

SMITHFIELD CITY COUNCIL

MAY 13, 2020

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, May 13, 2020. The meeting began at 6:30 P.M. and Mayor Jeffrey H. Barnes was in the chair. The opening remarks were made by Curtis Wall.

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

City Manager Craig Giles, Police Chief Travis Allen, Fire Chief Jay Downs, Rec Center Director Brett Daniels and City Recorder Justin Lewis were also in attendance.

VISITORS: Michelle Anderson, Mary Kay Hunsaker, Kerry Watts, Jennifer Watts, Jeff Jackson, Ryan Grunig, Connor Mantz, Robert Mantz, Joanna Mantz

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM APRIL 22, 2020.

Deon mentioned Dustin Smith needs to be included as a guest/visitor.

A motion to approve the April 22, 2020 city council meeting minutes was made by Wade, seconded by Curtis and the vote was unanimous.

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

RESIDENT INPUT

There were not any comments or questions.

RECOGNITION OF CONNOR MANTZ AND RYAN GRUNIG.

Mayor Barnes mentioned he would like to recognize two residents of the city.

Connor Mantz is a distinguished runner who attended Sky View High School. While at Sky View, Connor became a two-time national champion and four-time All-American.

Connor did a church service mission in Ghana, Africa before continuing his education at Brigham Young University (BYU).

While at BYU, Connor has become a six-time All-American and led BYU to the 2019 National Championship.

Connor will be attending BYU for two more years.

Mayor Barnes mentioned local swimmers Jake Walters and Darwin Anderson will be attending BYU to swim for their team later this year.

Mayor Barnes presented Connor with a Plaque of Appreciation for being a good resident of the city and example to those around him.

Mayor Barnes mentioned Ryan Grunig is the Athletic Director at Sky View.

Ryan is originally from Hyde Park and currently resides in the city.

Mayor Barnes informed the council that Ryan was recently presented with the National Athletic State Award of Merit. This is a very prestigious award.

Mayor Barnes presented Ryan with a Plaque of Appreciation for his service to the community, local students and for being a good example for the city.

CONTINUED DISCUSSION ON THE JUSTICE COURT OF THE CITY.

Mayor Barnes mentioned James Peters had submitted a written response to the questions the council had at the last council meeting.

No other new information was presented or discussed.

PUBLIC HEARING ON THE FISCAL YEAR 2021 BUDGET WHICH IS THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021.

****The public hearing opened at 6:45 P.M.****

Mayor Barnes mentioned the city manager prepares the budget in consultation with the mayor, city council and department heads. The budget is very conservative. There are some unknowns right now of how the COVID-19 virus will affect sales tax revenue.

Mayor Barnes asked what the total budget is for all departments? Craig replied approximately thirteen million.

Mayor Barnes mentioned the budget is easy to follow and nothing is hidden. The budget is very transparent and easy to read line by line and department by department.

****The public hearing was closed at 6:46 P.M.****

Craig mentioned there had not been any changes to the proposed budget since the last council meeting.

Wade asked if there were any projections on sales tax revenue for the last couple of months? Craig replied March revenue was not much different than previous years. The exact number for April won't be known until next month. Initial estimates show the city will have a reduction in revenue.

The biggest revenue decrease for the city will be Class “C” Road Funds. It is expected there will be a big reduction in revenue for this line item.

Jamie asked if revenue at the rec center had taken a big decline? Brett Daniels replied that was correct. Previous to the COVID-19 closure the rec center had exceeded the previous year revenue by approximately \$60,000. Where the rec center has basically been closed for about two months; revenue is about \$40,000 less at this time than at the same time as last year.

Brett mentioned the biggest concern of the rec center is when people can come back, how to get them to come back and when programs can start again.

Jamie asked how long the rec center had been open since the closure? Brett replied about a month, on a limited basis.

Mayor Barnes asked how many people are attending? Brett replied about 30% of normal. The numbers will not increase until youth sports can be held.

Jamie asked when baseball would start? Brett replied adult softball and youth baseball will start on June 1st if the state changes from the orange phase to yellow phase in their recovery plan. Youth sports can restart in the yellow phase but not the current orange phase.

Mayor Barnes asked when the next announcement would be made by Governor Herbert? Craig replied the current order expires on May 15th. It is expected on Thursday, May 14th, Governor Herbert will either leave the state in the orange phase or announce the state is going to the yellow phase.

Curtis asked if the county requested the state take the local area to the yellow phase? Craig replied that is correct. Mayor Barnes mentioned the local health department submitted the request in behalf of cities in the valley.

Jon asked why the health department was involved? Craig replied the request must be submitted by the health department per state rules.

Curtis asked if a change will be made on Thursday or Friday? Craig replied it is expected an announcement will be made on Thursday or Friday. The main difference between the yellow and orange phases is group size will increase from 20 to 50 and team sports would be allowed.

Curtis asked Craig if he had any concerns about any areas of the new budget? Craig replied revenue is a concern. The biggest concern is Class “C” Road Fund revenue. The rec center is a concern as it is unknown when programs will be able to restart.

The golf course has remained open the entire time which was a good decision. The golf course is having a record year so far. The loss from rec center has been offset by gains in the golf course.

They will help to offset each other for the rest of the fiscal year.

At the start of the new budget year, July 1st, all equipment purchases will be put on hold except for the well drilling project.

The intent is to get actual data in July and August and then evaluate in September or October if equipment can be purchased at that time.

Jamie asked when the test well will be drilled? Craig replied the project should start in the next few weeks. If the results are good, bids will be solicited after July 1st for the production well.

Right now the wells of the city are running about 15 hours a day which is abnormal. Normally the wells do not run in May.

Deon asked where the test well will be drilled? Craig replied in the area of the library and youth center. Mayor Barnes stated most likely where the old city office building was located.

Deon asked where the water from the new well will be pumped too? Is the northeast bench still being considered for a future storage tank? Craig replied that is the long term intent. The well project will be completed first. The second project will be the storage tank.

Booster pumps will be used to pump water from the new well to the new storage tank.

The best scenario is putting the well and tank by each other but it is not possible.

Jon asked if an exact location for the storage tank had been determined? Craig replied just a general area in the northeast bench.

Curtis asked if there is any effect on the city where federal and state income taxes are not due until July 15th this year where they are normally due by April 15th? Craig replied there is no impact on the city.

Wade asked if the funds allocated in the current budget would be reallocated elsewhere this fiscal year? Craig replied the funds will not be spent and help to offset the loss at the rec center. It was good to cancel Health Days before the funds were expensed.

CITY MANAGER REPORT

Craig updated the council on the status of some areas of the city.

It is anticipated the skate park and splash pad will open on June 1st.

The skate park is currently not open because of the grass around the skate park. When the skate park was closed because of the virus the staff took the opportunity to work on thickening up the grass in the high use areas. Some areas have been replanted and need another couple of weeks to thicken up.

The restroom at the splash pad will also open on June 1st. Other park restrooms will open the week of May 18th.

Pavilions and playgrounds will be opened the week of May 18th. It will be up to parents to decide if they want to allow their children to use the playgrounds.

No reservations for buildings and pavilions will be taken until the city is changed to the green phase by the state.

The Forrester Acres expansion project is still being worked on. Sod is currently being laid. Trees and bushes are being planted. The trail will be asphalted in the next couple of days. The pickle ball courts will be coated next week. A grand opening and ribbon cutting ceremony will be held on Monday, June 1st at 5:00 P.M.

Deon asked if anyone had an update on Blue Sox baseball games? Brett Daniels replied right now games are tentatively scheduled for May 23rd and May 30th. The games cannot be played until the state goes to the yellow phase. If the Lion's Club opens the concession stand they will need to abide by policies and guidelines set by the state.

Deon mentioned he is the new Lion's Club President and will pass along the information to the appropriate person in the club.

Jamie asked why Providence is allowing baseball games in the orange phase? Brett replied the city is trying to abide by all of the guidelines set forth by the state and in the orange phase team activities are not allowed. Once the yellow phase is reached team activities are allowed.

Curtis suggested sending out information about what the city is doing and when the city is doing it in regards to the opening of city facilities.

Curtis mentioned he is contacted daily about when the playgrounds will be open.

Curtis has been telling residents the city is abiding by state guidelines and will continue to do so.

Craig mentioned the city has not been able to provide exact dates of when areas might open because the state is changing their order and directive about every two weeks.

Jon asked if the Logan City skate park is open? Curtis replied it is and it is the only recreation area in Logan which is open other than the new bike track.

Brett mentioned he would like to open the skate park in two weeks after the grass is better established.

Deon mentioned he saw someone on a bicycle using the skate park even though it is fenced off. Craig replied there have been many people trespassing and using the facility.

Wade asked what the plan is to reopen the library? Craig replied once the phase is changed to yellow it is planned to go back to regular business hours. People in the building will still be limited and curbside pickup will still be offered. The hope is to go back to regular hours by June 1st.

COUNCIL MEMBER REPORTS

Curtis asked when the sport fields will open as right now they have signs on them saying they are under maintenance? Mayor Barnes replied the purpose of the signs is to keep teams off until the state goes to the yellow phase.

Mayor Barnes mentioned the parks are open for people to walk through them but they are not open for sporting/team events.

Jamie mentioned the golf course is doing well. Right now revenue is up about \$35,000 over the same time last year. The main increases are from green fees and golf cart rentals. Tournaments have been selling out and people are having to park in the overflow parking lot.

The trail committee will start up again soon with a focus on a Trail of the Month which will be advertised.

Deon mentioned the Lion's Club is working with the American Red Cross on a Blood Drive on Friday, May 22nd from 1:00 P.M. to 7:00 P.M. at the Lion's Lodge.

The Lion's Club is going to discuss a Citizen of the Year award even though Health Days was not held this year.

Deon informed the council that Cathy Brooksby contacted him asking what is going to happen with the Ambassador Program this year where most city events are cancelled through July 4th. Nothing has been held this year in regards to the program.

Mayor Barnes mentioned the ambassadors do more than ride on the city float.

Mayor Barnes asked what other cities are doing in this regard? Justin replied he was informed by a couple of other cities they are not doing anything in this regard and have cancelled what they do for 2020 and will resume in 2021.

Mayor Barnes informed the council he would contact Cathy to discuss the program for the rest of this year.

Jon mentioned the planning commission did not hold a meeting in April because of the COVID-19 restrictions.

The May planning commission agenda is quite long. The commission will continue to review the proposed MPC (Master Planned Community) ordinance and will review the animal ordinance later in the year.

The building stabilization project has started on the American Legion/Douglass Mercantile building.

Three contractors were contacted for a bid and only one responded.

The contractor did some investigative work and determined the front wall of the building is in very rough shape. The area is really deteriorated. A brick mason has been contacted to obtain a bid on the repairs.

A small dumpster has been brought in so the cleanout process can start in the building. Jeff Gittins is working to get members of the historical society there to start cleaning out the building.

Wade mentioned the library board has not met recently but will be meeting on May 20th for their next monthly board meeting.

Wade asked Chief Downs to give an update on the fire department.

Chief Downs mentioned right now the advertising period is happening on the request for an ambulance license. If all goes well the license will be approved by Wednesday, May 20th. So far the state has said they are not aware of any issues with the license request.

Once an ambulance license is received the department can apply for grant funding.

The county has received a rough draft copy of the study they commissioned on fire and EMS service for the valley. The study will be reviewed on Friday, May 15th. The study will be reviewed to make sure all of the information is accurate before it is finalized and presented to the public for review.

The wildland fire team will go on the board on Monday, June 1st.

The names were recorded on the canyon cleanup on Saturday, May 9th. Those volunteer hours can be used as part of the wildland fire mitigation program the city is involved with.

Jon asked how fireworks stands are approved. Chief Downs replied they request a business license from the city. At that point the fire department visits with the vendor to make sure they are in compliance before the license is issued. Typically requests for fireworks licenses start in June of each year.

Wade mentioned where he works they had to call the fire department. Representatives from Cache County, Smithfield and Lewiston all showed up on the scene. There was a possible COVID-19 issue and everyone was professional in how they dealt with and resolved the situation.

MAYOR'S REPORT

Mayor Barnes mentioned the city was contacted about sending out a questionnaire on fire and EMS service in the city. After Chief Downs, the mayor and Craig reviewed the study they determined it was not appropriate to send out to the residents. The questions were poorly worded. Smithfield was even spelled incorrectly and listed as "Smithville". Some other local cities felt the same way and did not send out the study either.

One response was received to be a member of the Tree Committee of the city. More members are still needed.

Mayor Barnes mentioned Glen Jay Thornley emailed the council and himself with some questions, comments and concerns. Mayor Barnes informed the council he would personally meet with Glen to discuss the items listed in the email.

Mayor Barnes informed the council there are about 20 to 30 graves in the cemetery which have bushes or trees growing by the headstone or in the cup holder on the headstone. This is not allowed per the rules of the cemetery. The families of the deceased will be sent letters notifying them the trees and bushes need to be removed by a specific date. If the trees or bushes are not removed the city staff will remove them at that time. Most people do not know this is not allowed so they will be contacted with a letter informing them of the rules and asking them to come into compliance.

Preparation of the cemetery grounds for Memorial Day weekend has started and will continue through the week of May 18th.

TEMPORARY RECESS FOR RDA BOARD MEETING

The city council meeting was temporarily adjourned at 7:23 P.M.

The city council meeting was reconvened at 8:05 P.M.

EXECUTIVE SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL. UTAH CODE ANNOTATED 52-4-205 (1) (A).

A motion to close the regular council meeting and open the executive session was made by Wade, seconded by Jamie and the vote was unanimous.

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

No Vote: None

The Executive Session opened at 8:05 P.M.

Those in attendance: Mayor Barnes, Curtis Wall, Jamie Anderson, Deon Hunsaker, Jon Wells, Wade Campbell, Travis Allen, Craig Giles and Justin Lewis

A motion to close the executive session and reopen the regular council meeting was made by Jamie, seconded by Curtis and the vote was unanimous.

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

No Vote: None

The Executive Session closed at 8:42 P.M.

****Jamie made a motion to adjourn at 8:42 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, May 13, 2020**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Curtis Wall

1. Approval of the city council meeting minutes from April 22, 2020.
 2. Resident Input
 3. Continued discussion on the justice court of the city.
 4. Public Hearing on the Fiscal Year 2021 Budget which is the period of July 1, 2020 through June 30, 2021.
 5. City Manager Report
 6. Council Member Reports
 7. Mayor's Report
- ***Temporary recess for RDA Board Meeting.***
8. Executive session 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) 792-7990, at least three (3) days before the date of the meeting.