

**SMITHFIELD CITY COUNCIL**

**OCTOBER 11, 2017**

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, October 11, 2017. The meeting began at 6:00 P.M. and Mayor Darrell G. Simmons was in the chair. The opening remarks were made by Curtis Wall.

The following council members were in attendance: Deon Hunsaker, Barbara Kent, Kris Monson, Jeff Barnes and Curtis Wall.

City Manager Craig Giles, Fire Chief Jay Downs, Police Chief Travis Allen, City Engineer Clay Bodily and City Recorder Justin Lewis were also in attendance.

**VISITORS:** Chris Slater (J-U-B Engineers), Marcus Murdock, Jeremy Hunt, Michelle Downs, Ryan Hardman, Eric Lofthouse, Dustin Hooton, Joshua Balls, Conor Brown, Liz Brown, Wayne L Nielsen, Ryan Rogers, Wendy Lawyer, Brandon Papke, Jan Lofthouse, Jaci Bennett, Julie Godderidge, Bruce Godderidge, Jeremy Gibbons, Russell Smart, Gary Bunce, Cynthia Layne, Rob Eldridge (J-U-B Engineers)

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM SEPTEMBER 6, 2017.**

\*\*\*A motion to approve the city council meeting minutes from September 6, 2017 was made by Deon, seconded by Curtis and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Monson, Barnes, Wall

No Vote: None

**RESIDENT INPUT**

**BRUCE GODDERIDGE:** I sent all of you a letter regarding the rezone request at 250 East 600 South. I was unaware the master plan had been recently revised. My opinion is the area should remain as the old master plan showed with larger lots. I hope the council will preserve open space. Homes should not be allowed to be built on 250 East that require people to back out onto the road. I have reviewed the proposed plot plan and one of the roads intersects my property. I hope the developer doesn't think I am going to give them any of my land for the road because I will not. Please consider my property in your decision. I am opposed to this development. The land should remain as agricultural land or at least be large lots. Traffic needs to be dealt with in this area. The school district should purchase this property for parking and other reasons.

**CYNTHIA LAYNE:** I want to talk about the proposal to remove the road by the splash pad. I understand the need for the road to be closed in the summer. It is a nightmare to pick up kids from Summit Elementary. The access road allows people to get to the signal light on the highway. Right now people cannot get to the light when entering the highway. The cul-de-sac at the school is backed up all the way onto the highway. There are cars and buses everywhere. Please keep this road and open it up. Right now I have to exit the area by driving behind the library. There is so much traffic getting onto the highway it is not possible to turn left. I know

of numerous other parents complaining about the same problem. This is a safety issue for many of us. We are trying to avoid traffic but it is not possible.

WAYNE NIELSEN: I sent a letter to the council about the proposed rezone by my home on 800 South. I don't have the ability to rotate my home another direction. My house will face into the backyard of one of the new homes if the subdivision is approved. The elevation difference between my home and this property is eleven feet. There are now two new high schools in the valley. The best case scenario for traffic is right now. It is projected within five years the student body at Sky View High School will be the same as before the recent split. There is already a morning rush down 250 East and traffic is backed up for two blocks to the south as kids come to school. There needs to be a plan for the impact on the roads. Please vote the rezone request down if possible. I was not aware a new master plan had been approved. Please keep my view from my home as it currently is.

WENDY LAWYER: I walk my kids to Summit Elementary School. I watch them cross the highway. The traffic is bad in the morning. The crossing guards almost get hit by cars several times a year. People give up trying to turn left onto the highway. The plan is to direct traffic to 100 West but now that area will be effected as well. We need another option for parents to transport their children safely. The access road needs to be opened. It would allow for a smoother exit of the school. With the road closed it is hard to get onto Main Street. Some of the crossing guards have told me it is crazy to remove the road. Keeping the access road closed is not safe. It is stupid to think safety is not being considered first.

MIKE MONSON: I am the principal at Sky View High School. I always have concerns about new drivers coming to the high school. I have not seen the proposed plat. I am concerned about development in that area. There are teenagers coming and going from the school. There are new drivers all the time. Access can be a problem. The projection of the number of kids coming to the school being what it was last year is accurate for the next five to ten years.

#### **INTRODUCTION OF NEW FULL-TIME FIRE DEPARTMENT EMPLOYEES**

Fire Chief Jay Downs explained in August CCEMS (Cache County Emergency Medical Services) granted funds to start a transfer program between hospitals. As part of this new program five new employees were hired for the department by the city.

Eric Lofthouse, Ryan Hardman, Joshua Balls, Dustin Hooton, and Ryan Reeves were hired. All of them have previously been volunteers on the department. The new employees are both fire and EMT certified. Along with fire and EMS related calls they will also assist in fire inspections in Hyde Park, Smithfield and Amalga.

Right now transfer shifts are being coordinated with the Logan City Fire Department.

The majority of the funding for the new employees is paid by CCEMS.

Jeff asked for clarification on what transfers are. Chief Downs explained when a person calls 911 and is transported to a local hospital they are stabilized. If the local hospital cannot perform

the necessary surgery or offer the required care the patient is then transported to Ogden, Salt Lake City or possibly even Provo. State of Utah law requires that patients to be transported via ambulance from hospital to hospital. There are a lot of transfers even south of Salt Lake City. There is one area up Provo Canyon where patients are transferred to if they have mental problems.

Kris asked if the city is experiencing fewer people being willing to volunteer. Chief Downs replied daytime coverage is an issue because people have jobs and cannot leave. This is a problem in the valley and the state. The average age of a volunteer firefighter is 42 and increasing.

Curtis thanked Chief Downs and his department for their willingness to give tours of the station to local youth groups.

Chief Downs stated the new employees have been on working full-time for about two months.

#### **INTRODUCTION OF A NEW POLICE OFFICER**

Chief Allen reminded the council officer Denton Call had recently left the city as he accepted employment elsewhere. Sergeant Trevor Larson had asked to be relieved of his duties as sergeant and wanted to go back into patrol. The department was short an officer as well as a sergeant. A job opening for a new sergeant was posted and internal candidates as well as candidates from other departments applied for the position. Interviews and testing were completed. Gary Bunce was selected to be the new sergeant in the department. Gary worked for the North Park Police Department for 14 years and at central dispatch for 13 years. Gary started at central dispatch in 1992.

Gary Bunce stated he was excited to be working for the city and the new opportunities that will come in the future.

Gary introduced his family to the council.

Gary is originally from Hyde Park.

Chief Allen mentioned starting on October 20<sup>th</sup> the department will start their “No Shave November” program where donations are collected to help provide Christmas gifts to local youth in need.

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 17-17, A REQUEST TO REZONE PROPERTY LOCATED AT 250 EAST FROM 600 SOUTH TO 800 SOUTH FROM A-10 (AGRICULTURAL 10-ACRE) TO R-1-10 (SINGLE FAMILY RESIDENTIAL 10,000 SQUARE FEET). PARCEL NUMBER 08-117-0004 WHICH IS 12.18 ACRES.**

Mayor Simmons stated the request is to rezone property from agricultural to single family residential. The request has been before the planning commission where a public hearing was held. The planning commission voted to deny the rezone request by a vote of 4 to 3.

Ryan Rogers stated he had the parcel under contract. The general plan calls for the parcel to be zoned medium density. The LDS church subdivided the parcel in the past. A preliminary plat had been completed by the LDS church when they subdivided the parcel. The new proposed plat is based on the original design completed by the LDS church. The LDS church planned to surround a new church house they would build on the parcel with homes. The existing parcels to the west are zoned R-1-10 and multi-family. The county parcels to the south and east are zoned differently based on county zoning.

The Big Sky Subdivision and Sky View Estates are both zoned R-1-10.

The Highland Estates area is zoned multi-family.

Sky View High School is located to the north.

Ryan stated there will be access to the proposed subdivision on both 600 South and 800 South on 250 East.

Ryan mentioned right now there is a high demand for smaller lot sizes like R-1-10 and that is the reason he is making the current zoning request.

Kris asked how many lots would be in the proposed subdivision? Ryan replied it is currently designed for 39 new homes.

Kris mentioned she agreed with the Wayne Nielsen's concerns.

Kris stated she did not like this rezone request and was not aware of the proposed zoning of this parcel in the new general plan.

Kris felt the area needs to have a mixed use of lots in size from one acre to ten acres. There is already too much density in this area with apartments, condominiums and homes. Adding more homes in this area will cause additional traffic problems. Right now traffic is already an issue without any new homes in the area. This is the wrong place for development. A different type of zoning for this parcel needs to be considered. The area will be developed but needs to be developed with larger lot sizes.

Jeff mentioned the main concern of the council when the LDS church subdivided the parcel was homes with driveways coming out onto 250 East. It was a concern then and is a bigger concern now as traffic has increased significantly.

Barbara asked if the original plat completed by the LDS church called for R-1-10 or R-1-12 (Single Family Residential, 12,000 Square Feet) zoning? Ryan replied R-1-10.

Barbara asked Ryan if R-1-12 was an option for this parcel? Ryan responded the area around the south side of the church would be a problem as it would make the lots long and narrow and not very functional. Around five building lots would be lost if the request is changed from R-1-10 to R-1-12.

Barbara asked if the location of the church could be changed? Ryan replied he did not know as he did not own the church parcel or have it under contract.

Ryan mentioned to the council based on previous discussions with them that they wanted larger lots on the west side of town not on the east side of town. Having a ten acre lot by a high school was not reasonable. Kris replied there are ten acre lots by Mountain Crest High School. Ryan replied there are apartments by Mountain Crest High School as well.

Ryan stated people want to build homes close to schools and commercial areas and this parcel is right by both of those areas. The city has planned for growth on the east side and this area is on the east side.

Barbara mentioned she was concerned about the request for small lots sizes. Barbara mentioned she would like to see a proposed plat zoned R-1-12 not R-1-10.

Barbara appreciated the zoning request not being for multi-family as there is a significant amount of multi-family zoning in the area already.

Curtis mentioned he attended the planning commission meeting where this request was discussed. Curtis informed Ryan he was confused on what exactly was being done with the roads as the engineer that discussed the project was not very clear in this regard. Ryan replied he would need to widen 250 East as part of the project.

Curtis asked if there would be curb and gutter on 250 East? Ryan replied curb and gutter would be required on 250 East from 600 South to 800 South as well as 800 South from 250 East going east to the end of the parcel.

Curtis asked if 250 East would be widened to include turn lanes on the new road? Ryan said that was a possibility if the right-of-way for the road is widen enough but he was not sure of the exact measurements.

Curtis mentioned he avoids driving through this area when a football game or other activities are getting done as traffic is excessive in this area at those times.

Curtis asked Ryan if he had the parcel under contract? Ryan replied that was correct.

Curtis asked Chris Slater from J-U-B Engineers if he recalled why the proposed zoning for this parcel was changed from the old master plan to the new master plan? Chris Slater replied each parcel was reviewed but he did not recall the exact reason why this parcel was changed.

Curtis mentioned the planning commission denied the rezone request by a vote of 4 to 3 as their preference was the area should be rezoned to R-1-12 not R-1-10.

Curtis stated he had driven the area and understood Wayne Nielsen's concern about the elevation change.

Curtis asked Wayne Nielsen if he had tried to purchase the property to the west of his home? Wayne replied he had purchased his home and property after it had been repossessed by the bank. John Pitcher did not want to subdivide his property at that time but did allow an easement to access his parcel. Over time Wayne installed the utilities to his home. Wayne explained he had promised the bank when he purchased his home he would not subdivide his property. Wayne stated he had a first right to purchase agreement with John Pitcher to purchase the two acres between his home and the LDS church property. Kirt Sadler had made an offer to purchase the entire parcel. Kirt would not purchase the parcel if the two acres were not included. John had not honored his agreement to sell the two acres to Wayne according to Wayne.

Curtis suggested tabling the request for a month so the issue could be further researched. Kris replied she did not want to table the discussion she wanted to deny the request. Curtis replied he would not make a motion to deny the rezone request but wanted more time to review concerns he had about lot size.

Curtis asked Ryan if he had an issue tabling the request for a month? Ryan replied he was okay tabling it for a month but nothing had changed from the original request by the LDS church to the new request he was making.

Barbara mentioned she had reviewed the meeting minutes from the planning commission meeting and agreed with the commissioners who wanted to see the parcel zoned to R-1-12 not R-1-10. Barbara mentioned she did not think two or three acre lots was viable for this parcel but R-1-12 was a reasonable option. Curtis mentioned the difference between R-1-10 and R-1-12 would only be around four less lots/homes.

Curtis mentioned he wanted to know if right and left hand turn lanes could be added on the main roads such as 250 East 600 North.

Curtis stated Wayne Nielsen mentioned the number of kids attending Sky View High School would double in five years and Principal Monson said five to ten years. Is the correct answer five or ten years as the difference is a significant amount of time? Kris replied Mike, her husband, did not have any information with him to give an accurate answer.

Barbara mentioned she felt R-1-12 was a better option than R-1-10. Jeff mentioned he agreed with Barbara and the four planning commission commissioners who felt the same way.

Deon mentioned large lots on this particular parcel are hard because of the lay of the land.

Chris Slater mentioned the Northern Cache Valley Transit Master Plan calls for no driveway access onto 250 East. Ryan replied if access is not allowed off of 250 East then developing the parcel is not viable.

Ryan mentioned the council has the final option on allowing driveway access on 250 East. Craig mentioned the plan being discussed is a transportation plan agreement between Smithfield, Hyde Park and North Logan.

Curtis asked if another road could be added in the subdivision to keep driveway access off of 250 East? Ryan replied another road is not an option and if access off of 250 East is not allowed the project is not possible.

\*\*\*A motion to deny Ordinance 17-17, an Ordinance rezoning Parcel Number 08-117-0004 from A-10 (Agricultural 10-Acre) to R-1-10 (Single Family Residential 10,000 Square Feet) was made by Kris, seconded by Barbara and the motion passed by a vote of 3-2.\*\*\*

Yes Vote: Kent, Monson, Barnes

No Vote: Hunsaker, Wall

Ryan thanked the council for their attitude and willingness to look at several projects over many years as the council had always been very kind and courteous to work with.

<b>PRESENTATION BY J-U-B ENGINEERS ON THE NEW MASTER PLANS FOR WATER, STORM WATER AND TRANSPORTATION.</b>
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Chris Slater from J-U-B Engineers informed the council the general plan had been worked on for two years and was recently adopted in the spring of 2017. The master plans for transportation, water and storm water have been prepared based off of the information in the new general plan.

Rod Eldridge from J-U-B Engineers reviewed the Transportation Master Plan Update with the council and listed some of the key points.

The plan is being updated from the last update in 2005.

The North County Transportation Plan was adopted in February 2017.

New roadways have been included to support future annexation.

Sixty-six Project Segments were identified.

The priority projects are 680 North in the next five years and 250 East in the next five to ten years.

New maps were provided for the transportation master plan, North County Transportation plan, a forecast traffic volumes map and proposed roadway network plan.

600 South was graded as a “D” on the Forecast Traffic Volumes map on a scale with “A to C” being acceptable and “D” not being acceptable.

The plan encourages no driveways to be allowed onto 250 East in the south end of the city, county or Hyde Park.

A Transportation Capital Improvement Plan was shown with costs of the following:

Projects needing completion in the next five years:

- 680 North from Main Street to 350 East, estimated cost \$1,056,000.
- 680 North from 350 East to 900 East, estimated cost \$4,243,000

Total Cost: \$5,299,000

Projects needing completion in the next five to ten years:

- 250 East from the proposed annexation boundary to 1000 South, estimated cost \$1,831,000
- 250 East from 1000 South to 600 South, estimated cost \$4,103,000
- 250 East from 600 South to 400 South, estimated cost \$2,356,000

Total Cost: \$8,290,000

Total cost of 61 additional projects needed in ten plus years: \$161,114,000

Barbara asked if UDOT (Utah Department of Transportation) helped prepare this plan? Rob replied this plan is specific to the city and does not include any input or information from UDOT.

Chris reviewed the water master plan with the council.

#### Overview of the Water Plan

- Existing Model Update
- Added New Demands
- Future Model Update
- Incorporated Updated Future Land Use
- Planned Build Out of the System
- Prepared a Capital Facilities Plan

The following maps were presented to the council: existing water system, existing water system with proposed improvements, Year 2022 water system with proposed improvements and build out water system with proposed improvements.

The last plan was completed in 2005.

The plan is ever changing as new developments come into town they are required to have a water model completed for the development which the city incorporates immediately into this plan.

The plan is for culinary water service only and does not account for secondary water or the secondary water system.

Fire flow requirements determine the size of the pipe.

Areas of concern are identified on the maps.

The proposed improvement map is based on five years as impact fees need to be spent within that amount of time per state law.

New projects have been identified. A new tank and well are proposed in the Northeast part of the city. Right now the storage of the city is almost at its limit. The new tank would hold two million gallons. A new well would be needed to feed the new tank.

A pressure reducing station would be needed in the northern part of town when the new proposed tank goes online.

Jeff asked where the pressure reducing station would be located? Clay stated west of the new tank.

Jeff stated the well rights from the Del Monte well could be transferred to that area.

Chief Downs asked about fire flow around the cemetery. Chris replied schools are considered first when it comes to fire flow requirements. Looping several of the water lines in town would get rid of fire flow issues.

Chief Downs asked what the fire flow is based on? Chris replied 3,500 gallons per minute for three hours for schools. Chris asked if that is adequate? Chief Downs replied it is adequate.

Chris mentioned businesses and large buildings are based on 2,000 gallons per minute and residential is based on 1,000 gallons per minute. Chief Downs replied he would prefer 1,500 gallons per minute for residential.

Chris mentioned for the build out of the system eight inch pipe is recommended. The piping at the new proposed tank would be larger. The long term plan shows two new tanks in the Southeast part of town. The new tank in the Northeast part of town is projected to be suitable for 15 years before an additional tank is needed in the southern part of town.

The following water system cost summary was provided:

- Projects needing to be completed in 2017. Estimated cost: \$655,000
- Projects needing to be completed no later than 2022. Estimated cost: \$4,089,000
- Projects needing to be completed prior to build out. Estimated cost: \$7,696,000
- Replacement of existing 6 inch water lines with 8 inch water lines. Estimated cost: \$4,448,000

Total estimated cost of water system improvements: \$16,888,000

Jeff asked if the new water lines which were recently installed in the Crow Mountain Road were eight inch? Clay replied all of the new water lines in that area are a minimum of eight inch and some as large as twelve inch.

Barbara asked if this plan takes into account water rights and shares? Chris replied water rights and shares are totally separate from this plan. The rights and shares are listed in the plan for informational purposes but not as part of the cost of the system improvements.

Chris discussed the Storm Water plan with the council.

#### Storm Water Plan Goals

- Identify existing deficiencies
- Prepare a prioritized list of capital improvement projects to complete within the next five years.
- Prepare a conceptual plan to serve the city at buildout
- Prepare a list of projects needed to serve the city at buildout
- Provide storm water collection recommendations

The council was provided with the following maps: current system map, calculation of storm water collected per area map, areas of improvement map and the long term build out map.

The biggest issue in the existing system is the size of the pipe going west on 1000 South from Main Street going west.

There are piping problems in the Forrester Acres area as well as the piping is too small.

All new developments are required to detain their water at a rate of 0.1 CFS (Cubic Feet per Second).

Eight projects were identified as needing to be completed in the next five years.

The total cost of all of the projects is estimated at \$5,983,000. It is anticipated developers will pay \$3,780,000 of this cost and the city will pay \$2,203,000.

The buildout of the entire system is estimated to cost \$30,647,000 for projects included in the five years or after plan.

The existing system has adequate capacity for the runoff from a 25 year one hour storm with the exception of a few areas.

Large amounts of concentrated regional runoff are generated in the future with new development detaining to 0.1 CFS per acre.

A regional pond is needed on the west side of town prior to entering natural drainages.

The following recommendations were made:

- Develop and charge an impact fee
- Update design standards
- Require detention for all future developments
- Begin a five year capital improvement plan
- Purchase land for regional detention ponds before development
- Monitor the performance of Skunk Hollow

**PUBLIC HEARING, NO SOONER THAN 6:30 P.M., TO DISCUSS THE NEW WATER MASTER PLAN, STORM WATER MASTER PLAN AND TRANSPORTATION MASTER PLAN.**

\*\*\*The public hearing opened at 7:25 P.M.\*\*\*

Mayor Simmons mentioned all of the plans are extensive and detailed.

DOUG PETERSEN: I am the public works director for the city. Water is my biggest concern. Before the city upsized the Birch Creek Well the city could have run out of water. Sometimes we have to run the pumps 24 hours per day. There was one instance where the SCADA system gave out bad readings and the pump did not come. This resulted in the 1.5 million gallon water tank being run dry in seven hours. New sources and a reservoir need to be considered. The proposed location in the Northeast part of town is a good area for a tank and well. I don't want the city to run out of water.

\*\*\*The public hearing was closed at 7:28 P.M.\*\*\*

**DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 17-14, A RESOLUTION ADOPTING THE STORM WATER MASTER PLAN.**

Mayor Simmons mentioned utilities are some of the most significant items the council is involved in.

Barbara asked if storm water is regulated by the federal government? Chris replied the EPA (Environmental Protection Agency) monitors the state and the state in turns monitors cities and counties in the state.

Barbara asked what regulations the city can control? Chris replied the size of storm to plan for is determined by the city. Treatment is determined by the EPA and state.

Jeff asked if the reservoir on the west side of town could go on the city owned wetlands? Chris replied that specific parcel should work. Permitting would be required through the Army Corp of Engineers as the area is designated a wetland area at this time. A berm would be required around the outer edge. Basically an above ground pond would be created.

Mayor Simmons asked what a regional pond is? Chris replied each new development will have a detention pond and those ponds will drain into the city owned pond. The city owned pond is called a regional pond since other ponds drain into it.

Jeff asked what size of pipe is needed on 1000 South? Chris replied the current plan calls for a 30 inch diameter pipe to be installed. As the city grows a second 30 inch pipe would be installed next to the other 30 inch pipe that needs to be installed now. Pipe above 30 inches in diameter is very expensive and it is cheaper to have two 30 inch pipes than pipe larger than 30 inches.

Jeff asked if the pond is the priority or the piping to the pond? Chris replied the piping is the top priority as the pond is not needed if there is not piping to get the storm water to the pond.

\*\*\*A motion to adopt Resolution 17-14, a Resolution adopting the Storm Water Master Plan (June 2017) was made by Curtis, seconded by Jeff and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Monson, Barnes, Wall

No Vote: None

<p><b>DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 17-15, A RESOLUTION ADOPTING THE TRANSPORTATION MASTER PLAN UPDATE.</b></p>
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Jeff asked why 250 East is not extended all the way through town? Rob Eldridge replied because in the middle and north part of town it is a heavy residential area that has already been developed. There is flexibility going south to Hyde Park where development has not occurred. Kris mentioned when Janice Mickelson was on the council years ago her focus was to keep 250 East from being a major corridor through the city.

Deon asked how having a new high school effects this plan where lots of kids that drive go to the new school (Green Canyon) and very few 9<sup>th</sup> graders that are now at Sky View High School can drive? Rob mentioned growth is based at a rate of 2.5% annually. Deon replied all projections show the valley doubling in size relatively quickly. Chris Slater replied the growth rate the governor's office is using is less than what the city staff had projected so the higher rate was used in the reports.

Deon expressed concern for no new major roads going north to Richmond and then onto the Idaho border. The only major road is the existing highway. The plan for the county needs to include a new major road on the west side of Smithfield going north.

Craig mentioned this plan is based on Smithfield being the starting point not the ending point. The plan shows how the residents will get to the main roads and then go south.

Mayor Simmons mentioned he is on the CMPO (Cache Metropolitan Planning Organization) board and there is a county road master plan. There is a planned main road on the west side of Logan that extends past Smithfield to the west. Chris stated the regional corridor plan calls for a new major road quite a ways to the west of the current city limit.

Deon mentioned the short term plan calls for 680 North to be developed. Who is going to pay this cost? There are major slope issues to deal with. Several of the landowners in the area have no intent in developing their land at this time. Why are land costs not included in the plan? Rob replied developers will pay the cost of the roads as they build their developments.

\*\*\*A motion to adopt Resolution 17-15, a Resolution adopting the Transportation Master Plan Update (June 2017) was made by Kris, seconded by Curtis and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Monson, Barnes, Wall

No Vote: None

<b>DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 17-16, A RESOLUTION ADOPTING THE WATER MASTER PLAN UPDATE.</b>
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Mayor Simmons mentioned the plan is extensive and detailed. The plan can be updated and modified as needed.

Jeff asked where the new potential well would go in the Northeast part of town? Craig replied most likely east of the Neighborhood Non-Profit Subdivision which is located on Crow Mountain Road.

Jeff asked why a well was needed by the new proposed tank when a shallow well could be drilled on Canyon Road? Clay replied the transportation costs such as piping and booster pumps would be more expensive than drilling a new well by the new tank.

Jeff asked if the new tank would be covered? Clay stated that is correct.

Jeff asked if the new tank would be concrete? Clay replied that is correct.

Chris Slater mentioned the closer the well is to the tank the cheaper the pumping costs will be as well as maintenance and repair.

Deon stated the plan is not accurate where land costs are not included in the projected costs.

Deon mentioned he feels the city ordinance needs to be changed to require developers to bring in ¼ share of water which equates to one acre foot of water rather than one share which equates to four acre feet of water as part of their development agreement.

\*\*\*A motion to adopt Resolution 17-16, a Resolution adopting the Water Master Plan Update (June 2017) was made by Barbara, seconded by Kris and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Monson, Barnes, Wall

No Vote: None

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

Craig mentioned the council had authorized gates to be put at both ends of the access road to shutoff all traffic when the splash pad was being used in the summer. A new restroom facility was just installed in the area. The bridge and road are very narrow and not an official road.

Principal Troy Pugmire met with Chief Allen and Craig to discuss his concerns about safety and traffic flow at Summit Creek Elementary School. Principal Pugmire informed Craig and Chief Allen his preference is all drop off and picking up of students would be better on 100 West. There are painted parking stalls, a crosswalk and adult supervisors on the west side of the school during pickup and drop off.

Kris asked if Principal Pugmire wanted all drop off and pickup of students to be at the front of the school which is 100 West? Craig stated that is correct.

Craig explained if the council chooses to remove the access road a 10 foot wide trail will go through the area and additional green space will be added.

Barbara asked the width of the current road? Craig replied he was not sure.

Chief Allen informed the council he had observed pickup and dropping off of students and there are major safety issues on the east side of the school during this period of time. Chief Allen felt it would be appropriate to remove all pickup and drop off access on the east side of the school because of safety issues.

Mayor Simmons asked Craig and Chief Allen why they had met with Principal Pugmire to start with? Craig replied Principal Pugmire had contacted him with safety concerns about the area. There are children running in and out of the school and between cars. There are significant blind spots in the area. The library access is in the same area with patrons coming and going during student pickup times as well.

Mayor Simmons stated he wanted Principal Pugmire to come before the council to discuss his concerns. Residents want to keep the access road and see it open. Mayor Simmons wanted more details from Principal Pugmire on why he wanted to see all access to the east side of the school removed.

Mayor Simmons asked if the Center Street drop off and pickup is a problem? Chief Allen responded cars will back up all the way down Center Street and onto the highway waiting to pick up their children. There are safety issues for people turning left and right onto the highway.

Barbara mentioned even if the access road is removed there is still a major problem with access, parking and safety on the Center Street access point.

Mayor Simmons asked why the school would want all access only from the west? Chief Allen responded for safety and control purposes. Craig mentioned there are teachers and aides helping on 100 West but there is not anyone helping on Center Street.

Mayor Simmons suggested closing access from the east for a few days as a trial run to see how it goes.

Craig mentioned another option is to relocate the crosswalk at Center Street to 100 North. There are many options to consider to try and help the school with their concerns.

Barbara asked if turning left onto the highway could be stopped? Chief Allen responded if appropriate signage is put in place it can be done and citations can be issued as well.

Barbara mentioned everyone who contacted her about this request wants the road open during the school year and closed when the splash pad is open.

Mayor Simmons mentioned he did not want to make a decision until Principal Pugmire comes before the council to be part of the discussion.

Jeff asked the number of buses that go to the school. Craig replied there are six regular buses and one handicap bus.

Jeff asked if the buses all arrive at approximately the same time? Craig stated that is correct.

Barbara mentioned children go to the school from Amalga and it is easier for them to use the access road and turn left to head towards home.

Craig mentioned there are designated parking stalls for the buses and they park on an angle to take up less space.

Wendy Lawyer mentioned there is no sidewalk in the area around the west side of the library so children don't know where they should or should not go.

Craig reminded the council the school district owns part of the access road leading from the school over towards the splash pad area so they can control what is done in the area.

Chief Allen mentioned parents will park in the library parking lot waiting for their children. Cars are exiting Center Street and driving north to leave while children are running across the road to the library parking lot. It is an unsafe situation.

Jared Gibbons mentioned his wife used to be a crossing guard for the city. Turning onto the highway is a problem. Lots of parents use the Center Street pickup and drop off area. They want the 100 North access road opened so there is easy access to the signal light on the highway. Right now turning left onto the highway without being at the signal light is not safe.

Chief Allen mentioned all traffic diverted to 100 West still has access to the signal light at 100 North and can easily turn left to go towards Amalga.

Barbara mentioned if the road is removed where will it be removed at? Craig replied from gate to gate. The bridge will be left. Jeff mentioned the bridge is old and narrow and two cars cannot pass each other.

Mayor Simmons mentioned he would like Principal Pugmire to come in for this conversation to continue further. Jeff concurred.

**\*\*\*TEMPORARY ADJOURNMENT FOR RDA BOARD MEETING\*\*\***

The council meeting was temporarily adjourned at 8:05 P.M.

The council meeting reconvened at 8:57 P.M.

**DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 17-13, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE FOR THE CITY.**

Craig informed the council of the following proposed changes.

Removal of business license fees for Home Occupations which are considered non-disruptive. The state does not allow for a fee to be charged in this case.

Addition of new golf fees for sales such as Christmas, Valentine's, spring, fall and Black Friday.

New fees for fall discounted punch passes.

Addition of clubhouse rental fee for the high school golf team banquets.

Addition of a fee for a medium bucket of range balls.

Utility fee changes of the following:

Re-billing "Penalty" charge from \$5.00 to \$10.00  
Shutoff notice mailed from \$15.00 to \$30.00  
New item: shutoff notice emailed or texted would be \$5.00  
Turn on fee would be changed from \$25 to \$50

The following verbiage was added to the recreation center fees:

Youth program fees may be reduced or waived for Smithfield residents who qualify for the fee reduction program. (See application)

Rental of the equestrian area was added for both hourly and daily charges.

The rental fee for Central Park was changed from \$20 to \$75 because of the new amenities available at Central Park.

Discounts were added for groups renting city owned buildings on a long term basis.

Jeff asked what is considered a special event? Craig replied something such as a horse pull contest where a fee is charged by those renting the city facility. A definition is provided in the fee schedule for clarity.

\*\*\*A motion adopting Resolution 17-13, a Resolution amending Smithfield City's Prevailing Fee Schedule was made by Kris, seconded by Curtis and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Monson, Barnes, Wall

No Vote: None

<b>DISCUSSION AND POSSIBLE VOTE ON UPDATES TO THE EMPLOYEE PERSONNEL MANUAL.</b>
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Craig mentioned the current policy does not include a non-fraternization policy. The proposed policy would define what is allowed in relationships between employees where both people work for the city.

Mayor Simmons asked for clarification on exactly what is being added to the manual. Jeff replied when two employees are dating each other and one of them is a supervisor what is allowed and not allowed. Craig replied that is correct as an employee cannot date their supervisor as it would be easy to give unfair treatment to that employee.

Barbara mentioned the policy does allow the couple to stay together if they wish as some options are given. Kris replied in some cases it could result in termination of the supervisor. Craig replied the supervisor is more liable as they are considered in a position of authority.

Curtis asked who would be told about these types of relationships? Craig stated the department head needs to be notified as well as the city manager.

\*\*\*A motion to approve adding a Non-Fraternization policy to the employee personnel manual was made by Barbara, seconded by Deon and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Monson, Barnes, Wall

No Vote: None

<b>CITY MANAGER REPORT</b>
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Craig informed the council the annual city employee Christmas luncheon will be held on Thursday, December 14<sup>th</sup> at the Birch Creek Clubhouse starting at 1:00 P.M. The council and mayor are invited to attend as well.

The Domino's Pizza building is almost complete and they are scheduled to open for business on Monday, October 16<sup>th</sup>.

Craig asked Chief Allen to inform the council about current issues with animal control in the city.

Chief Allen informed the council with Denton Call accepting employment elsewhere the city currently does not have an animal control officer. Right now the majority of the calls in this regard are being handled by individual homeowners or by the Utah Division of Wildlife Resources. The city is not in a position at this time to shelter any animals.

The North Park Police Department had been contacted to see if they would contract with the city. They are not able to at this time as their officer is already working too many hours.

The Cache County Sheriff's Office was contacted as well and they are short on the number of animal control officers they have on staff. They are not able to offer a contract at this time as well.

Chief Allen asked the council for permission to create a job description for this position and advertise the job to see if there is anyone willing to apply.

Craig mentioned this would be a new budgetary request and is not included in the current police department budget.

Chief Allen mentioned if someone is hired they would be provided the appropriate training. The position is considered a civilian position and the employee does not need to have law enforcement credentials for this position. Euthanasia and chemical capture would be taught.

Mayor Simmons asked if the new position would be doing the same job Denton was doing in the past? Chief Allen replied that is correct other than Denton was a licensed law enforcement officer where this new position would not require that certification.

Curtis asked if the new employee would use a city owned vehicle? Chief Allen stated that is correct. The new employee would not dress like a police officer as they do not have arrest powers and would not carry a firearm.

Curtis asked for a cost of the new proposed position. Chief Allen replied if the new employee was hired for 20 hours per week at \$13.00 per hour it would cost approximately \$15,000 per year for the position.

Chief Allen mentioned he talked to the Cache County Sheriff's Office about the contracts they have with other communities. For seven hours of service per week from the sheriff's office the annual cost would be \$17,000.

Barbara asked Chief Allen if Denton did the animal control duties on top of his patrol duties? Chief Allen stated that was correct.

Chief Allen mentioned approximately 15% of the calls received by the department are animal control related. This equates to around 600 to 700 animal control calls per year.

Kris asked if the new position would deal with wildlife related issues? Chief Allen mentioned that would be up to the council to decide. In the past, all wildlife related issues have been sent to the Utah Department of Wildlife Resources (DWR) office.

Curtis mentioned he talked to the DWR office in Ogden and was informed there is only one wildlife resources officer in Cache Valley and he is already overwhelmed with work that needs to be done.

Chief Allen mentioned his current patrol officers are dealing with cases as they come along such as stray dogs and barking complaints. The long term concern is dog bite cases or aggressive dogs that need to be dealt with.

Kris mentioned the city needs an animal control officer on staff.

Curtis mentioned Denton did the annual rabies clinic as well and it was a success. Chief Allen replied the new position would be responsible for an annual rabies clinic as well.

Curtis asked who pays the cost when a homeowner takes a dog or cat to the local humane society shelter? Chief Allen responded the homeowner would bear the cost.

Kris asked where in the budget the funding would come from? Craig replied the budget needs to be reviewed. Before a cost can be determined the job needs to be advertised to see if anyone even applies.

Curtis asked if the new position would be benefited? Craig replied it would not.

Chief Allen asked if the position could be created and advertised to see how many applicants would apply.

Curtis mentioned he had been to the local humane society shelter and was informed Logan City charges \$75 to a person who wants to get their dog back. Curtis mentioned this might be a way for the city to generate revenue to help pay for the position. Chief Allen replied the bail schedule would need to be updated as currently the impound fee is \$25 and then a daily fee is charged as well.

Kris suggested creating and advertising the position to see if anyone would apply. Curtis agreed and mentioned right now it is hard to find full-time employees and even harder to find part-time employees.

Mayor Simmons asked if this position would handle kennel and cattery issues as well? Chief Allen stated that was correct.

Mayor Simmons asked if there are any private businesses that offer this service? Chief Allen replied he was not sure but would have to check into it if the city does not hire someone to fill the position.

Jeff asked what a typical animal control incident is for? Chief Allen replied mainly for stray dogs running loose. So far there have not been any major animal control incidents since Denton left employment with the city.

Curtis mentioned Nolan Krebs, animal control officer for the North Park Police Department, had been helpful to Denton and could possibly help the new hire as well.

## **COUNCIL MEMBER REPORTS**

Deon asked why Smithfield does not have a gardener's market like North Logan and Logan do? Mayor Simmons replied if Deon or any council member wants to start something like this it is up to them to oversee it.

Deon mentioned while he was attending the Utah League of Cities and Towns Meetings he visited with Paul Hansen. Paul helps oversee the Smithfield Blue Sox baseball program. Deon was concerned interest was dropping in supporting the Blue Sox team. Fewer local athletes are playing for the team. Deon mentioned Paul told him two concerns he had are the lack of parking and the need for a new restroom facility with a changing area.

Mayor Simmons asked how having a new bathroom and changing area will get more local kids involved and more people to attend the games? Deon said he was not sure but was passing along information from Paul.

Barbara asked how many new parking stalls will be created with the expansion of Forrester Acres on the Pitcher property to the west? Craig replied right now it is projected to add 50 to 60 parking stalls.

Craig mentioned a new restroom facility could be installed similar to what was just put in at Central Park but it would be at a significant expense. Deon mentioned players from out of town teams need a place to change.

Mayor Simmons asked if the parking lot needs to be striped? Craig replied the parking lot is currently striped.

Curtis mentioned he felt low attendance is the biggest issue and more parking stalls and a new restroom facility will not change the number of people attending.

Deon mentioned when more local players participate the attendance is higher. This year was out of the ordinary as there were some coaching changes and the players were unsure of what changes were going to take place.

Craig asked how many teams are still in the league? Deon replied Providence, Hyrum, Logan, Pocatello and Smithfield had teams this year.

Barbara asked what type of organization the Blue Sox are considered? Craig replied they are a private entity.

Deon mentioned with the retirement of Dr. Todd Brown there is no longer a doctor working in the city. Dr. Brown's assistant transferred to the InstaCare clinic in Hyde Park.

Deon thanked Summit Creek Sinclair for having the dinosaur decorating contest as it had sparked a lot of interest and conversations by the residents.

Deon informed the council he had been visiting with the developer of the Cantwell property and all of the old asphalt was torn up, recycled and used as road base for the new project.

Barbara mentioned the youth council is busy in October. Outside of their regular monthly meeting they will be helping with the Trick or Treat Street on Friday, October 27<sup>th</sup> and with the Senior Ball on Saturday, October 28<sup>th</sup>. Mayor Simmons mentioned he attended a recent youth council monthly meeting and the volunteer leaders are doing an excellent job and the kids are excited to be involved.

Kris mentioned the city staff needs to keep in mind the Bonneville Shoreline Trail will eventually make its way to Smithfield and the council and staff need to plan for it. Developers on the east side of town up by the mountains and high voltage power line area need to be made aware of the trail if it goes through their property.

Jeff mentioned Joshua Higginbotham completed his Eagle Scout project which was the construction of a GaGa Ball pit at Mack Park. Several other Eagle Scout projects are being completed around the city as well at this time.

The historical society met on Saturday, October 7<sup>th</sup> and honored Dr. Todd Brown as well as Elaine Coleman.

David Olson talked about the first written history of the city which was completed by his grandfather in 1925.

The new Christmas star was unveiled and will hang on the Youth Center during the holiday season.

Jeff asked for an update on the mini-subdivision ordinance. Craig replied it will most likely go before the planning commission in December or January and come to the council the following month for consideration.

Curtis mentioned the Chamber of Commerce was meeting on Thursday, October 12<sup>th</sup> to finalize the Trick or Treat Street activity and talk about the annual Night of Giving event which will be held on Saturday, December 2nd.

Stacey Dority is resigning from her position with the chamber at the end of the year and her assistant Nicole Zollinger will be taking over.

<b>MAYOR'S REPORT</b>
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Mayor Simmons reminded the council the November council meeting had been rescheduled from Wednesday, November 8<sup>th</sup> to Wednesday, November 15<sup>th</sup>.

Justin explain the council is required to canvass the election results no sooner than seven days after the general election but no more than 14 days after the general election so the council meeting was rescheduled to meet this requirement.

Barbara asked when early voting started? Justin replied early voting will be held at the city office building from October 24<sup>th</sup> to October 27<sup>th</sup> and from October 30<sup>th</sup> to November 3<sup>rd</sup> during regular business hours. The general election will be held on Tuesday, November 7<sup>th</sup> at the Civic Center.

*\*\*\*Barbara made a motion to adjourn at 9:42 P.M.\*\*\**

**SMITHFIELD CITY CORPORATION**

\_\_\_\_\_  
Darrell G. Simmons, 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, October 11, 2017**. The meeting will begin at 6:00 P.M.

Welcome and Opening Ceremonies by Curtis Wall

1. Approval of the city council meeting minutes from September 6, 2017
2. Resident Input
3. Introduction of new full-time fire department employees.
4. Introduction of a new police officer.
5. Discussion and possible vote on Ordinance 17-17, a request to rezone property located at 250 East from 600 South to 800 South from A-10 (Agricultural 10-Acre) to R-1-10 (Single Family Residential 10,000 Square Feet). Parcel Number 08-117-0004 which is 12.18 Acres.
6. Presentation by J-U-B Engineers on the new master plans for water, storm water and transportation.
7. Public Hearing, no sooner than 6:30 P.M., to discuss the new water master plan, storm water master plan and transportation master plan.
8. Discussion and possible vote on Resolution 17-14, a Resolution adopting the Storm Water Master Plan.
9. Discussion and possible vote on Resolution 17-15, a Resolution adopting the Transportation Master Plan Update.
10. Discussion and possible vote on Resolution 17-16, a Resolution adopting the Water Master Plan Update.
11. Discussion and possible vote on the removal of the access road on the east side of the splash pad located at approximately 50 West 100 North.

\*\*\*Temporary Adjournment for RDA Board Meeting\*\*\*

12. Discussion and possible vote on Resolution 17-13, a Resolution updating the Prevailing Fee Schedule for the city.
13. Discussion and possible vote on updates to the Employee Personnel manual.
14. City Manager Report
15. Council Member Reports
16. 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.