

SMITHFIELD CITY COUNCIL

SEPTEMBER 25, 2019

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, September 25, 2019. The meeting began at 6:30 P.M. and Mayor Jeffrey H. Barnes was in the chair. The opening remarks were made by Bart Caley.

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

City Manager Craig Giles, Fire Chief Jay Downs and City Recorder Justin Lewis were also in attendance.

VISITORS: Michelle Anderson, Luke Downs, Robert Pitcher, Jody Nilson

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM AUGUST 28, 2019

A motion to approve the August 28, 2019 city council meeting minutes was made by Wade, seconded by Curtis and the vote was unanimous.

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

No Vote: None

RESIDENT INPUT

LUKE DOWNS: I have a question and would like to make a statement regarding the rezone request by Jody Nilson. As far as the property being developed. We welcome Jody as a neighbor. It is good to have him here. My concern is about the two acres. The land is zoned RA-1 which would allow for two homes and still leave some open space. I am concerned about 12,000 square foot lots. I am not sure that is the intent of this request. All around us we see open space going away fast. At a ridiculous rate. I live there and own property in the area. I intend to stay there for the long haul. Is there still the desire for open space? It does not appear there is. I don't attend many city council meetings. This is probably only the third or fourth one. Maybe I don't understand the vision of the city. I still want open space. I want people to be able to build on their land but not on small lots. Backyard communities (inner-block developments) are a mess behind older homes.

JODY NILSON: I think Luke has been misled. We are not putting five or six homes. There will be a total of three building lots including the existing home. There would be one new home north of the existing home and one new home east of the existing home.

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 19-10, AN ORDINANCE REZONING PARCEL NUMBER 08-105-0038 FROM RA-1 (AGRICULTURAL 1-ACRE) TO R-1-12 (SINGLE FAMILY RESIDENTIAL 12,000 SQUARE FEET). THE PARCEL IS LOCATED AT APPROXIMATELY 373 WEST 400 SOUTH. THE PARCEL IS APPROXIMATELY 2.00 ACRES.

Jody Nilson informed the council he would like to build a new home on a one acre lot by his dad's existing home.

Mayor Barnes asked if open space would be left behind the new homes? Jody stated that is correct as he intended to continue to farm the land behind the new homes.

Mayor Barnes asked if the undeveloped area is currently a hay field? Jody replied that is correct.

Mayor Barnes asked if two new building lots would be created and two new homes built? Jody replied that is correct. The building lot to the north of the existing home would be approximately a ½ acre. Jody would like to build a new home east of his dad's home on a lot one acre in size.

Bart mentioned the general plan calls for medium density zoning in this area. This request falls in line with the general plan. Mayor Barnes concurred.

Jamie stated he would like to respond to Luke Downs comments. The city has a General Plan in place. The last revision was in the last three to four years. Part of the process is dealing with growth and determining where open space should be. Public hearings were held. Residents are told what is being proposed and they have a chance to ask questions and respond to concerns they have about the proposal. Once the general plan is approved the council will follow it.

Jamie mentioned his decision is based on landowner rights and if the request will follow city ordinances and the General Plan. If all requirements are met the council is legally bound to approve the request. This area was considered for medium density. The zoning classification of R-1-12 is allowed in medium density zoning. Legally the request must be granted if it complies with the rules.

Jamie stated the council understands the concerns regarding open space as it is mentioned in almost all zoning or building requests.

Wade mentioned his mom has one of the last two-acre lots left in the heart of the city.

Wade's family has lived in the city for decades.

Wade constantly is contacted regarding growth on the west side of town. The city is growing and resident's children need a place to build. They need a place to live. The General Plan is a tool for the city to use in regards to managing growth. The council is trying to plan responsibly but not everyone likes the decisions which are made. The city is changing which is very upsetting to local farmers and agricultural minded people.

Wade mentioned he does not like to see all of the growth as he used to be able to ride his horse all over town where there are now homes. Growth is always a difficult decision to vote on.

Luke Downs stated he is not against Jody's proposal but he is against inner-block developments which could happen on this parcel long term based on the zoning request.

Bart mentioned the community needs to be more involved in the General Plan process of what they want to see and where they want to see it.

Curtis mentioned he was on the board which reviewed and oversaw the General Plan update process. Three different meetings were held asking for input from the residents and only two people attended.

Curtis informed Luke not all requests are granted. Some people wanted to rezone the parcel known as the Buchanan Dairy into quarter acre lots and the request was denied. Quarter acre lots around Birch Creek Elementary have been approved. Open space is planned for that area. The intent of the council is to keep the west side of the city with as much open space as possible as long as possible. Growth is here and happening. The General Plan should be followed.

Bart and Curtis both thanked Luke for attending and offering comments and input.

Mayor Barnes mentioned he worked for the Natural Resources Conservation Services Department. The department wanted to use tax funds to purchase perpetual easements. There was also a local ballot initiative on this but it was voted down.

Mayor Barnes liked the proposed plan of only having three homes on two acres as that would still allow for a significant amount of open space. Open space can still be achieved and private property rights can be upheld.

Deon mentioned there is a grammatical error in the proposed ordinance. It reads "R-1-112" and should read "R-1-12".

A motion to adopt Ordinance 19-10, an Ordinance rezoning Parcel Number 08-105-0038 from RA-1 (Agricultural 1-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet) located at approximately 373 West 400 South amending the word "R-1-112" to "R-1-12" was made by Jamie, seconded by Wade and the vote was unanimous.

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

Mayor Barnes mentioned as the subdivision process starts access, fire hydrants and fire flow will all be reviewed by the fire department.

Jamie mentioned this is the first step in the process. A plat will eventually come before the city council and planning commission for consideration.

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 19-13, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE FOR THE CITY.

Craig mentioned the proposed changes are to business license fees as well as a couple of fees charged at the golf course and some wording regarding season passes.

Business licenses are being simplified to commercial and non-commercial.

Changes are being made to manufacturing as well as child care license fees.

New commercial business licenses would be \$150 and renewals would be \$100.

New manufacturing business licenses would be \$250 and renewals would be \$200.

New preschool/child care business licenses would be \$150 and renewals would be \$100.

New home occupation/potentially disruptive business licenses would be \$100.

Solicitor licenses would cost \$50 for the first license and \$25 for each additional employee.

Street vendor licenses would increase to \$150.

For the golf course the proposed fee change would be to increase the fee for Shot Gun Tournament per person from \$44 to \$46.

Wording on the season passes would be changed from “Valid March through October 31st” to “Open of Course to Close of Course”.

Senior summer passes wording would change from “July, August, September, October) to “July 1st through Close of Course”.

Bart asked what happens if a year has really bad weather and the golf course closes in October? Craig replied then the pass is no longer valid. The intent is for the regular passes to be valid from when the course opens in the spring to when the course closes in the fall.

Mayor Barnes asked why the fees for business licenses were being changed? Craig replied there were changes to the staff within the last few months. As part of the new hires job and review of existing policy and fees the new fee schedule is being recommended.

A motion to adopt Resolution 19-13, a Resolution updating the prevailing fee schedule for the city was made by Jamie, seconded by Wade and the vote was unanimous.

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

Deon mentioned he was contacted by someone stating an ex-employee was told she would not be charged a burial fee when she passed away. Craig asked if there was anything in writing in this regard? Deon replied not that he knew of.

Deon mentioned the ex-employee worked for the city in 1987.

Deon asked how a person who lives in the city and moves into a rest home is treated in regards to resident or non-resident burial fees? Craig replied they are treated as a resident.

Deon mentioned a family member of the deceased told him that Mayor Chambers told the ex-employee there would not be a burial fee charged to her family when she passed away. Mayor Barnes replied unless there is something in writing the request could not be granted.

Deon mentioned previous mayors used to be provided free interment. Mayor Barnes replied he was not aware of that and it is currently not allowed.

Deon asked if any other previous employee had not had to pay the burial fee? Mayor Barnes replied he had never heard of this type of request until now. Jamie mentioned unless the family has something in writing the request cannot be granted.

Wade mentioned Cal Beutler was the sexton for about 30 years and his family had to pay a burial fee.

Mayor Barnes asked how long ago Cal passed away? Wade replied about three or four years ago.

Deon mentioned the family was told they had to pay a non-resident burial fee.

Mayor Barnes asked who passed away? Wade replied Deon is referring to Betty Hatch. Chief Downs mentioned Betty was the City Recorder for many years.

Mayor Barnes asked how long Betty was in an assisted living center? Deon replied he did not know.

Mayor Barnes replied for burial purposes she would still be considered a resident. Justin replied he would pull the records and verify if a non-resident fee had been charged. If needed, a refund would be issued.

Craig mentioned the fee of \$800 is for a grave plot and burial fee. Deon replied the family already owned the plot. Mayor Barnes replied if a refund is owed the city will reimburse it.

DISCUSSION AND POSSIBLE VOTE ON UPDATES TO THE EMPLOYEE PERSONNEL MANUAL.
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Mayor Barnes mentioned the proposed changes are in regards to HB163 and neither he nor the auditing firm of the city supported the bill.

Craig informed the council the legislature adopted HB163 earlier this year at their legislative session. The bill discusses personal use of public property. Cities and counties need to declare in their policy if personal use of public property is allowed. As the bill is written, an employee, council member and the mayor are committing a felony if they use a cell phone, tablet or computer owned by the city for personal use.

All of the proposed changes to the personnel manual are in regards to HB163.

The biggest change is clearly stating employees can use their devices for personal use.

An attorney drafted the language and it was modified to fit the city.

Also, an Acceptable Use Policy is being put in place. It states what is allowed and not allowed in regards to what can and cannot be done on phones, tablets and computers. The devices are already being monitored for viruses and other issues.

Some employees are supplied cell phones by the city.

Jamie asked if this applies only when connected to the city network? Craig replied it applies to all devices supplied by the city such as phone, tablet and office computers as well as access to the city network.

Mayor Barnes asked if all employees are supplied phones? Craig replied they are not.

Mayor Barnes asked which employees are provided phones? Craig replied department heads, police department, fire department and public works employees. Typically the employees who are on-call 24/7. The library and city office staff are not provided phones.

Mayor Barnes asked what forms the employees are required to sign? Craig replied the Acceptable Use Policy. Employees need to read and abide by the policy. It is quite self-explanatory. All employees will be required to read and sign.

Mayor Barnes asked if the employees have to agree to it? Craig replied that is correct as it is the rules of what is allowed and not allowed. Curtis mentioned it is quite a standard document.

Craig mentioned the city already has a policy in place but this is a better more broad policy.

Curtis mentioned this agreement is quite standard. Even though he doesn't have electronic devices assigned to him by his employer he is required to sign a similar agreement because he accesses their network from his private device.

Craig mentioned the city network is always being attacked. About 38% of all incoming emails are spam or viruses. Significant funding has been spent to combat this issue and keep the city network safe.

Mayor Barnes asked if the city paid for his cell phone and he signed the proposed policy could he still make personal phone calls? Bart replied that is correct, if the policy is adopted by the council.

A motion to approve changes to the Employee Personnel Manual was made by Bart, seconded by Wade and the vote was unanimous.

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

No Vote: None

CITY MANAGER REPORT

Craig informed the council the Cache Summit is on Thursday, November 7th. Tickets need to be purchased in advance if people know they are planning to attend. The event typically lasts from 9:00 A.M. until 3:00 P.M.

Curtis mentioned seven planning commission members attended in 2018.

Curtis asked Craig who he is supposed to notify? Curtis is planning to attend but he has now been asked by both Craig and Shari. Craig replied that he will take care of council member requests and Shari takes care of planning commission requests.

Mayor Barnes mentioned he could not attend as he would be out of town.

Curtis asked if the cost is \$25 per ticket? Craig replied that is correct but the city gets a discount if they purchase 10 or more.

Curtis asked where the event is being held? Craig replied at the new Cache County Fairgrounds Event Facility.

Bart and Curtis are planning to attend.

Wade will be out of town and won't be able to attend.

Craig mentioned the public works department and fire department would like the council to consider a new training area west of the maintenance shop at Forrester Acres.

Right now the fire department is using the old dump facility for its training exercises. The intent of the new area would be to have fire department training there as well as a material storage area for public works.

Curtis asked what would happen to the green waste bins? Craig replied they would be turned to face east/west rather than north/south.

Craig mentioned the only impact to the public by this change would be there would be less parking for the public during Health Days.

Curtis asked what would happen to the old city dump area? Craig replied where the city is growing in that area it could possibly be turned into a city park.

Bart asked if there would be burning issues at Forrester Acres for the fire drills? Chief Downs replied the drills they do burn hot and fast. There is no power at the dump facility. The area is not secure as well.

Bart supported the request for the new training area.

Chief Downs mentioned right now where the area is not secure the vehicles used for demolition and training purposes are typically damaged before the drill because the area is not secure.

Wade mentioned the Forrester Acres property was donated to the city. What is the agreement with the donor regarding use of the property? Wade had the understanding the area needed to continue to be used for recreation purposes not a training area. Craig said the city staff has been trying to find an agreement but so far one has not been located.

Wade said he was told an agreement exists and he is trying to locate a copy. The agreement needs to be found and reviewed before any changes are considered at Forrester Acres.

Wade mentioned the dump area is very trashy looking and he does not want Forrester Acres to start to look like that area. Craig replied the use of the new area would be different. The city cannot use the dump area or any other area in town like that area was used any longer. Piles of branches and trees trunks cannot be piled up and burned once a year. A dumpster will be brought in and the items hauled away on a regular basis. The fire department will haul away their training vehicles on a regular basis.

Chief Downs replied a person has been located who is willing to haul away the damaged vehicles within a couple of days after the fire drill is completed.

Wade stated he understood there is a need for a training area but did not support it being anywhere on the Forrester Acres property.

Mayor Barnes mentioned the agreement needs to be found and reviewed. Craig replied the city staff has been looking and cannot find one.

Wade stated the proposed use is not in the spirit of what the Forrester family intended the parcel to be used for. Mayor Barnes replied there are already public works buildings on the parcel and this request is no different. Craig mentioned it won't be long and the buildings for the public works department will need to be expanded or new buildings built.

Curtis asked when a new training facility area is needed? Craig replied in the near future but the staff did not want to spend time on the project if the council would prefer it to go elsewhere.

Curtis suggested looking for the agreement and at other possible locations and discussing the request again in the spring.

Wade mentioned the area across from the maintenance shop is developing and he did not want the area to look like a dump.

Craig mentioned one of the biggest factors in the request is Forrester Acres is a secure area.

Jamie asked if the city has a recordkeeping problem since the agreement cannot be located? Craig replied the agreement is several decades old and so far it has not been located.

Jamie asked if the city is digitizing any documents at this time? Justin replied almost all documents from 2013 through current have been scanned. Older documents have not been scanned as the staff has not had time.

Wade mentioned Darwin Bingham and Cal Beutler mentioned there is an agreement in place for the Forrester Acres property.

Chief Downs informed the council the fire tender is about 15 years old. The equipment is at a stage of its life expectancy where it either needs to be sold or kept until it no longer can function.

The North Bannock Fire Department would like to purchase the tender. They are a new fire district and one of their requirements is to have a tender as part of their equipment. They have offered to purchase the tender from the city for \$70,000. They must have a tender purchased by October 1st. A replacement tender will cost \$80,000 to \$90,000.

A new turbo was installed in the tender this year. This was the second failure of the turbo as a new one had been installed about four to five years ago.

Jamie asked for clarification on what type of tender could be purchased for \$80,000 to \$90,000. Chief Downs replied a newer larger tender could be purchased. The current tender is too small for the department.

Chief Downs mentioned the Ogden Fire Department has a ladder truck for sale. They are in the process of surplusing it. They originally wanted to sell the ladder truck for \$90,000 to \$95,000. They are currently asking \$40,000. They do not want to store the truck outside for the winter so they have reduced the price to get rid of it now.

Robert Pitcher, who is a member of the department and a full-time employee of Unified Fire out of Salt Lake City, has gone and seen and looked over the ladder truck. Tom Maples, who also works for the department, has seen it as well. Both Robert and Tom work with ladder trucks as part of their full-time jobs. The fire department staff went through the ladder truck last week looking it over. The city needs a ladder truck where new large tall homes are being built. The city contracts with Hyde Park and they have multiple new large tall commercial buildings being built. The intent would be to purchase the ladder truck now and get the department familiar with a ladder truck. Then long term upgrade to a larger ladder truck.

Wade asked where the ladder truck would be stored? Chief Downs replied in the fire station where the tender is currently parked.

Chief Downs mentioned the department covers Smithfield, Amalga, Hyde Park and Richmond. Because new fire hydrants are being installed all the time there is less need for a tender.

Jamie asked if he was understanding the request correctly. The fire department would like to sell the tender for \$70,000 and purchase a used ladder truck for \$40,000. Chief Downs stated that is correct.

Jamie stated he was concerned about the department not having a tender. Where will the water come from if needed? Chief Downs replied there is a tender in the Richmond Fire Station. It can hold 3,500 gallons and is newer and in better shape than the Smithfield tender. Per the agreement between the two cities the tender can and will be used where needed.

Chief Downs mentioned the Smithfield department also works with the Trenton Fire Department. Trenton has a tender. Their tender would be available if needed.

Jamie asked how often the tender is used? Robert Pitcher replied about four to five times per year.

Chief Downs replied the only place they are needed is where there is not a fire hydrant. A good example is the area between Smithfield and Amalga in the unincorporated area of the county.

Wade asked if response time will be an issue if there is not a tender stored in the Smithfield Fire Station? Chief Downs replied the Smithfield tender was recently down for six weeks while it was repaired. Engine 130 and Engine 30 were on scene as needed. Engine 41 can hold 1,000 gallons as well.

Wade asked when the city would need to purchase a tender? Jamie asked if there is a need for a tender if the one in Richmond can serve both cities? Chief Downs replied he would like to take some time to evaluate if one is needed and also to see how much funding is available after the current wildland fire season is over. If needed, those funds could be used.

Jamie asked how much water the tender holds? Chief Downs replied 4,000 gallons.

Jamie asked how much the Richmond tender holds? Robert Pitcher replied 3,500 gallons.

Chief Downs informed the council most tenders hold 2,000 gallons.

Curtis asked what happens to the \$30,000 difference between what is received versus what is spent on the equipment buy and sell. Craig replied it would go into the fund balance for future equipment purchases for the fire department.

Jamie stated his only concern was the city was considering purchasing a piece of equipment for \$40,000 which not long ago had a sell price of \$90,000. Chief Downs replied every month the ladder truck sits idle it deteriorates and becomes worth less.

Jamie asked who can repair the ladder truck when it breaks? Chief Downs replied some repairs can be done by the staff. Transport Diesel in Logan can work on the motor. Superior in Salt Lake City can service the ladder. Gyllenskog out of Logan can service the pump.

Bart mentioned the city is growing fast and a ladder truck is needed. A ladder truck was needed on the Premier Cabinets fire and the city had to wait for one to arrive from another department.

Chief Downs mentioned a ladder truck out of Logan came to the Premier Cabinets fire.

Jamie stated he was concerned about the value and only paying half of what it is worth.

Wade asked Robert Pitcher his thoughts on purchasing the used ladder truck. Robert replied a new ladder truck will cost approximately \$1,500,000. The ladder truck in Ogden was purchased new and used in Provo and then came to the Ogden department. The Ogden department now has all new equipment and no longer has a need for this ladder truck. Typically one ladder truck goes on every call. Ladder trucks are versatile and can be used for rescues, to access roofs as well as fight fires. This ladder is functional and can extend to 105 feet. This ladder truck is a good truck and should be purchased if possible. A new or larger ladder truck should not be purchased until the department has an opportunity to learn and train on a truck of this size.

Chief Downs mentioned some department members went and test drove the ladder truck as well as operated the ladder and other items to make sure they function properly.

Curtis mentioned the value decreases daily on a piece of equipment which stays outside and is not stored in a building.

The consensus of the city council was to sell the fire tender for \$70,000 and purchase the ladder truck for \$40,000.

Craig mentioned the next city council meeting is on October 9th. At this time there is only one agenda item. Does the council want to move that agenda item to October 23rd and cancel the October 9th council meeting? Justin mentioned the agenda item is a request by CAPSA to support October as Domestic Violence Awareness Month.

Curtis mentioned on agendas with fewer items he would like to have Val Potter, the county and others come before the council. Craig replied he was happy to schedule anyone but needed guidance on who the council wants to meet with and what the council wants them to discuss or present.

Wade, Jamie and Curtis stated if no other agenda items were added they were in favor of cancelling the October 9th council meeting.

Jamie agreed a list needs to be created of who the council would like to visit with.

Jamie would like to speak with representatives of UDOT (Utah Department of Transportation) regarding signal lights at either 800 South or 1000 South Main.

Chief Downs mentioned there will most likely be some items regarding the fire department which will need to be discussed at a future council meeting. Bart asked when the next meeting is being held? Craig replied on Monday, September 30th at 3:00 P.M. Representatives from Smithfield, Logan and the county will be meeting to discuss CCEMS (Cache County Emergency Medical Services).

Mayor Barnes asked Craig to provide an update on the local police department merger discussion. Craig replied representatives of Smithfield, Hyde Park and North Logan have met three times to discuss a possible merger.

One discussion point is the creation of an independent board which would govern the department. The board would consist of mayors, council members and support staff of the cities.

It is estimated \$170,000 will be saved if the commission is abandoned and brought under the umbrella of one of the cities. This savings includes equalizing the pay of the officers from both departments.

The North Park Police Commission owns the building in North Logan but North Logan City owns the land the building sits on. Hyde Park has a stake in that building.

Authority and governance must be discussed.

The group is meeting on October 1st to continue the discussion on possibly merging. North Logan would like to have something in place within the next month to either join forces or keep as they are currently.

Jamie asked who would pay the most if a merger occurs. Craig replied North Logan would and Smithfield would be close behind.

Jamie asked if the open crossing guard positions had been filled? Craig replied the schools were contacted asking them to advertise the vacancy. One person applied. One of the part-time crossing guards elected to become full-time. Both open positions are now filled.

Wade asked if the wage increase had been implemented? Craig replied it had been and they were happy and thankful.

Mayor Barnes mentioned Chief Allen is always very prepared for these meetings and has spent a substantial amount of time on logistics and budgeting if the departments were to combine.

There will be better promotion opportunities if the departments combine.

North Logan was going to meet with their officers to discuss rumors which are having a negative impact on their department regarding a proposed merger.

The formula for what each city is going to pay was created by North Logan. As the formula is written, Smithfield would save more than the other two cities. Because of the savings North

Logan and Hyde Park felt the new department should be able to use the Smithfield Police Station for free and not have to pay rent. They wanted some other services for free as well.

Mayor Barnes did not support free rent or other items for free. Each city should pay their fair share. Wade concurred.

Mayor Barnes mentioned the city should not consider a merger if the other two cities continue to feel this is appropriate.

Jamie replied Smithfield City is in the driver's seat on this issue and can listen and respond to their proposal but the city does not have to make any changes and can stay as-is.

COUNCIL MEMBER REPORTS

Curtis mentioned the pickle ball courts are being constructed. There are already requests to have leagues formed. Once the concrete is poured it has to sit for a month. Most likely the courts will not be playable this year.

Mayor Barnes asked if the concrete for the courts would be poured this year? Craig stated it would be. Curtis mentioned the concrete is poured through a continuous pour process.

Curtis asked if the intent was to put down asphalt this year? Craig replied the contractor intends to; weather permitting.

Mayor Barnes asked what the concrete pillars are in the area? Craig replied for the light poles.

Wade asked if Rocky Mountain Power was willing to donate anything to the project? Craig replied the labor to set the poles.

Curtis mentioned softball season is ending and other new leagues are starting.

Curtis asked if the new video cameras had been installed at the rec center? Craig replied they are currently being installed.

Curtis mentioned he attended a session at the Utah League of Cities and Towns meetings. The discussion was on sewer lift stations. It was suggested those who utilize a lift station pay a higher monthly fee than those who do not.

Curtis mentioned he was going to appeal the assessed value on his property tax bill but he found out it has been under appraised by \$7,000.

Curtis plans to attend the hearing process for others but did not submit an application for his property.

Utah State University will be doing a cougar (mountain lion) survey in the city. Trail cameras will be installed at the golf course, Mack Park and Forrester Acres. The cameras will stay in the same place for three months and then be moved.

Bart asked if any movement west of town would be monitored? Curtis replied cameras would only be placed in town at this time.

Surveys have been done in Hyrum and the Green Canyon area.

The cameras will be installed on October 26th and monitored for three months.

On occasion tracks have been seen on the golf course as well as in the Dry Canyon area.

Signs will be installed by the cameras telling people a survey is taking place and to please leave the cameras alone.

Curtis informed the council Matt Hyde sent an email to all of the planning commission commissioners.

Matt asked some questions about a parcel on the north end of town. None of the commissioners responded to the email because it was sent to the entire group not individually.

Curtis mentioned Matt stated Bart suggested contacting the commissioners for their input. Bart replied he looked at the map and it showed community commercial zoning for the parcel.

Curtis stated Matt attended the last planning commission meeting and Chairman Andrew Soelberg informed him that was not the correct process to follow.

Curtis asked the council to be careful what they send to the planning commission outside of a regular meeting as that is when items should be discussed.

Curtis informed the council planning Commissioner Greg Gardner had been in an accident and broke his back. Greg still wants to serve on the planning commission but needs to get better before he can do so. Once he has recovered he will start to participate.

Wade mentioned getting the value reassessed on a parcel was not hard. Wade was able to get the value of a parcel decreased by \$40,000 by providing documentation. An amount was agreed to between the county and the landowner and a hearing was not required.

Wade asked for an update on Saddleback Road as there is a new stop sign installed as well as some boulders by the intersection. At this time a "No Right Turn" sign has not been installed. Jamie replied the council did not agree to which signs would be installed. The council agreed to review concerns about the road when it is known what issues there would be with traffic in the area.

Wade asked why boulders were installed as semi-trucks were having a hard time making the turn. Also, why was a Stop Sign installed? Craig replied the approved plat shows the installation of a Stop Sign. The anticipation is 600 West will continue further north long term. The milk truck delivery driver who goes to the Gittins Dairy had been spoken with and does not have any issues with the new layout. City Engineer Clay Bodily has been in the area videoing and taking pictures of traffic and how it flows.

Mayor Barnes mentioned he spent time in the area as well and watched a semi-truck and trailer go through the area with no problems.

Wade mentioned change is happening in the area and those living in the area want updates on why things are happening and what is happening.

Craig mentioned Visionary Homes and the Gittins Dairy both felt having the road go straight was a better option.

Wade mentioned the Senior Ball was held on September 14th.

Wade was not able to attend.

Justin stated one of the youth council leaders told him it was well attended. The music performer did a great job as well. The youth council was happy with how things turned out.

Mayor Barnes mentioned he was out of town that night and not able to attend.

Bart mentioned the new Arby's building is under construction.

An open house was held for the Rolee Boutique project.

Mayor Barnes mentioned Cache Valley Bank held an open house as well now they are in town. Bart mentioned he attended the open house and was able to tour the bank. The historic feel of the building has been kept.

The Smithfield Chamber of Commerce had their monthly meeting at the Lion's Lodge. Deon and Curtis were able to attend. The next monthly meeting will be on October 3rd at Firehouse Pizzeria. The annual Night of Giving will be on December 7th. The theme is still a work in progress.

Bart asked Chief Downs for an update on the fire department. Chief Downs stated the wildland fire crew is currently home. They spent 10 days in Southern Utah. The truck is now back on the board.

There was a bad automobile accident at 300 South Main on Monday, September 23rd. The Richmond fire engine responded and helped with the extrication process. People had to be extricated from two vehicles.

A recent call of the department was a vehicle on fire. The truck was a complete loss but the department got the fire put out. Response to the fire was quick because the station is staffed around the clock.

Right now recruiting is being done for the department. Reserves are needed.

Mayor Barnes asked for an update on the Green Gorilla Carwash. Craig replied the infrastructure is being worked on. Building plans have not yet been submitted to the city.

Mayor Barnes asked if they recycle the water they use? Craig replied he was not sure. Plans have not yet been submitted. The staff does not know the building design or process of how the building operates.

Jamie mentioned the golf course is having a good year. Most revenue line items are above last year at this time. Purchasing the new golf carts was a success and more revenue is being generated.

Jamie will work with Cathy Brooksby on securing sponsors for the Ambassador program. Curtis mentioned Marty Crookston is willing to help.

Jamie mentioned Cathy runs a good program but needs help with sponsors.

Jamie asked if it would be okay for a sponsor to use their private vehicle and pull the city float in parades? Craig replied there is not an issue and the hope is to find someone to do this.

Jamie informed the council there is a member of the trail committee who is willing to oversee the committee. She will run the committee and Jamie will assist where needed.

Jamie mentioned he was not able to attend the library board meeting this month so he did not have an update on the library.

Wade mentioned he spoke with a vendor from out of town who played a round at the golf course and they enjoyed their time there.

Jamie mentioned people should attend Taco Wednesday at the café at the clubhouse as it is excellent food.

Jamie mentioned the golf course should be on the positive side financially this year. Jamie is happy to meet with anyone who has concerns about the finances of the golf course.

Curtis mentioned Golf Pro Eric Kleven is the golf coach for Sky View High School. Sky View won region golf this year and team member Ryan Seamons was the medalist at the region tournament.

Deon mentioned the Senior Ball was a success and the Youth Council and Lion's Club did an excellent job. A good meal was provided.

Deon was disappointed more elected officials did not attend.

Deon mentioned he was contacted on Sunday, September 21st, by someone who rented the Senior Center but were not provided a key to access the building. The renter was not told they needed to pick up a key fob when they rented the building. Several staff members were contacted before Deon was able to get hold of someone who could let them in.

Jamie asked if council member's keys fobs access the building. Craig replied they do.

Mayor Barnes asked if keys work as well? Craig replied both keys and fobs work at the Senior Center.

Mayor Barnes asked who opened the door on Sunday? Craig replied the on-call employee; Brady Douglass.

Deon mentioned the Lion's Club and American Red Cross are holding a blood drive on Friday, September 27th. There is an urgent need for blood throughout the world.

Deon mentioned Alex Buxton from Zions Bank is going to provide some information on how downtown areas can be helped.

Deon learned at the Utah League of Cities and Towns Meetings the state is focusing on reducing water consumption throughout the state. One rumor is the state is going to force people who have access to secondary water to not be able to use culinary water on their yards.

Deon asked what is happening on the highway on the entrance to Arby's? Craig replied a deceleration lane is being created.

Deon mentioned the lane is not included on the plat. Craig replied the deceleration lane is part of the highway not the subdivision.

Deon stated the deceleration lane should be on the plat. Craig disagreed where it is part of the highway and not a road.

Craig informed the council he would provide them the contact information for the on-call phone number for the city staff. When things happen such as people not being able to access buildings the on-call number can be called by the mayor or council and that person will respond. There is no need or reason to contact anyone else unless it is an emergency.

Wade mentioned he talked to some Wellsville City employees about a lift station they have in the city. They are familiar with how it operates. There have been issues with their lift station. They do not like it and are willing to discuss their issues and concerns with the city staff so we don't have the same issues.

Craig mentioned a private lift station will be created west of town and a Homeowner's Association will pay to maintain it for upcoming future development in the area. The private lift station will

be used until a regional lift station is installed by the city at a later date. The private lift station is being designed to be abandoned when the regional lift station is installed down the road.

MAYOR'S REPORT

Mayor Barnes informed the council the annual Founder's Day Celebration will be on Saturday, October 12th at 7:00 P.M. at the Youth Center.

Mayor Barnes attended the open house for the recent round of homes completed by Neighborhood Non-Profit Housing Corporation on Crow Mountain Road. It was a good event which was well attended. The homes have been built over the last year.

Mayor Barnes mentioned David Lilywhite has purchased the parcel located at 400 West Center. The city considered purchasing this parcel several years ago. David is in the process of removing the existing building and cleaning up the parcel. The foundation of the building is starting to buckle and cave in.

Bart asked Mayor Barnes what David is planning to do with the parcel once it is cleaned off? Mayor Barnes replied David is in disagreement with the city staff of what is allowed on the parcel so nothing has been proposed.

Mayor Barnes informed the council he received an email from Chris Conte. Chris has concerns about when he is golfing he constantly hears shooting at a gun range above town. Chris feels the public should be warned there is a gun range in the area. Mayor Barnes mentioned he would respond to Chris and let him know where the shooting is taking place is in the county and not in the city so it is not under city control and cannot be managed by the city.

Mayor Barnes met with three donors who paid for trees and memorial rocks along the trail east of Mack Park. The Lion's Club, Craig Neilson and Lisa Michaels were the three donors.

Mayor Barnes suggested each council member attend the Open and Public Meetings training held by the Utah League of Cities and Towns on a yearly basis.

Mayor Barnes informed the council Ruth Swaner had surgery on her arm. Ruth had fallen and dislocated her elbow. Ruth oversees the Senior Center program.

****Jamie made a motion to adjourn at 8:33 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, September 25, 2019**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Bart Caley

1. Approval of the city council meeting minutes from August 28, 2019.
2. Resident Input
3. Discussion and possible vote on Ordinance 19-10, an Ordinance rezoning Parcel Number 08-105-0038 from RA-1 (Agricultural 1-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet). The parcel is located at approximately 373 West 400 South. The parcel is approximately 2.00 acres.
4. Discussion and possible on Resolution 19-13, a Resolution updating the prevailing fee schedule for the city.
5. Discussion and possible vote on updates to the Employee Personnel Manual.
6. City Manager Report
7. Council Member Reports
8. Mayor's Report

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.