

**SMITHFIELD CITY COUNCIL**

**JULY 31, 2019**

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, July 31, 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.

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

**VISITORS:** Deanna Fry, Susan E. Patterson, Michelle Anderson, Susan Barrus, Theresa Forrester, David Forrester, Jackie Hancock, Wade Lindley

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM JUNE 26, 2019.**

\*\*\*A motion to approve the city council meeting minutes from June 26, 2019 was made by Curtis seconded by Wade and the vote was unanimous.\*\*\*

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

**INTRODUCTION OF CITY PLANNER SHARI PHIPPEN.**

Curtis introduced new City Planner Shari Phippen. Shari resides in the city. Shari attended her first planning commission meeting in July as a staff member.

Shari mentioned she is in the process of updating, modifying and changing some applications the city uses. Some of the proposed changes will go before the planning commission for approval. Other changes are administrative and will be incorporated into the processes of the city. Long term more applications will be able to be completed online.

Craig mentioned Shari was able to take one current application which was 18 pages and reduce it to two pages. All of the necessary information is still collected and a lot of non-essential information was removed.

Shari mentioned she is working with her previous employer, iWorq, to have zoning clearances, annexations and all subdivision information available and stored online.

**RESIDENT INPUT**

SUSAN BARRUS: I think this is the best show (Children's Youth Theatre Performance during Health Days) we have had. I am amazed that no matter what happens during rehearsal we always have an amazing experience. The kids always have a good time. There were about 165 kids in the show. There were many adult volunteers as well. We did have some hurdles this year. There are a lot of people wanting to use the same venue so there were some scheduling issues. We had to juggle our schedule. I want to meet with the staff at Sky View High School and see if there is a way the main kids in the show don't have to have school commitments during the week of the show. I am not ready to be done and retire but I need to do less. A couple of people did more this year and they are good help. They are not just volunteers but leaders who can oversee the program. Our amazing board does a great job. Lots of time is donated. We are passionate about helping the kids. The program is very successful. It was well attended both nights. I want it to be good every year. We received \$1,500 in RAPZ tax funding for next year's show. I will ask for a larger amount in the future. The school cost twice as much to rent this year. The sound crew was \$500 more than expected. We spent over an extra \$1,000 this year. This is the first time we have gone over budget in about 15 years. Some of the bills did not come directly to us so we got off on our calculations. We will monitor better in the future. We are trying to not use all the space at the Civic Center as well. We are trying to put our stuff away as best as possible. I am not aware of any complaints about what we are doing.

MAYOR: There was some cleaning and putting away of items at the Civic Center by the city staff. I am your number one fan. The show this year was fantastic. I am amazed watching how well those young men and women do after only practicing for two weeks. I will miss Elijah Larsen. He is an amazing performer.

SUSAN: He worked well with the entire cast and was a mentor to the younger children.

MAYOR: How many years have you been involved?

SUSAN: Either 11 or 12. I have lost count.

MAYOR: Tonight we want to recognize you for your years of dedicated service to the city. I would like to present you with this plaque.

SUSAN: It is not just me, it is a community effort.

MAYOR: It is very special to see so many young children involved.

**DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION PETITION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY VHD, LLC FOR PARCEL NUMBER 08-119-002 AND DIRECT THE PUBLICATION OF SUCH PETITION IN THE HERALD JOURNAL ON AUGUST 3<sup>RD</sup>, 10<sup>TH</sup> AND 17<sup>TH</sup>. THE PARCEL IS LOCATED AT 325 EAST 800 SOUTH. THE PARCEL IS APPROXIMATELY 10.36 ACRES.**

Justin informed the council this is the next step in the annexation process. There were not any comments or questions from the county or school district.

The request would start to be advertised on Saturday, August 3<sup>rd</sup> and the public hearing and vote of the city council would happen on Wednesday, August 28<sup>th</sup>.

Curtis asked if the school district ever responds? Justin replied typically not in Cache Valley if away from Logan City. Typically a school district does not respond unless there are two school districts close to a specific annexation request and they need to determine which school district the parcel will go in.

\*\*\*A motion to accept the Certification of Annexation Petition for Parcel Number 08-119-002 was made by Jamie, seconded by Wade and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Anderson, Campbell, Wall

No Vote: None

Absent: Caley

**DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION PETITION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY DAVID & MERILEE OLSON FOR PARCEL NUMBERS 08-043-0009, 08-043-0042 AND 08-043-0043 AND DIRECT THE PUBLICATION OF SUCH PETITION IN THE HERALD JOURNAL ON AUGUST 3<sup>RD</sup>, 10<sup>TH</sup> AND 17<sup>TH</sup>. THE PARCELS ARE LOCATED AT 560 NORTH 400 WEST. THE PARCELS TOTAL APPROXIMATELY 4.52 ACRES.**

Justin informed the council this is the next step in the annexation process. The county submitted a letter to the city and the Olson's letting them know it appeared they had created an illegal subdivision when they split their parcel from one parcel into three parcels.

When the Olson's disconnected the parcel from the city it was one parcel. While in the county the Olson's have split the parcel into three parcels. One parcel for the existing home. A new parcel for a new home to be built on. A third parcel which is the roadway and nothing can be built on.

Wade asked why the process should continue if there are known problems with the request? Justin replied the county has a concern the parcel was illegally subdivided. It is up to the city council to determine if they feel the same way. The council will have to make a decision of how they want to handle the three lots if they choose to annex them into the city. If the parcels are not annexed into the city then it will be up to the Olson's and the county to resolve the issue where it is not in the city.

Jamie asked how the land was illegally subdivided? Justin replied the Cache County Recorder's Office, which is overseen by Mike Glead, will record what people take into his office. Mike will record the request whether or not it meets county or city guidelines and requirements on subdivisions. Mike did not do anything wrong. It is a flaw in the system where people can do things such as this without official county or city approval.

Wade asked if Dave and Merilee Olson are aware of the illegal subdivision? Justin replied the city and Olson's were mailed a copy of the letter. The Olson's are requesting the three lots be annexed into the city as currently laid out on the survey.

Mayor Barnes mentioned the lots would be restricted if they are annexed into the city. The illegal subdivision issue would have to be dealt with. Before a new home could be built all infrastructure including curb, gutter, sidewalk, road improvements and water and sewer would have to be installed.

Mayor Barnes stated he informed the Olson's all of the requirements would be mandatory for a new home to be built on their parcel.

Wade asked why the parcel was disconnected and now the Olson's want it to be annexed back in? Mayor Barnes replied he suspected it was a money issue dealing with the required improvements.

\*\*\*A motion to accept the Certification of Annexation for Parcel Numbers 08-043-0009, 08-043-0042 and 08-043-0043 was made by Jamie, seconded by Curtis and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Anderson, Campbell, Wall

No Vote: None

Absent: Caley

Curtis asked when the utilities to the existing home have to be taken off of the city system if the annexation request is not granted? Justin replied September 30<sup>th</sup>.

<b>DISCUSSION, UPDATE AND POSSIBLE APPROVAL OF ADDITIONAL FUNDING FOR THE FORRESTER ACRES EXPANSION PROJECT.</b>
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Craig informed the council the original engineering estimate on the project was from two years ago and was in the amount of \$789,714.

The staff was worried the bids would be exceedingly higher based on the current economy and how busy contractors are right now.

The lowest bid was submitted by Raymond Construction in the amount of \$958,158.

The amount of funds available for the project are \$804,960 which leaves a shortfall of \$153,198.

If lighting for the project is installed as part of the project that would add an additional cost of \$90,000 and the shortfall would be \$243,198.

The annual RAPZ tax population assessment is available to be used on this project in the amount of approximately \$20,000.

All park impact fees on hand would be utilized for this project.

Approximately \$223,198 is what is needed to complete this project.

Craig asked the council to allow the use of future park impact fees collected on this project until the project is paid off.

Craig mentioned he expected it would take two to three years, based on the current economy, to pay the project off. If the economy slows it will take longer.

Curtis asked if a new restroom facility was included in this project? Craig replied there is not. Phase 2 would include a restroom between this project and the baseball field to the east. Water and sewer lines have already been stubbed into place for a future restroom facility.

Mayor Barnes asked when the contractor would like to start the project? Craig replied within two weeks if the council approves the project.

Mayor Barnes asked if one contractor was doing the entire project? Craig replied that is correct with the exception of the pickle ball courts. Raymond Construction would hire a specialty contractor to install the pickle ball courts.

Mayor Barnes asked the timeline for the project? Craig replied most of it will be completed this year. Installation of the pickle ball courts could be the longest portion of the project as the contractor is booked out for several months.

Jamie asked if the parks impact fee cash account will be taken to zero with the completion of this project? Craig replied that is correct.

Jamie stated his concern was the city requested land for a park in the northeast area of the city. If all of the funds in the park impact fee fund are used on this project then that project will not be able to start anytime soon. People want parks by where they live.

Wade asked for clarification on the lighting portion of the project. Craig replied the current bid includes installing all of the infrastructure for the lights but not the actual lights and light poles.

Jamie asked how late the lights will stay on at night? Brett Daniels replied there are several options. A timer can be installed. An app on a smart phone can be utilized like is used for the Blue Sox Field. Or the lights could be programmed to come on at dusk and turn off at 10:00 P.M.

Mayor Barnes asked where there are local pickle ball courts? Wade replied in Logan and Brigham.

Curtis mentioned Brigham City has 17 pickle ball courts and they are lighted.

Logan City has six pickle ball courts by Bridger Elementary and they are not lighted.

Brett mentioned the rec center utilized six courts in the multi-purpose room at the rec center this year and there was good participation in the program.

Mayor Barnes asked how many people will use the pickle ball courts at night? Curtis replied in Brigham City the lights are on each night as there are leagues and tournaments held there.

Mayor Barnes asked if Smithfield will have some leagues? Brett replied he would like to try and have one.

Wade asked if the wiring and infrastructure work would be done whether or not the lights are installed? Craig replied that is correct.

Jamie asked what is being purchased at the cost of \$90,000? Craig replied the light poles, light fixtures and the lighting control system.

Curtis asked when the pickle ball courts will be open? Brett replied it will be based on the weather. Most likely from April through October.

Curtis asked how many parking stalls will be in the new parking lot? Craig replied approximately 52.

Curtis asked if the lights could be installed later as part of a different phase in the project? Curtis mentioned in the summer it is light until 9:30 P.M. and he did not want to see all of the funds from the park impact fee fund spent on this project.

Curtis mentioned he supports getting the pickle ball courts installed as people are constantly asking when the city will have some.

Wade asked if the lights are not installed now what will be additional costs in the future which would not be spent now? Craig replied the labor for the installation of the fixtures and poles.

Deon suggested applying for RAPZ tax funds to pay for the lights in the future.

Deon wanted to make sure there are funds available for a new park in the northeast portion of town when the time comes. Curtis mentioned that park is not a regular park as it is on a steep slope. Craig replied the area the council talked about putting the park is in a ravine type area. Curtis mentioned that park will be more of a walking or bicycle park not a regular park. Jamie mentioned he received several requests for a bicycle park in that part of town. Curtis mentioned the slope of the land will prevent grass and a flat area for a regular park. Mayor Barnes replied he wants the park to be multi-use and have playground equipment installed as well.

Curtis asked if there will be a park in the southeast area of the city? Jamie replied there will be long term but it would require several different parcels to be annexed into the city before it could be considered.

Curtis asked Brett his thoughts on delaying the installation of the lights for at least one year? Brett replied he would support whatever decision the council makes.

Brett mentioned he felt it is more important to have a new restroom facility in the area than the lights at this time.

Curtis asked the cost to install a new restroom facility? Brett replied it depends on the size. The restroom facility at Central Park cost approximately \$115,000. The new restroom facility at Forrester Acres would not need to be as big so it would cost less.

Mayor Barnes mentioned he felt the lights should be installed as part of this project.

Mayor Barnes suggested applying for RAPZ tax funds in 2020 for a new restroom facility. The park in the northeast portion of town will not happen for many years as there is not any talk of development in that area at this time.

Jamie stated he would support installing the lights now where funds from the general fund are not being used. Funds for the project are being collected from growth as park impact fees are collected on all new homes. These funds would be used to pay for the project.

Mayor Barnes asked if park impact fees were used to pay for the purchase of the land for this project? Craig replied that is correct.

Jamie asked when the parcel was purchased? Craig replied in 2015. The purchase was paid off in about two year's time.

Jamie asked if right now there are \$266,000 available in impact fee funds? Craig replied that is correct.

\*\*\*A motion to accept the bid application from Raymond Construction for \$958,158 and include an additional \$90,000 for light fixtures, poles and the electrical control system for a total project cost of \$1,048,158 was made by Curtis, seconded by Wade and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Anderson, Campbell, Wall

No Vote: None

Absent: Caley

Jamie asked Brett if he would submit a RAPZ tax application next year for a new restroom facility? Brett stated he would with permission of the council.

Brett stated his number one concern in the parks of the city is having a restroom facility in this area once the pickle ball courts and sports field are complete.

Jamie asked Brett if he would prefer to have lights for the complex or a restroom first? Brett replied a restroom facility but he felt it was appropriate to do the lights now where the project is under construction and funds will be saved long term.

Mayor Barnes asked how the RAPZ tax application would be submitted? Brett replied it would be shown as the next phase of the continuous expansion of Forrester Acres.

**DISCUSSION AND POSSIBLE VOTE ON CHANGES TO THE PERSONNEL MANUAL.**

Mayor Barnes explained the main proposed changes are in regards to training for city employees. The city wants the employees to stay working for the city after they are trained. City employees would be required to stay for three years after they are trained.

Craig explained right now there are eight employees going through paramedic school. The cost is approximately \$8,000 to \$10,000 per employee.

The police and public works department also have many trained employees with certifications.

Each certification typically costs several thousand dollars.

The city is running into issues with employees getting trained and then immediately taking a higher paying job with another city.

Legal counsel for Logan City drafted an agreement between the city and its employees in this regard. Smithfield City has used that agreement as a basis for the proposed verbiage for the employee personnel manual of the city. This arrangement is an agreement not a contract. A contract is not allowed.

Jamie asked if the amount the employee pays is prorated based on how long they have been working for the city since the training was paid? Craig stated that is correct. An agreement will be signed by the city and the employee and put in place once the training is complete.

Mayor Barnes asked if this will affect all employees? Craig replied it is for certain certifications and trainings.

Mayor Barnes asked if this new rule applies to previous trainings or certifications? Craig replied it only applies to the future not the past.

Jamie asked if three years is fair? Craig replied he felt it is as most other cities are three to five years. Lower end certifications will cost at least \$1,200 each. One year is not long enough for the city to recoup its investment.

Mayor Barnes asked Chief Downs if he supported the proposed changes? Chief Downs replied he supports the changes as listed. Having a newly trained employee leave is a budget killer and hurts the department.

Deon asked Chief Downs if all the fire department employees are city employees? Chief Downs replied they are. CCEMS (Cache County Emergency Medical Services) pays for a portion of the wages of certain employees of the fire department. All employees in the department are city employees.

Deon asked what happens if an employee retires before the end of three years? Craig replied the agreement would still be enforced.

\*\*\*A motion to approve changes to the Smithfield City Employee Personnel Manual was made by Jamie, seconded by Wade and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Anderson, Campbell, Wall

No Vote: None

Absent: Caley

<b>DISCUSSION ON THE EXPLORATION OF MERGING THE SMITHFIELD CITY POLICE DEPARTMENT AND THE NORTH PARK POLICE COMMISSION.</b>
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Mayor Barnes mentioned this discussion is only to determine if the city council wants to consider having a discussion on whether the Smithfield City Police Department should consider merging with the North Park Police Commission. Nothing formal is being voted on or considered.

Jamie mentioned he had only talked to one police officer so far but the police officer supported the two departments merging.

Jamie stated the issue should be explored so the council knows the impact to the taxpayers in each city.

Wade mentioned he talked to officers from both departments and they feel there is potential for the departments to merge. The concern was if politics will get in the way of allowing it to happen.

Wade said he would consider a merger if the city did not pay any additional funds per year and the service offered would be better.

Jamie mentioned he felt the city with the most calls for service should pay the most. North Logan has a big commercial district. The finances need to be specifically reviewed to determine what is fair for each city to pay. Wade replied North Logan's goal is to save money.

Curtis asked for clarification on how a police commission works and if it would stay in place if the two departments are merged. Chief Allen responded that is one of the main items which needs to be discussed between the three cities.

North Logan and Hyde Park both agree the existing commission needs to be revamped and streamlined.

The city councils of the three cities would have to decide if they want a commission or something else.

Right now the police commission oversees the police chief and the budget for the commission.

Curtis mentioned he would need to see major changes on how the commission operates before he would consider supporting the merging of the two departments. Chief Allen replied the North Logan City council is aware of the need for change and updates to the bylaws of the commission.

Curtis asked if there was an option to work with Hyde Park only and have a contract with them for police protection services? Chief Allen replied he did not think that was an option as Hyde Park is part of the existing police commission.

Jamie mentioned the new police chief for the commission resigned after less than six months on the job. Why are the two cities wanting to consider a merger now when they did not consider a merger six months ago? Chief Allen replied the North Logan City council is more dedicated to having a police department than in the past. They previously considered closing the department and working with the Cache County Sheriff's Office. The residents let the council know they want a local police department.

This is the time to merge the departments, if it is going to happen, while they do not have a chief. They do not want to hire a chief if the departments are going to merge.

Mayor Barnes mentioned he was in a meeting with Chief Simmons, former North Park Police Chief, and he supports merging the two departments.

Jamie mentioned finances will be a big factor to review and consider for all three cities. Chief Allen mentioned a cost sharing formula based on calls of service will take significant time and discussion to come up with something fair for the three cities. If the formula is not advantageous to the city then the city can keep doing what it is currently doing.

Jamie felt the city is currently in a good position with the police department. The department has an excellent chief and is operating properly at this time.

Chief Allen mentioned right now the North Park Police Commission is operating with an interim chief, who is an existing member of their department, until decisions can be made between the three cities.

Jamie asked for a proposed timeline of how things might happen? Chief Allen stated North Logan does not want to have an interim chief any longer than they have too. Both departments are operating from a budget which was recently adopted. North Logan is hopeful, if the departments are going to be merged, it can be agreed upon in the next three to six months.

Craig mentioned the numbers need to be closely scrutinized based on calls of service, population and other factors. Facilities will be a big consideration. Will the leadership be in Smithfield? Who owns the building if a commission is created? Curtis mentioned North Logan is considering remodeling their police department facility. Chief Allen mentioned the Smithfield police station is more desirable based on size and the ability to expand. The Smithfield City building could be the hub for the three cities. What happens with the North Logan Police Department building will be up to them. Mayor Barnes mentioned it could be used as a substation. Chief Allen agreed. There will need to be a place in Smithfield and North Logan for the officers to go to.

Mayor Barnes asked if all of the officers would report to one main building? Chief Allen stated that is correct. Where the chief is stationed is where the employees would report too.

Right now Smithfield has 11 full-time employees. The North Park Police Commission has 13 full-time employees. Three rotating shifts would be created. More leadership would be on each shift. Random and coverage shifts would go away. More officers would be available for each call. Upward mobility, promotion and the ability to specialize in a certain area would be possible. Employees should be able to be kept longer and more candidates should apply for a larger force.

Logistics needs to be closely reviewed.

The assets and associated value of each asset will need to be closely considered.

Jamie stated he felt a merger should be considered so the city could determine what is best for the city. The current department or a three-city department.

Curtis asked Chief Allen if North Logan would consider going with the Cache County Sheriff's Office if they did not join forces with Smithfield? Chief Allen responded he did not think so as the residents, through several public meetings, told the council they want to have a local police department and not contract with the county.

Curtis stated he would support a more efficient police department, if that is possible.

Curtis would not support a merger if the city has to spend more money.

Curtis cautioned the council to take as long as is needed to review the merger as there is no reason to speed things along too fast.

Mayor Barnes mentioned all three city councils would have to approve for a merger to happen.

Curtis stated he is not interested in a merger if a commission is still in place.

Chief Downs mentioned in his work with other local fire departments and the county the key to a possible merger is the contract. The contract must spell out all the details and costs.

Curtis asked if all of the job openings in the police department have been filled? Chief Allen stated that is correct.

Wade said he had concerns about a possible merger but information should be gathered for the council to review and consider.

Deon stated Smithfield talked to North Logan when the police department was being created about combining forces and North Logan did not have an interest at that time. North Logan felt there was no benefit in combining back then.

Deon stated his main concern is financial related. The big commercial areas in North Logan will have the majority of the calls of service.

Deon stated he supported gathering more information for the council to consider.

Mayor Barnes asked if Hyde Park and North Logan border each other or if there is county land in between? Curtis replied they touch each other but it is not a defined edge like one specific road. The boundary is jagged and not continuous.

The consensus of the city council was to have Chief Allen, Craig and Mayor Barnes gather more information for the council to consider regarding the merging of the two police departments.

Mayor Barnes mentioned Chief Allen is a good chief. Chief Allen does a great job with the Smithfield police department and would do a great job if the two departments merged.

**\*\*\*TEMPORARY ADJOURNMENT TO RDA MEETING.\*\*\***

\*\*\*The city council meeting was temporarily adjourned at 7:48 P.M.\*\*\*

\*\*\*The city council meeting was reconvened at 8:15 P.M.\*\*\*

Council Member Wade Campbell left the council meeting.

**CITY MANAGER REPORT**

Craig informed the council he checked with the insurance provider of the city. There would not be any issues or increases in cost to store the rifles owned by the American Legion in a city owned building.

Craig mentioned the award Nibley City received for how they present their budget is done through the Government Finance Office Association. The application fee is \$645. Extensive time and effort will be required by the city staff if the council wants to submit an application.

Out of the 253 entities in the state only 13 applied in the past. The award is a pat on the back no more; no less.

The city the president of the association works for does not even apply for the award.

Jamie felt the city should do what it can to present the budget in the easiest and most understandable way possible.

Jamie did not support spending funds to apply for the award.

Craig mentioned the staff tries to keep the budget as simple as possible but will work on ways in the future to present it in a different way which might be easier to understand such as with graphs or charts.

Last year a capital improvement plan was created at the same time as the budget. Presenting the capital improvement plan backfired as residents thought all of the projects in the plan were budgeted for in the new budget.

Craig informed the council the court audit is still ongoing as more requests have been made by the auditors.

Craig asked the council to consider doing a study for putting a streets and public safety impact fee in place.

A public safety impact fee would be quite restrictive. The funds could not be used for ongoing operations but to pay for new buildings and equipment such as a ladder truck for the fire department. A study would show what the city is allowed to charge if the council wants to adopt the fee. By charging the new impact fee it would have growth pay for new items needed in the city because of growth.

Jamie stated he would support an impact fee study.

Jamie asked if additional impact fees would deter development in the future? Craig replied that is a concern but right now the fees charged by the city are lower than most other cities in the valley.

There will be a new sewer impact fee charged in the future. When the new Logan City sewer system goes online they will start charging a sewer treatment impact fee which will be paid by the residents of Logan City and the six outlying communities who utilize the system.

An impact fee study would cost approximately \$5,000.

Curtis asked who would conduct the impact fee study? Craig replied either Emily Sim of Public Sector Economics or Zions Bank.

The consensus of the council was to have an impact fee study completed for the council to review.

## **COUNCIL MEMBER REPORTS**

Jamie asked how the public hearing is going to be held for the proposed property tax increase? Is a presentation going to be made? Is the council just going to let people talk?

Justin mentioned the August 14<sup>th</sup> city council meeting will be the public hearing and vote on the proposed property tax increase only. No other items will be discussed that night. The August 28<sup>th</sup> council meeting will be a regular city council meeting.

Curtis suggested making anyone who wants to comment come to the podium. Everyone needs to state their name and where they live in the city.

Jamie suggested having a signup sheet so the mayor can call them up one at a time.

Mayor Barnes asked how long each person should be given? Jamie replied last year each person was given up to three minutes. Mayor Barnes felt two minutes was enough time.

Curtis mentioned last year some residents wanted the council to respond to their questions.

Curtis suggested informing the residents the public hearing is for residents to provide input. The public hearing is not a debate or question and answer period.

Curtis stated public hearings are for people to give input not get answers and it makes them mad when they don't get answers.

Jamie stated some rules for the public hearing should be read at the start of the hearing. Comments should be short and concise. The public hearing is not a debate.

Mayor Barnes asked Justin to prepare a list of rules for the public hearing which he could read and inform everyone in attendance of how the meeting would be held.

Craig asked the council if they felt the presentation from last year was beneficial? Curtis mentioned a few people listened and learned. Many people who attended were mad and it did not matter what was said or proposed.

Curtis mentioned something needs to be said in regards to why the increase is being proposed.

Mayor Barnes mentioned most of the comments will be the increase is 29% compared to the other entities on the list who are increasing around 3%. Jamie replied each city is different and cities cannot be compared as their needs are different.

Jamie mentioned if the rate is not adjusted he would pay \$59 less this year to Smithfield City than he did last year. If the proposed rate is adopted, Jamie would pay \$14 more this year than he paid last year.

Jamie mentioned the council was criticized for not having the hearing in another venue to accommodate more people. Mayor Barnes stated he was not in favor of moving the hearing to another location. Justin mentioned at this point the hearing cannot be moved because it has been advertised in many places that it will be at the city office building on Wednesday, August 14<sup>th</sup> at 7:00 P.M.

Chief Downs mentioned a signup sheet could be used so people could be called up in the order they signup. Mayor Barnes thought that was a good idea.

Mayor Barnes mentioned residents need to be informed about current and future needs of the city.

Mayor Barnes also mentioned the council decided last year rather than to implement the entire proposed increase all at once to do it over two years and this would be the second year and second increase.

Jamie mentioned a significant portion of the increase would be to supplement wages in the fire department as well as other departments. Justin mentioned the fire department, library, golf course and city office staff were not increased last year when other departments were. Craig mentioned if the increase is adopted some of the funding will go for infrastructure projects such as redoing the roads in the cemetery.

Jamie mentioned he will not do what happened last year again where half of the city received raises and the other half did not.

Mayor Barnes mentioned he supported the proposed increase this year but would not support future increases while he is in office other than holding the rate constant.

Jamie mentioned he supported holding the property tax rate the same in future years as well. Curtis concurred. Justin mentioned Richmond, Lewiston and some other local cities hold the rate on a regular basis so that growth can help pay its way.

Mayor Barnes asked for clarification on what happens if the rate is held the same each year. Deon stated if the rate is the same from year to year and the value of the parcel stays the same then the same amount of tax is paid. Parcels typically have their value assessed every five years.

Jamie mentioned he felt it would be appropriate to have a signup sheet for those who want to speak during the meeting.

Jamie suggested reading some rules for the public hearing before it is opened.

Mayor Barnes felt it would be appropriate to have a short explanation about why the increase is being considered before the public hearing is opened.

Jamie mentioned he wants to reiterate to the residents the council decided to implement the increase over a period of two years and this is the second year.

Mayor Barnes mentioned he would have a prepared statement he would read before the public hearing is opened.

Jamie mentioned he was extremely disappointed in the number of residents who signed up to run for city council this year. There were four applications for three open seats. Hundreds of residents complained last year about the poor job the city council is doing by raising property taxes and utility rates but yet only four signed up to run for city council.

Curtis mentioned the sidewalk project on 300 South is being worked on. The excavation work has been completed. The school would like to hold a ribbon cutting ceremony when the project is complete. Craig mentioned the project is ready and waiting for the contractor to pour the cement.

Mayor Barnes asked if J Rock Concrete is doing the work? Craig stated that is correct.

Mayor Barnes mentioned the project should be completed before school starts. Craig mentioned once the contractor arrives the project will be completed quickly.

Curtis asked if Hyde Park City is looking at doing something else with their sewer water other than sending to the Logan City system? Craig replied he was not aware of any changes and it would be impossible to make a change without first installing a treatment facility.

Curtis asked if the blue recycling bins are still at Forrester Acres? Craig replied they are.

Curtis mentioned he heard the recycling bins are being removed? Craig replied many recycling bins in the valley are being removed as it is no longer cost effective to recycle cardboard. Logan City will decide long term if all recycling bins are removed.

Mayor Barnes asked if the city still has the green waste dumpsters at Forrester Acres? Craig replied they are.

Craig mentioned since the video cameras have been installed people have been better in complying with the rules. The issue is with the cardboard recycle bins. People are putting garbage in them.

Curtis mentioned a littering citation costs \$258.

Jamie mentioned the golf course is very busy with golf tournaments and tryouts for the high school teams.

All of the new golf carts, 30 total, have arrived and are in service.

The last trails meeting had about a half dozen people in attendance and they all offered excellent ideas. Moving forward the trails committee is going to focus on "The Trail of the Month" and it will be broadcast via email and on social media to the residents.

Jamie mentioned he was informed by some residents asphalt on Sunset Trail is buckling from tree roots. There is also a settling issue by the irrigation canal on 300 South.

Jamie read the following email from Julie Godderidge:

"Mr. Anderson,

My issue is not with the canal trail between 300 and 600 South. My issue however, is with your city trail map and plans for future trails. It appears you have a "future park" planned right where my existing horse pasture, home, and barn is located. It also appears you have plans to extend the canal south beyond 600 South at some point as well which would also be on our property. For your information, this will not be an option as long as we own/reside on this property, and we have no desire to annex our property which is currently in Cache County.

Therefore, I feel you are misleading residents of Smithfield by posting this planned map on your website and I also feel you are blatantly disregarding the rights of property owners by not even discussing your future plans regarding our property before posting it. If you want a future park somewhere in this area, I would suggest you make that a requirement for the Subdivisions you have approved or plan to approve in this area to make a portion of their property available for a city park as part of their planned development.

Thank-you for providing a forum to express my concerns.

Julie Godderidge”

Jamie informed the council he responded to Julie’s email and informed her the city has a goal of having a park in the southeast part of the city long term but a location has not been determined. The trails map includes bubbles showing areas of the city where a park could go in the future.

Jamie asked if the map could be amended to show the park in another area other than the Godderidge parcel? Craig mentioned an official process what have to be completed to amend any of the documents. Jamie stated he would like to see the trails map amended moving the proposed location of the park in the southeast portion of the city south of the current boundary to another parcel.

Jamie mentioned the next trails committee meeting will be held on August 9<sup>th</sup> at 6:30 P.M. in the city council room.

Deon mentioned he attended a parade in Newton and the Smithfield City float was not in it.

Deon asked if the city was going to have a fair booth at the Cache County Fair? Mayor Barnes mentioned he was not notified if the fair is going to have any booths this year so the city would not be doing one this year.

Deon mentioned the Beehive Grill located in the Birch Creek Golf Course Clubhouse is excellent. The view and the food are excellent.

Deon informed the council the paperwork is being completed for the purchase of the Douglass Mercantile Store south of the city office building. Once the paperwork is complete the documents can be signed and the city will take ownership of the building.

Deon expressed concern the Preston Watts Collision and Glass storefront extends over to the edge of the Douglass Mercantile Store. If Preston’s renovates or removes their building this could potentially cause some work to need to be done to the mercantile store. Preston redid his storefront many years ago and closed the open area between the two buildings so it would look better. Mayor Barnes mentioned he would talk with Keri about his plans for his building.

**MAYOR'S REPORT**

Mayor Barnes mentioned he visited with Cathy Brooksby about the Ambassador program. Only one business donated to the program this year. Cathy is concerned the program does not have enough funding to be successful.

Mayor Barnes mentioned there are three memorial rocks at Brown Monument which have been etched to go next to some memorial trees in the park. Donors paid for the rocks to be engraved. The rocks will be picked up and put in place by the public works department of the city.

Mayor Barnes informed the council Clay Bodily is working on an application for financial assistance from the CMPO (Cache Municipal Planning Organization) for the new street light at 800 South Main. The application is due by August 13<sup>th</sup>.

Curtis asked what the timing will be for the project? Mayor Barnes replied the application is due in August. The CMPO will review and approve some applications later this year. If the application for the city is approved the project will be completed in 2020.

Curtis thanked the homeowner for installing decorative rock along their property between the fence and the highway at approximately 600 North Main as it really cleaned up the area.

Mayor Barnes mentioned the infrastructure improvements for the Creekside Estates Subdivision are being installed on 800 West.

**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 Jamie, seconded by Curtis and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Anderson, Wall

No Vote: None

Absent: Caley, Campbell

The executive session opened at 8:56 P.M.

Those in attendance: Deon Hunsaker, Jamie Anderson, Mayor Barnes, Curtis Wall, Craig Giles, Police Chief Travis Allen and Justin Lewis

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

Yes Vote: Hunsaker, Anderson, Wall

No Vote: None

Absent: Caley, Campbell

The executive session closed at 9:40 P.M.

\*\*\**Jamie made a motion to adjourn at 9:41 P.M.*\*\*\*

**SMITHFIELD CITY CORPORATION**

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Jeffrey H. Barnes, Mayor

**ATTEST:**

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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, July 31, 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 June 26, 2019
2. Resident Input
3. Discussion and possible vote on receiving the Certification of Annexation Petition from the City Recorder for the Annexation request by VHD, LLC for Parcel Number 08-119-002 and direct the publication of such petition in The Herald Journal on August 3<sup>rd</sup>, 10<sup>th</sup> and 17<sup>th</sup>. The parcel is located at 325 East 800 South. The parcel is approximately 10.36 Acres.
4. Discussion and possible vote on receiving the Certification of Annexation Petition from the City Recorder for the Annexation request by David & Merilee Olson for Parcel Numbers 08-043-0009, 08-043-0042 and 08-043-0043 and direct the publication of such petition in The Herald Journal on August 3<sup>rd</sup>, 10<sup>th</sup> and 17<sup>th</sup>. The parcels are located at 560 North 400 West. The parcels total approximately 4.52 Acres.
5. Discussion, update and possible approval of additional funding for the Forrester Acres expansion project.

Smithfield City Council Meeting Minutes, July 31, 2019

6. Discussion and possible vote on changes to the Personnel Manual.
  7. Discussion on the exploration of merging the Smithfield City Police Department and the North Park Police Commission.
  8. City Manager Report
  9. Council Member Reports
  10. Mayor's Report
- \*\*\*Temporary Adjournment to RDA Meeting.\*\*\*
11. 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.