU (Equivalent Residential Unit)

A \$1.00 per fiscal year base rate increase would be included starting in July 2019 for a period of five years.

Five random homes were selected and used to show how much of a difference there would be in the current water rate schedule versus the proposed water rate schedule.

	Gallons Used in 2017	Current Rate	Proposed Rate	Increase
Home 1	98,000	\$166.80	\$306.90	\$140.10
Home 2	875,000	704.60	1,381.90	677.30
Home 3	54,000	140.40	264.60	124.20
Home 4	397,000	368.60	713.90	345.30
Home 5	232,000	257.30	487.80	230.50

Jamie asked Craig to explain how an enterprise fund works. Craig replied an enterprise fund can make or lose money just like a business. The water enterprise fund only collects revenue from the monthly charge, connection charges, interest and impact fees. In the past, the city has bonded and paid interest on projects. The intent is to save funds to be able to pay cash for projects and not have to pay interest in the future. Currently, the city pays over \$150,000 in interest yearly on various projects throughout the city.

Curtis mentioned the original proposal was for the water base rate to increase from \$9.00 per month to \$20.00 per month but the council elected to reduce the base rate to \$18.00 per month and charge a higher tiered rate. Those using more water should pay a higher cost.

Deon mentioned the general fund of the city has to pay the water enterprise fund for the water that is used as well at the city buildings, parks, cemetery and other city owned properties.

Deon asked how long the general fund had been paying the water fund for water usage? Craig replied the State of Utah Auditor’s office made this a requirement a few years ago.

Deon asked how much more the general fund will have to pay the water fund if the increase is implemented? Craig replied the city is currently paying the water fund approximately \$36,000 per year and at the proposed rate schedule the fee will increase to \$75,000 per year. Deon

replied this will be a big hit to the general fund; therefore, cuts will have to be made in the general fund to make up for this increase.

CONTINUED DISCUSSION ON RESOLUTION 17-20, A RESOLUTION AMENDING THE MONTHLY UTILITY CHARGE FOR STORM WATER SERVICE.

Mayor Barnes mentioned if his proposal, \$10.00 per month, was implemented it would take longer to reach the goals and complete the projects but it was be easier on the residents. Jamie expressed concerns if the projects are not completed and there is flooding and damage to homes because the projects are not done then the cost will be much more than a change in the monthly charge.

Jamie stated it is hard to raise the rate in any increment but it is the responsibility of the council to supply water to homes and keep runoff water problems from happening. Bart concurred and replied nothing has been done in the past and led the council to this hard decision. By not implementing the full rate fee now the inevitable is just being delayed.

Mayor Barnes replied delaying some of the projects one or two years won't set the city back significantly. Curtis asked Mayor Barnes where he came up with the \$10 per month charge? Which projects would not be completed? When was the last rate increase? Craig replied the monthly fee had not been adjusted for several years.

Bart asked what other cities charge for their monthly fees? Mayor Barnes replied it does not matter as the finances of every city are different. Craig replied expenses, infrastructure and debt service are so different for each city it is hard to make a fair comparison.

Craig informed the council he was aware Hyrum, Logan, Nibley and North Logan are all in the process of reviewing and increasing their monthly fees.

Mayor Barnes mentioned storm water rules and regulations are set by the state and the city must comply.

Curtis stated all of this information had been provided and calculated by professionals. Their work and recommendations should be considered to keep the city in good standing and compliance.

Mayor Barnes suggested to those in attendance if they had questions, comments or concerns about the proposed rates they should contact himself or a council member before the next council meeting on February 28th when the proposals will be voted on.

A member of the audience asked if the rate study and analysis could be viewed online? Craig replied a request can be made at the city office as not all of the information can be provided due to safety concerns with certain items in the plan and study.

CITY MANAGER REPORT

Craig mentioned the next library board meeting is on February 21st and the council member assigned to the library is invited to attend.

The plan for the new budget is to have a general overview at the March 14th council meeting.

Department heads will present their individual budgets at the March 28th council meeting.

April 11th will be continued discussion on certain items that are in need of review after the initial presentation.

The public hearing and budget approval will be at one of the two council meetings in May.

Curtis asked which meeting would be the most in depth review of the new budget? Craig replied on March 28th when all of the department heads are in attendance.

MAYOR'S REPORT COUNCIL MEMBER ASSIGNMENTS

Mayor Barnes mentioned it is time to make council member assignments now the council has all five members.

Mayor Barnes stated he would oversee the police department, historical society, tree committee, cemetery and Comcast Cares Days of Service.

Curtis suggested adding some new council member assignments such as economic development and social media coordinator. Some of the old assignments are no longer valid such as Health Days as it falls under the parks and recreation umbrella. The residents want more information and a council member could be put over this task. Some of the assignments are small such as being over the Cache Valley Transit District. Heidi Harper reports to Curtis and in turn Curtis reports the information to the council.

Mayor Barnes mentioned in his time on the council, six years, the council had not had anyone overseeing economic development. Curtis replied Logan City uses interns from Utah State University to help them in this area.

Bart mentioned he would be happy to work with the Smithfield Chamber of Commerce as well as economic development as they both fall hand in hand. The fire department will work with Bart as well.

Jamie stated he would work with the golf course, trails, ambassador to the royalty and library.

Curtis suggested having someone to oversee social media, the Parlant system and the newsletter as the residents want more information. Mayor Barnes replied the newsletter could be better

done in the future as in the past it has mostly been a report from a council member and then various recreation center activities information.

Curtis will oversee the planning commission, parks and recreation and the Cache Valley Transit District.

Wade will work with the youth council and senior citizens.

Mayor Barnes mentioned the Comcast Cares annual day of service will be held on Saturday, April 21st.

Curtis asked for the council member and mayor's assignments to be posted on the city website with the contact information for each council member and the mayor.

COUNCIL MEMBER REPORTS

Deon mentioned at a recent canal board meeting a problem was discussed. There is a sediment problem in the canal at approximately 400 North 100 West where it makes a 45 degree bend. There is a concern for flooding in this area of the canal. A backhoe cannot be brought in as there is a pump in the way.

Mayor Barnes asked if there are houses in the way? Deon replied there is not as it is by an LDS Stake Center Building.

Deon mentioned several developers have asked about utilizing irrigation water east of the upper canal. The irrigation board does not offer any service to the east of the upper canal.

Deon expressed concern for the city requiring one share of water for one new home. One share of water is defined as four acre feet of water by the Cache Highline Water Canal Company. Four acre feet of water is more than what is needed for one new home according to Deon.

Mayor Barnes asked if the Smithfield Irrigation Company has any concerns or issues with the definition the city uses? Deon replied the Smithfield Irrigation Company says one share is three acre feet of water. The two canal companies consider one share to be a different amount of water.

Mayor Barnes asked if one share of water is needed for irrigation purposes? Dennis Thornley replied in the Smithfield Irrigation Company 1/3 of a share is needed for irrigation purposes. The state controls how much is allowed with each share. Shares are purchased from existing shareholders not the irrigation company. The irrigation company does not have shares to sale. Deon mentioned a share in the delivery system is also needed to utilize the Smithfield Irrigation Company system.

Curtis mentioned Andrew Soelberg and Mindy Spackman are now full time commissioners on the planning commission with Wade and Jamie leaving the commission to join the city council. Scott Gibbons and Mason Niederhauser are now the two alternates on the planning commission.

At the planning commission meeting on Wednesday, February 21st a new chairman will be selected. Kelly Luthi, Andrew Soelberg, Steve Teuscher and Nathan Wright have all expressed interest in serving as the chairman.

Nicole Zollinger has taken over running the Smithfield Chamber of Commerce and is doing a great job. Nicole is focusing on broadening the membership of the chamber.

Wade asked when the Duane Williams subdivision request would be reviewed by the council? Mayor Barnes replied at the February 28th council meeting.

Jamie asked for an update on the concern from several parents about the lack of sidewalk east of Sunrise Elementary on 300 South. Curtis replied Brian Higginbotham and others were part of a committee formed to research this issue. Sunrise Elementary School Principal Derek Beer is part of the committee as well. Bob Saxton owns the parcel where the sidewalk has not been installed. Bob is willing to deed the property to the city for the project as long as he does not have to pay anything towards the completion of the project. A plot plan had been done in the past by Bob on the parcel. Elevations need to be reviewed and approved by Bob as part of the project. The committee would like to submit a grant request that is available through a safe walking path program.

Deon asked if the sidewalk would be located by the road? Curtis replied it would be a regular sidewalk with a park strip between the sidewalk and the road. There are two parcels without sidewalk. One parcel owned by Bob Saxton and the other parcel owned by Stephanie Fricke. The Fricke's currently rent the home and would allow for a sidewalk to be installed. Principal Beer will be submitting the grant application and has asked the city to help determine the cost of the project for the application.

Mayor Barnes asked if this grant program is administered by UDOT (Utah Department of Transportation)? Curtis replied that is correct. The deadline last year had been missed but Principal Beer intends to apply this year.

Mayor Barnes asked if the school could actually apply for this grant? Craig replied he did not think so. Curtis replied the school will apply and the city has to act as a sponsor of the project.

Bart did not have any additional items to discuss.

****Bart made a motion to adjourn at 8:40 P.M.****

SMITHFIELD CITY CORPORATION

Jeffrey H. Barnes, 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, February 14, 2018**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Wade Campbell

1. Approval of the city council meeting minutes from January 24, 2018
2. Resident Input
3. Discussion and possible vote on the closing/removal of the access road on the east side of the Splash Pad located at approximately 50 West 100 North.
4. Discussion on 2018 RAPZ tax application(s).
5. Discussion and possible vote on Resolution 18-02, a Resolution informing the State of Utah Water Quality Board of actions taken concerning the municipal wastewater planning program report for 2017.
6. Discussion and possible vote on the Resolution 18-03, a Resolution updating the Prevailing Fee Schedule.
7. Approval of Scott Gibbons as a commissioner on the Smithfield City Planning Commission.
8. Continued discussion on Resolution 17-20, a Resolution amending the monthly utility charge for storm water service.
9. City Manager Report
10. Council Member Reports
11. Mayor's Report

Council Member Assignments

12. Presentation and review, no sooner than 7:30 P.M., on the proposed utility rate increases for both culinary water service and storm 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.