

SMITHFIELD CITY COUNCIL

APRIL 10, 2019

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, April 10, 2019. The meeting began at 6:30 P.M. and Mayor Jeffrey H. Barnes was in the chair. The opening remarks were made by Mayor Barnes.

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

Bart Caley was excused.

Police Chief Travis Allen, Fire Chief Jay Downs, Rec Center Director Brett Daniels, Public Works Director Doug Petersen and City Recorder Justin Lewis were also in attendance.

VISITORS: Ellen Allred, Marcie Elwood, Ingrid Frankowski, James Frankowski, Carolyn Monaco, Tom Kapelos, Ruth Williams, David Baker, Marilyn Baker, Michelle Anderson, Daniel Kent, Jonathan Badger, Andy Rasmussen, Dennis Thornley, Joseph Day, Wade Lindley, Matt Hyde, Greg Chambers, Kelley Chambers, Lynn Godderidge, Jordan Larsen, Dianne Campbell, Sarah Hyde

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MARCH 27, 2019.

A motion to approve the city council meeting minutes from March 27, 2019 was made by Wade, seconded by Curtis and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Campbell, Wall

No Vote: None

Absent: Caley

RESIDENT INPUT

RUTH WILLIAMS: I am married to Duane. We have lived in the city for over 20 years. There is an impression we are doing the Creekside Estates Subdivision to make money and that is not true. We got together with five other families and formed an LLC (Limited Liability Corporation) so we could purchase the property together. We are paying for the improvements together. All of us involved in the LLC want to build on the parcel. We are not doing this for profit. Our home will be built there. We love the city.

SARAH HYDE: We are purchasing six acres of the Creekside Estates Subdivision. We love the city and have lived here for 13 years. My husband is from the city. There is a misunderstanding on the Creekside Estates development. We are not trying to put 150 homes there. This is our dream spot. We want to fulfill our dream. We dream of having a little farm. I have a horse outside of the city and have to go there twice a day to care for the horse. I want the horse at my house. We want to keep five of the six acres as a hay or agricultural field. We want to have chickens, etc. We are not doing this to make money. All of the families on this project have the same dream. We feel like we have given up a lot to install the curb, gutter, sidewalk and to widen

the road. Somedays we are excited and then we are crying. Our dream has not been realized. This has been a long hard journey. I appreciate your willingness to discuss our request tonight. We hope you see it from our point of view.

ANDY RASMUSSEN: Our family wants to build on this parcel. We purchased the property and it was an expensive parcel. I grew up on a farm in Idaho. I know the value of open space and agricultural land. It is unique in Cache Valley to try and keep the agricultural land viable. It is important to us. We want to maintain the agricultural feel. We are not wanting to build duplexes and cookie cutter homes. We are not making a profit on this project. We hope the city will understand we want to keep the agricultural feel. This development is agricultural friendly. It is very costly to do the improvements for this project.

DAVE ANTHON: I am also a member of the Creekside Subdivision. We purchased the land to build our personal home on. Twenty-three years ago I purchased one acre from my parents in Smithfield so I could build by them. I enjoyed living by my parents and grandparents. We want an open area to build on. This is a large parcel. I am hopeful to have property my children can build on some day. I want to offer them what my parents offered to me. I hope you will consider our request.

THANK YOU AND APPRECIATION DISCUSSION WITH GREG AND KELLEY CHAMBERS FOR THEIR CONTINUOUS AND DEDICATED SUPPORT OF THE SENIOR CITIZEN PROGRAM.

Mayor Barnes mentioned there are residents and non-residents who do extraordinary things for the city.

Mayor Barnes introduced Greg and Kelley Chambers.

The senior citizen program budget was waning. Greg and Kelley stepped forward and made sure the program continues on. They have donated meals at least twice a month for approximately two years to the senior program.

Mayor Barnes thanked Greg and Kelly for their service to the community and senior program.

Mayor Barnes introduced Ruth Swaner. Ruth oversees the senior center meal and entertainment.

Ruth thanked Greg and Kelley for their willingness to help the seniors in the city as without them the program would not be possible.

Mayor Barnes presented Greg and Kelley with a plaque for their dedicated service to the community.

DISCUSSION AND POSSIBLE VOTE ON MAKING APRIL 2019 CHILD ABUSE PREVENTION MONTH IN THE CITY.

Jonathan Badger mentioned he is a board member on The Family Place board of directors.

Jonathan informed the council a member of The Family Place is going to every community in the valley asking them to support the proclamation making April, Utah Family Month.

The proclamation has been supported by cities throughout the valley for the last 15 years. This year the proclamation has been changed to place an emphasis on strengthening families and protecting children.

The services offered by The Family Place are either free or low cost.

The Family Place motto is TEK which stands for therapy, education and a kid's place.

The Family Place is the only shelter in Northern Utah where children taken out of a home can go.

In 2018, over 14,000 people were served by the center.

The Family Place has buildings in Smithfield, Hyrum and Logan.

This year a special focus is being made on the dates of Mother's Day through Father's Day. Governor Gary Herbert is asking everyone in the state to participate in a Be Kind Utah campaign during that period of time. The goal is to have one million acts of kindness happen in that timeframe throughout the state.

Jonathan left a packet of information for the council to review on services provided by The Family Place.

Jonathan invited the mayor and council to attend a tour of the facility and luncheon at The Family Place on Wednesday, May 15th.

Jonathan read the "Utah Family Month Proclamation".

Mayor Barnes mentioned the city and Family Place were lucky to have Intermountain Healthcare donate the building for The Family Place in Smithfield. Significant services are offered to both children and their parents. The goal of The Family Place is to help families. The Family Place offers quality and needed services to the community.

The council supported May 12, 2019 through June 16, 2019 as Smithfield City Family Month.

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| <p>DISCUSSION WITH REPRESENTATIVES OF THE CREEKSIDE ESTATES SUBDIVISION, LLC ON INFRASTRUCTURE IMPROVEMENTS ON 800 WEST.</p> |
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Daniel Kent, legal counsel for the Creekside Estates Subdivision, came before the council to review the proposed subdivision.

Daniel informed the council the land for the subdivision was purchased through an LLC (Limited Liability Company) formed by those wanting to build homes on the parcel.

Daniel mentioned the following:

The land has been purchased by the LLC for development purposes but not to profit off of the land purchase.

The parcel is approximately 33 acres.

There will not be $\frac{1}{4}$ or $\frac{1}{2}$ half acre building lots on the parcel.

Resources have been pooled by all of the LLC members to develop the land.

Construction plans for the infrastructure have been submitted to the city but nothing has been approved.

The land is located in the county but the road (800 West) is owned by the city.

The families wanting to build on the parcel are asking the city for their driveways to be able to access 800 West.

The impact to 800 West is almost negligible from this new subdivision. There will only be a few homes and additional cars on the road.

This road is already a thoroughfare people use to bypass the city. There is already significant traffic on the road.

The increased traffic from this subdivision will not be noticeable.

The bridge is a sticking point in the infrastructure requirements for this project. The question is whether or not the bridge needs to be widened.

Typically bridges are narrower than the road attaching to them.

Bridges act as a traffic control device similar to a speed bump. People naturally slow down when crossing a bridge. Widening the bridge could increase traffic in the area. The area is close to a school so there could be negative consequences in widening the bridge.

A reasonable fee could be considered to help pay for widening the bridge.

Developments to the north of this parcel were not required to install the same improvements being required by this subdivision.

The Tom Pitcher Subdivision did not install these improvements. The subdivision is two lots with 331 feet of road frontage.

Jeff and Annette West did a lot split north of the Tom Pitcher Subdivision which has 660 feet of frontage on 800 West. Curb and gutter was required but widening the road or upgrading the bridge was not required. The average lot size is one lot per five acres.

The average building lot size in the Creekside Estates Subdivision is one lot per 4.5 acres.

The city has provided driveway access to other developments in the area.

City services will not be used for the Creekside Estates Subdivision. The homes will be on wells and septic tanks. The impact to the city infrastructure is negligible.

This is a large parcel which when developed will have minimal impact on the city. Agricultural use will still be the main use of the parcel.

The property owners want a decision as quickly as possible so they can start construction on the project.

Curtis asked Daniel if he worked for Hillyard, Anderson & Olsen as the letter addressed to the city is signed by Gary N. Anderson. Daniel replied he works for that firm and some old letterhead must have been used for the letter as he is a member of the firm.

Curtis mentioned legal counsel of the city has not reviewed the letter. Daniel replied the letter had been sent to legal counsel of the city; Seth Tait of Olson & Hoggan, P.C.

Craig asked Daniel who sent the letter to Seth? Daniel replied a member of his office.

Curtis mentioned he wanted legal counsel of the city to review the letter. The legal consequences to the city must be understood. The city attorney should review and respond to the letter sent by Daniel's firm. Daniel replied he felt that was a reasonable request.

Daniel asked the council what they are looking for in this project? What is the hang up in not signing off on the construction plans which have been submitted? Where does the council stand on this request? Everything has been submitted to the city for review.

Curtis asked if the LLC members are okay installing curb, gutter, sidewalk and widening the road? Is the only issue the bridge? Daniel replied he did not know exactly what the city is requiring so he wanted some clarification since this is not a typical subdivision in the city.

Curtis mentioned Jeff West is building a home north of this parcel and will install curb, gutter, sidewalk and widen the road in front of the new home. If the rest of the parcel is developed in the future all of these items will have to be installed at that time.

Ruth Williams stated curb, gutter, sidewalk and widening the road are part of the construction drawings for the Creekside Estates Subdivision.

Curtis asked if all of the members of the LLC were in agreement to install curb, gutter, sidewalk and widen the road? Ruth replied they are.

Curtis asked if the only issue with the LLC members is the bridge? Ruth replied that is correct.

Daniel stated the issue is determining who is responsible to widen the bridge. The LLC members don't mind paying a reasonable sum towards the project but do not feel they are responsible for the entire project of widening the bridge. Any fee to widen the bridge should be reasonable. The bridge does not need to be widened just because of this project.

Jamie stated he wanted legal counsel of the city to review and offer an opinion on the matter.

Daniel expressed concern for the timeline in having Olson & Hoggan, P.C. review the letter and respond. What is the timeline of the response? Once legal counsel offers an opinion can the city manager make a decision on the request or does the city council have to decide? Wade replied the opinion of legal counsel could be reviewed at the May 8th council meeting.

Daniel asked if the city council is meeting again in April? Mayor Barnes replied the council meets twice a month but April includes the Utah League of Cities and Towns training meetings so there is not a second council meeting in April.

Daniel asked if the city manager can make a decision on whether or not to approve the construction plans? Craig replied the City Engineer will review the construction drawings. A request is being made to waive the construction requirements on the bridge and the council would have to approve or deny the request not the city staff.

Daniel replied he was not sure a waiver was being asked for. Craig replied the city code requires improvements to be done to the bridge as part of this project. In order for the bridge to not be improved the council has to approve the request.

Mayor Barnes mentioned legal counsel of the city will review the request. The council can make a decision on the request at a future council meeting.

Daniel asked if the decision has to be delayed? Curtis replied the council wants legal counsel of the city to review. Wade stated once legal counsel offers an opinion then the city council will make a final decision.

Deon asked if any land is being dedicated to the city as part of this project? Clay replied there is already a 66 foot right-of-way in place.

Deon asked if only the improvements are being required by the city? Clay replied that is correct.

Mayor Barnes mentioned legal counsel will only review the request on the bridge since the LLC members have already stated they will install the other improvements.

Curtis stated legal counsel will offer an opinion to the city council. The request will be considered at the May 8th council meeting.

Daniel asked if a conditional approval could be put in place since the only issue is the bridge? Curtis replied until legal counsel of the city offers an opinion no decision can be made.

Craig mentioned Duane Williams is aware an agreement between the city and county must be put in place before this project can proceed.

Craig stated he has not been presented the proposed agreement which is required by the county. Daniel replied the county has approved everything on their side. The only remaining issue is the conditions imposed by the city so the new homes can access 800 West. Craig replied an agreement must be put in place by the county, city and LLC in order for the project to proceed. The city has not been provided a copy of this agreement. Ruth replied the agreement cannot be finalized until a decision is made by the city on the infrastructure requirements. Craig replied all parties will need to review and sign off on the agreement.

Craig mentioned no homes can be built on the parcel until after the improvements are complete. Ruth replied the LLC members want to start the improvements as soon as possible.

Jamie mentioned a decision cannot be made until legal counsel of the city reviews the request.

Daniel mentioned the only hold up on the project is the bridge. Craig replied the agreement between the three parties can be drafted and should include the bridge as the bridge can be removed before the final agreement is signed if it is determined it will not be included. Sarah Hyde stated they need to know if improvements to the bridge will be required before they can proceed with the agreement.

Wade mentioned for clarification and disclosure purposes one of the LLC members is a relative of his. The relative has the last name of Campbell.

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| DISCUSSION ON A SEWAGE LIFT STATION ON THE WEST SIDE OF TOWN. |
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Clay stated as the northwest part of town develops a sewer lift station will be needed.

Mayor Barnes mentioned there are rumors there will be several lift stations on the west side of town. That is not correct; the city is planning to have one large lift station which will handle future development in that area of town.

Clay stated the intent is for the staff to have the easiest system to maintain so fewer lift stations is better.

The last sewer master plan was completed in 2005. At that time it was stated one lift station would be needed. Now things are changing on that side of town as development is happening.

The intent is to have an impact fee study completed so new growth will pay for the cost of the lift station. An engineering firm will determine if one or more lift stations is required.

Professionals will be hired to do the sewer master plan. The intent is to have as few a number of lift stations as possible.

Craig mentioned the goal of the staff is to have one regional lift station. The impact fee will be structured similar to the water impact fee in the northeast portion of town. That specific part of the city will pay a higher sewer impact fee. The goal is to have one lift station not many.

Mayor Barnes asked if there is an estimated cost for a lift station? Clay replied the cost will be based on the size of the lift station.

Curtis asked who compiles the information in the sewer master plan and impact fee study? Craig replied an engineering firm would be contracted with to do the master plan and impact fee study.

Curtis asked if the process has been started yet? Craig replied the intent would be to start the process in the next year unless development in the area happens sooner than expected. Wade mentioned the information needs to be completed well before any homes are built in the area.

Craig reminded the council a lift station is not needed for Phase 1 of the new Visionary Homes development in that area.

Mayor Barnes asked where a lift station would be located? Craig replied recommended locations would be determined as part of the sewer master plan.

Curtis asked if a lift station will be needed for the new Logan City sewer plant? Craig replied a lift station in the city will be installed based on development in the city not as part of the new sewer plant being installed in Logan.

Mayor Barnes asked how the subdivision proposed by Visionary Homes will be effected by a lift station? Clay replied a lift station is not needed for Phase 1. All phases after Phase 1 will need to be connected to a lift station.

Curtis asked how many homes are in Phase 1 of Visionary Homes development? Craig replied between 15 and 20.

Curtis asked who pays for the cost of a lift station? Craig replied the developer will need to design a lift station for future phases in the development. The city would then pay to upsize the size of the lift station for future growth. Impact fees would be collected to pay for the cost paid by the city of the lift station.

Mayor Barnes mentioned Logan has a new lift station. Clay replied the new lift station services Smithfield, Hyde Park and a portion of North Logan.

Curtis mentioned the goal is to have one lift station and not ten as some people in the community have stated. Craig agreed and mentioned since the city has to maintain and operate the lift station. The fewer lift stations the better for the city.

Curtis asked why a new sewer master plan was not included in the recent general plan update? Craig replied the grant, which helped to pay for the project, did not include anything in regards to sewer in the city.

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 19-05, A RESOLUTION AMENDING SECTION VIII “RETIREMENT POLICY” IN THE SMITHFIELD CITY PERSONNEL MANUAL.

Craig mentioned the city was recently audited by URS (Utah Retirement System). One of the findings was the personnel manual for the city does not include wording about who is covered and who is not covered by URS. The council is exempt from URS contributions up to the point they make a certain amount of money. URS recommended the wording in the Resolution be added to the personnel manual of the city.

A motion to adopt Resolution 19-05, a Resolution amending Section VIII “Retirement Policy” in the Smithfield City Personnel Manual was made by Curtis, seconded by Wade and the vote was unanimous.

Yes Vote: Hunsaker, Anderson, Campbell, Wall

No Vote: None

Absent: Caley

DISCUSSION AND POSSIBLE VOTE ON APPROVING THE TENTATIVE FISCAL YEAR 2020 BUDGET WHICH IS THE PERIOD OF JULY 1, 2019 THROUGH JUNE 30, 2020.

Craig reviewed some changes since the proposed budget was introduced at the last council meeting on March 27th.

The initial budget included an estimated 15% increase in the monthly health insurance premium. The actual number is now known and it is a 5% increase. So the actual number has been included in the budget not the preliminary estimate.

The monthly dental rate will stay the same as the current fiscal year.

Deputy Recorder Char Izatt has announced she is retiring. A wage and benefit estimate for a new city planner has been included in the budget.

A budget for the Historical Society as well as the Historical Preservation Commission has been added.

Mayor Barnes asked if the grant for the picture storage boxes is in the current budget year or the new budget year? Justin replied the grant proceeds and expense are in the current fiscal year.

Craig mentioned the grant proceeds received by the Historical Society are being proposed to be used for a study on installing a steeple on the Youth Center and a study on the Mercantile Store building located at approximately 100 South Main. The Historical Society would like the city to purchase the Mercantile Store long term.

Curtis asked who the gentleman was who toured the Youth Center and the Mercantile Store a couple of weeks ago? Mayor Barnes replied he works for the State of Utah.

Curtis asked the budget amounts for the Historical Society in comparison to previous years. Craig replied the Historical Society budget for the current fiscal year is \$4,000 and the proposed budget for the Historical Society and Historical Preservation Commission combined is \$10,920.

Craig mentioned the amount paid from the General Fund on the Forrester Acres expansion project had been reduced from \$50,000 to \$25,000. Park Impact Fees are being used to pay the city portion of the project.

The proposed property tax increase has been included on the revenue side and the funds show on the expense side but are not encumbered until the property tax rate is formally set.

Equipment purchases are traditionally paid for by the General Capital Improvement Fund but rather than make a transfer now and then transfer the funds back into the General Fund later the purchases will be made from the Unreserved Fund Balance.

Mayor Barnes asked where the Ambassador program is included in the budget? Craig replied in the Health Days Celebration line item.

Mayor Barnes asked how much funding is allocated to the Ambassador program? Brett Daniels replied each of the young ladies is paid \$250 by the city. Normally, a fundraiser is held for the Ambassador program and any funds which are raised are split evenly amongst the ambassadors. The total amount of the Health Days line item is \$16,500.

Mayor Barnes mentioned there was a concern there is not enough funds to pay for dresses for the Ambassadors. Brett replied the city has always paid the cost of the dresses.

Mayor Barnes asked if there is enough funding in the budget for the dresses? Justin replied the dresses have already been purchased for this year. Mayor Barnes mentioned Cathy Brooksby is concerned about having enough funds for dresses for next year.

Jamie asked Mayor Barnes if the concern is purchasing dresses or the amount paid to the young ladies? Mayor Barnes thought the concern was about the dresses. Jamie replied his understanding was the leaders wanted to pay the young ladies more. Brett mentioned several other cities do not pay anything to their participants. Smithfield has paid each young lady at least \$250. When

sponsors make donations those funds are also paid to the young ladies. In the last few years each one of the young ladies has been paid \$500.

Craig mentioned the staff is still in the process of getting a bid for the Forrester Acres fence project on 800 West. A bid is also being obtained for repairing the wall at the clubhouse where the decorative rock keeps falling off.

Curtis asked where the Comcast Cares Day of Service funds are spent? Craig replied the council approves the projects. One year the funds were used on the splash pad and another year they were used for items for the library.

Curtis mentioned the proposed budget does not include any funding from Comcast Cares. Craig replied the budget is not adjusted until the funds are received when it comes to grant items.

Curtis mentioned he thought the Comcast Cares funds were used to pay for the new flagpole at the cemetery. Mayor Barnes replied general fund money was used for that purchase.

Craig mentioned the city has not been paid for the last Comcast Cares Day of Service project. Mayor Barnes asked if that was for 2018? Craig replied that is correct.

Jamie asked what the large amount in "General Fund – Sundry" was for in the current fiscal year. Craig replied the health insurance provider of the city gave back a refund as they are only allowed to make "X" amount of profit per year and then they have to refund the difference to their customers.

Mayor Barnes mentioned he would contact Comcast as he had been contacted by them in the past.

Curtis asked if the flagpole project at the cemetery was paid for with funds from the general fund? Craig replied that is correct.

Curtis asked when fees charged at the cemetery would be reviewed by the council? Craig replied the staff is currently putting together a proposal which will be brought to the council at a future date.

Curtis asked the department heads if they are okay with the budget as proposed? Doug Petersen replied he was. Brett Daniels replied he was okay with the budget.

Brett had concerns about installing a steeple on the Youth Center as he was not aware of this project or how it would or would not impact rec center programs.

Jamie asked why a tentative budget needs to be approved? Craig replied changes can and still will be made. A tentative budget allows the staff to make the proposed budget available for public review. Changes can be made until final approval.

Jamie asked when the public hearing will be held on the new budget? Craig replied it is tentatively scheduled for the first council meeting in May.

Wade mentioned it was proposed at the last council meeting to raise the property tax rate again this year.

Wade talked to Chief Downs about his concerns with the fire department and the entire budget was reviewed.

Wade stated several increases had been implemented in 2018 from increases in utility fees to an increase in the property tax rate.

Wade stated he would not support a property tax increase this year. The fire department is in need of funding to increase wages to keep employees from leaving. An estimate was given of \$120,000 but maybe only \$90,000 or another amount is available.

Wade suggested making cuts to the proposed budget rather than increase the property tax rate.

Wade suggested reducing funding for other programs or line items to pay for the increase needed for fire department wages.

Jamie asked Wade if he would consider holding the property tax rate the same as in 2018? Wade replied he would support holding the rate but not increasing it.

Wade stated he wanted to show the residents cuts could be made rather than simply just increasing the property tax rate because more funds are needed.

Deon stated he would not support a property tax increase. A new fire department contract needs to be completed between the city and Cache County. After that point wages can be adjusted accordingly. Craig replied a new contract is being worked on between the county and city as well as between Hyde Park and the city. Any wage increases are the responsibility of the city. Chief Downs mentioned the city is already receiving approximately \$725,000 from the county. The county wants the city to pay their fair share as they feel right now the city is not paying enough for the department. Mayor Barnes stated the city needs to pay its fair share for fire protection.

Chief Downs mentioned the county is paying \$725,000 and the city is paying \$125,000. The city is getting a very good deal. The city has a full-time department because of the funds paid by the county. Operating the ambulance program out of the fire station allows for full-time employees to be in the city. The county is not going to give the city more funds.

Craig mentioned \$125,000 was needed last year for market wage adjustments for the entire fire department. Chief Downs mentioned since that study was completed, Logan City has increased their pay by \$5,000 to \$6,000 per year per employee. Right now there are six city employees in this category. More than \$125,000 will be needed when benefits are factored in.

Craig mentioned if the council wants to see the budget reduced they need to make suggestions of which programs to cut. When some non-essential program budgets were significantly changed or proposed to be changed in the past there was significant uproar from the community.

Mayor Barnes asked the council for recommendations on which items to remove from the budget. Wade replied a steeple is not needed on the Youth Center right now.

Wade suggested trying to find cuts to fund an additional \$90,000 in wage increases for the fire department. Low wages in fire departments is a statewide problem. Finding and keeping employees is not just a city issue but an issue throughout the state.

Wade mentioned the company he works for cannot find new employees who are willing to work for \$14.50 per hour and \$15.50 per hour after their probationary period expires.

Mayor Barnes mentioned large cuts would need to be made to come up with \$90,000.

Jamie asked if the staff knew how much property tax funding would be received if the rate was held this year? Justin replied the county has not yet supplied that information. Once the county has the information they provide it to the city.

Curtis mentioned Cache County is raising their property tax rate again this year. Wade stated Wellsville is as well. Mayor Barnes mentioned many cities in the valley increased their rate last year.

Wade asked Justin if Richmond raised their rate last year? Justin replied that is correct.

Craig asked the council for some guidance in which areas they would like to see cut so the department heads can review their budgets and come back with a new proposal. Wade replied basic services such as police, fire and public works need to be left alone. All other non-essential services should be reviewed.

Craig mentioned some programs might be entirely cut and removed. Wade replied that is a possibility.

Curtis asked how much funding is needed for market adjustments to wages for the departments which were not adjusted in 2018? Craig replied approximately \$222,000.

Jamie stated he thought the intent, based on meetings from last year, was to increase the property tax rate to generate \$1,000,000 in revenue this year.

Jamie asked what the effect is of holding the property tax rate and adding in the new building units from last year? Justin replied he would have to contact the county as they prepare all of the information in regards to property tax.

Mayor Barnes stated the wage discrepancy issue needs to be resolved now or it will continue to be a problem in the future.

Curtis asked what needs to be adopted at this time for the process to move forward? Craig replied the council can approve the tentative budget or wait until a future meeting. Justin replied a tentative budget is required so the public has the opportunity to review the budget.

Jamie stated nothing is being formally approved and any item in the budget is subject to change even if the tentative budget is approved. The council can take the next month to review changes to the budget.

Craig mentioned the public hearing can be moved to a later council meeting than May 8th as long as the budget is adopted no later than June 22nd.

Wade asked Craig to notify the council of which departments or line items are essential services and cannot be cut.

Wade asked for clarification on which departments are in the General Fund. Craig replied Administration, Election, Court, Historical Society, Historical Preservation Commission, Planning Commission, Library, Youth Council, Fire Department, Police Department, Public Works, Cemetery, Class "C" Road Funds, Parks, Streets and Non-Departmental which is garbage and central dispatch/911 service.

Craig mentioned Water, Sewer and Storm Sewer are enterprise funds and not part of the General Fund.

Mayor Barnes mentioned \$60,000 in "Streets – Sidewalk Repair" is a big line item which could be reduced.

A motion to approve the tentative budget for Fiscal Year 2020 which is the period of July 1, 2019 through June 30, 2020 was made by Wade, seconded by Jamie and the vote was unanimous.

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

Jamie mentioned the prevailing fee schedule should be reviewed to make sure all city fees are where they need to be.

Jamie mentioned charging a transaction fee for debit/credit card sales might be necessary as a significant amount is spent yearly on transaction fees by the city.

Curtis asked if Venmo or PayPal is used by the city? Craig replied they are not but the city does have a bill pay option for utility bills.

CITY MANAGER REPORT

Craig mentioned the city budgeted \$35,000 for the project to convert Sunset Park from culinary water use to irrigation water use. The bids for the project have come in and the project will cost \$45,000. The pump will cost more than the original estimate and the fee charged by Rocky Mountain Power to supply power to the pump is significantly higher than the original estimate. With new legislation being put in place a water meter must be installed as well. This was not included in the original cost estimate.

Craig asked the council if they would like to proceed with this project even though it has a higher cost than originally planned. Jamie replied he supported doing the project as long term the city would save money as well as conserve culinary water. Curtis concurred.

Craig mentioned the plan will be to get the irrigation box installed immediately. The pump will be ordered. The intent is to have the project complete and operational by summer.

The city received the TAP (Trust Accountability Program) award again this year. The award is in regards to the safety program the city has in place. The city received \$4,187 from this grant. The grant proceeds will be used to purchase safety equipment such as steel toed boots, gloves and safety vests.

Mayor Barnes and Craig met with representatives from Hyde Park City and North Logan City a couple of weeks ago. Smithfield has been asked if the city would have any interest in combining with North Logan and Hyde Park into one three-city justice court. Currently, the North Logan court is losing money. Smithfield City is losing around \$20,000 to \$30,000 per year on the court system. This year could be as high as \$90,000 depending on how the results of the court audit play out. There is the possibility of saving money for each city as only one judge, prosecutor and public defender would be needed for all three cities. An interlocal agreement would need to be created if the city considered this option.

Curtis asked how much the city would save? Craig replied an agreement has not yet been drafted for consideration but the costs to each city would most likely be based on case load. Curtis replied any savings to the city is a plus.

Mayor Barnes asked how much of the revenue generated from fines comes to the city? Chief Allen replied he did not have the exact numbers but he estimated around 15%.

Mayor Barnes mentioned North Logan and Hyde Park are currently working on drafting an interlocal agreement. The city might review or consider it at a future time.

COUNCIL MEMBER REPORTS

Deon mentioned the annual Lion's Club fundraising dinner will be held on Thursday, April 11th from 5:30 P.M. to 7:30 P.M. at the Lion's Lodge. The youth council will be helping as they normally arrive around 4:00 P.M. to help setup the chairs and then help to serve the dessert.

Deon expressed disappointment a Lion's Club social for all local Lions Clubs was held and only Hyde Park attended. The event was catered by Jim's Grill.

All of the annual irrigation canal meetings have been held. One big issue is people not allowing the canal company to have access to the canal. There is an easement in place allowing access. Some residents think they own all the way to the canal and can limit access. State law states the canal company has the right to access and maintain the canal.

Irrigation water should be put in the canal within the next month.

All of the irrigation board members are concerned about SB52 which is a bill legislators have put in place requiring irrigation water to be metered.

Jamie mentioned the library has their monthly board meeting on Wednesday, April 17th and he would not be able to attend. The meeting starts at 7:00 P.M. and lasts around 30 to 45 minutes. Mayor Barnes replied he would attend in Jamie's place.

Jamie mentioned the trail committee met on Tuesday, April 9th. Around 20 people attended. Dayton Crites, Cache County Trail Coordinator, was also in attendance. The focus right now is in forming groups for specific projects. Focus areas will be Birch Canyon, irrigation canals, the Bonneville Shoreline Trail and city trails. The groups will start discussions about trailheads and gaining access through parcels outside of the city. A focus will be placed on improving the existing trail system in the city.

The golf course is open but with all of the recent rain and cold weather there has not been much of an opportunity for people to play the course.

The ambassadors were selected and now waiting for city celebrations to start as they will be on the float representing the city. Mayor Barnes mentioned the first parade of the year is Health Days.

Wade mentioned several of the senior center members were in attendance to offer thanks to Greg and Kelley Chambers for their service to the program. Significant time and resources has been spent by the Chambers family in helping supply meals for the senior program.

The youth council is doing their monthly activities until school ends.

Curtis asked the preference of the council in regards to the parade. Mayor Barnes stated he would prefer to walk.

Curtis mentioned he spoke with Richard Varela who oversees Health Days. A vehicle or people are needed to carry the banner for the city council. A truck could be used to haul the candy and the council could walk behind it.

Curtis told Deon he needs an answer on who the Citizen of the Year is so planning can be done. Deon replied he was told the deadline was April 14th. The Lion's Club has narrowed the selection down to four people.

Curtis mentioned Richard needs to know if the Historical Society and Tree Committee need a booth for Health Days. Assignments are being made and booth spaces need to be finalized.

Curtis walked the Chateau Trail and some tree roots have been removed from the asphalt. It appears the area is being prepared for new asphalt.

Curtis asked if this was a city project or private project? Doug Petersen replied this is not a city project.

Deon reminded the council there was a discussion at the last council meeting regarding a bike trail being painted on the roads of the city. During the meeting it was mentioned Smithfield's roads are the same width as Logan's roads. Deon measured two road widths in Logan and they were 53 ½ feet of asphalt and 54 ½ feet of asphalt. In Smithfield at the corner of 600 South 250 East the asphalt is only 41 feet wide. At 400 South 100 East in Smithfield the asphalt is only 31 feet wide.

Deon mentioned 100 East will be the longest road in the city next to the highway once the last remaining undeveloped section owned by the Krusi family on 400 South is completed.

Deon mentioned residents on the west side of town told him once 100 East is completed they will use it exclusively so they can bypass being on the highway.

Brett Daniels mentioned as part of the discussion last year on revenue there was a number that was needed in order to accomplish goals in each department of the city. Only about 50% of the proposed property tax increase was approved. The consensus of the council at that time was to do the increase over a period of two years. Only certain departments received increases last year. Half of the departments in the city did not receive an increase. Some employees with little time at the city received significant raises because wages were adjusted for the entire department. Some departments with employees who have worked for the city over two years received nothing. The entire budget should be reviewed and not just one department selected for an increase. Employee attitudes and morale diminish when half of the departments are taken care of and the other half are not. Wade replied he understood the concerns mentioned and why they were mentioned.

Jamie mentioned there were 70 single family homes and 50 to 60 townhome/apartment units built in the last year. The property tax paid by each parcel owner to the city will decrease if the rate is not at least held the same. There are approximately 450 new residents in the city over the last year.

Mayor Barnes mentioned there are three options: do the full increase as previously discussed, do nothing or hold the same property tax rate as last year. The council could consider doing nothing

this year and then looking at the request next year. The residents will not be happy with any of the options if it results in an increase.

MAYOR'S REPORT

Mayor Barnes mentioned the Veteran's Administration is looking for 6,000 square feet of office space somewhere in Cache Valley. Curtis mentioned there might be options next to the Dollar Store as well as behind Wells Fargo Bank.

Deon mentioned right now they have a van they bring to the job service building in Logan.

Mayor Barnes asked if anyone could attend The Family Place luncheon in his behalf? Curtis stated he would.

Jamie mentioned he was a previous board member and aware of their goals and mission.

Mayor Barnes mentioned the Logan Rotary Club is going to be donate some trees to local cities and the tree committee for the city is involved with this program. The city will end up receiving some trees as part of this program.

Curtis asked if there will be an annual tree planting ceremony during Health Days? Mayor Barnes replied there would be in honor of Arbor Day.

Deon mentioned Millville has been notified by the state there cannot be any more new homes approved until a sewer system is installed. Only 20 more homes will be built before the requirement is in place. This is a mandate from the state.

Mayor Barnes asked if they would connect to the Logan City sewer system? Deon replied they could connect in Providence which ties into the Logan system or go south and work with Hyrum City. Craig replied their system will be brand new. They have to start from scratch since they do not have any type of infrastructure installed.

CLOSED MEETING FOR REASONS ALLOWED BY STATE LAW, INCLUDING, BUT NOT LIMITED TO, THE PROVISIONS OF SECTION 52-4-205 OF THE UTAH OPEN AND PUBLIC MEETINGS ACT, AND FOR ATTORNEY-CLIENT MATTERS THAT ARE PRIVILEGED PURSUANT TO UTAH CODE ANN. 78B-1-137, AS AMENDED.

A closed session was not held.

****Wade made a motion to adjourn at 8:37 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, April 10, 2019**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Mayor Barnes

1. Approval of the city council meeting minutes from March 27, 2019
2. Resident Input
3. Thank you and appreciation discussion with Greg & Kelley Chambers for their continuous and dedicated support of the Senior Citizen Program.
4. Discussion and possible vote on making April 2019 Child Abuse Prevention Month in the city.
5. Discussion with representatives of the Creekside Estates Subdivision, LLC on infrastructure improvements on 800 West.
6. Discussion on a sewage lift station on the west side of town.
7. Discussion and possible vote on Resolution 19-05, a Resolution amending Section VIII "Retirement Policy" in the Smithfield City Personnel Manual.

8. Discussion and possible vote on approving the tentative Fiscal Year 2020 Budget which is the period of July 1, 2019 through June 30, 2020.
9. City Manager Report
10. Council Member Reports
11. Mayor's Report
12. Closed meeting for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. 78B-1-137, as amended

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.