

**SMITHFIELD CITY COUNCIL**

**OCTOBER 14, 2020**

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, October 14, 2020. The meeting began at 6:30 P.M. and Mayor Jeffrey H. Barnes was in the chair. The opening remarks were made by Wade Campbell.

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

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

VISITORS: Michelle Anderson, Aaron Jensen, Bryce Goodin, Janet Johnson, Nathan Whittaker

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM SEPTEMBER 9, 2020.**

\*\*\*A motion to approve the September 9, 2020 city council meeting minutes was made by Wade, seconded by Curtis and the vote was unanimous.\*\*\*

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

No Vote: None

**RESIDENT INPUT**

There were not any comments or questions.

**APPROVAL OF DIANA DESPAIN AND AMANDA GROVER AS MEMBERS OF THE SMITHFIELD CITY TREE COMMITTEE.**

Mayor Barnes mentioned two of the Tree Committee members stepped down.

There are two residents who are willing to serve; Diana Despain and Amanda Grover.

Wade and Jon mentioned they knew Diana and she will be a great asset to the committee.

Mayor Barnes mentioned Amanda works at Nucor Steel.

\*\*\*A motion to appoint Diana Despain and Amanda Grover as members of the Smithfield City Tree Committee was made by Wade, seconded by Curtis and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY VHD, LLC FOR APPROVAL OF THE FINAL PLAT FOR EAST VIEW LANDING, A (35) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 340 EAST 600 SOUTH. ZONED R-1-10.**

Mayor Barnes mentioned the proposed subdivision is located south of Sky View High School.

Mayor Barnes mentioned new roads will connect onto 600 South as well as to the Canyon View Subdivision to the west.

Mayor Barnes asked what the dead end road in the southeastern part of the subdivision is for? Wade replied in case there is future development in the area to the east. Bryce Goodin concurred.

Jamie asked if the drainage easements are part of the building lots? Bryce replied they are. Clay mentioned the city code was recently changed in this regard but this subdivision application had already been submitted before the ordinance change so the old code applied in this case.

Curtis asked if a new Final Plat Application is being used? Clay replied all of the items in the application were already in the code but they were incorporated into the application so they can be easily reviewed.

Mayor Barnes asked if the Godderidge Family still owns the parcel? Bryce replied they do not. Visionary Homes owns the parcel now.

Clay mentioned himself and the city attorney reviewed and approved the Final Plat.

Mayor Barnes asked Bryce when they intend to start working on the subdivision? Bryce replied he was not sure. It will depend on when an excavation contractor can get there. The hope is to start the project by the end of the year.

Jon asked if the intent is to start as soon as possible? Bryce replied that is correct.

\*\*\*A motion to approve the Final Plat for East View Landing, a (35) lot/unit subdivision located at approximately 340 East 600 South was made by Jamie, seconded by Wade and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY BLUE OX DEVELOPMENT FOR APPROVAL OF THE FINAL PLAT FOR ELK RIDGE SUBDIVISION PHASE 5, A (12) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 1300 EAST 120 SOUTH. ZONED R-1-12.**

Mayor Barnes mentioned the proposed phase would add twelve building lots to an existing subdivision.

Wade asked if there are any issues or concerns with the proposed subdivision? Clay replied himself and the city attorney have reviewed and signed off on the final plat.

Mayor Barnes asked what the setback is from the power lines? Clay replied fifty feet from the center of the power lines.

Jamie asked if the storm water flows to the detention pond on 1000 East? Clay replied that is correct. The pond was originally designed and sized to take all of the storm water from the entire development which includes this phase.

Jamie asked where the storm water flows to after it enters the detention pond? Clay replied this detention pond flows to the golf course.

Jon asked if another development to the north will be started and infrastructure installed before a certificate of occupancy is issued for any of these twelve building lots where there are not two exit points? Aaron Jensen replied there will be. Right now his company is working on a new subdivision called The Cove and it is directly north of this phase and they will be worked on at the same time.

Chief Downs replied a second access is required if there are more than 32 lots.

Aaron mentioned this phase will not start until The Cove Subdivision starts as well.

\*\*\*A motion to approve the Final Plat for Elk Ridge Subdivision Phase 5, a (12) lot/unit subdivision located at approximately 1300 East 120 South was made by Wade, seconded by Jamie and the vote is unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION PETITION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY DAN SUNDSTROM FOR PARCEL NUMBERS 08-123-0001 & 08-123-0006 AND DIRECT THE PUBLICATION OF SUCH PETITION IN THE HERALD JOURNAL ON OCTOBER 17<sup>TH</sup>, 24<sup>TH</sup> AND 31<sup>ST</sup>. THE PARCELS ARE LOCATED AT APPROXIMATELY 1080 EAST 600 SOUTH. THE PARCELS TOTAL APPROXIMATELY 35.27 ACRES.**

Justin mentioned this annexation request is for land west of the SV Hill.

There were a couple of minor clerical errors with the survey and they have been corrected.

The public hearing and vote of the city council will occur at the city council meeting on Wednesday, November 4<sup>th</sup>.

Mayor Barnes asked who owns the small sliver of land in the annexation request? Justin replied it is a road and owned by Smithfield City.

Mayor Barnes asked if there are slope issues with the property? Clay replied the developer will have to deal with some slope related issues when the parcel is developed. Those issues would be discussed during the subdivision approval process.

\*\*\*A motion to approve the Certification of Annexation Petition for Parcel Numbers 08-123-0001 and 08-123-0006 was made by Wade, seconded by Curtis and the vote was unanimous.\*\*\*

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

**DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION PETITION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY DAN SUNDSTROM FOR PARCEL NUMBERS 08-117-0018, 08-119-0016 & 08-119-0008 AND DIRECT THE PUBLICATION OF SUCH PETITION IN THE HERALD JOURNAL ON OCTOBER 17<sup>TH</sup>, 24<sup>TH</sup> AND 31<sup>ST</sup>. THE PARCELS ARE LOCATED AT APPROXIMATELY 850 SOUTH 250 EAST. THE PARCELS TOTAL APPROXIMATELY 23.51 ACRES.**

Justin mentioned this annexation request is on 250 East south of the Canyon View Subdivision.

There were a couple of clerical errors on the survey which were fixed.

Mayor Barnes asked who owns the two parcels south of the annexation request? Jon replied the McCulloch family.

Mayor Barnes asked who owns the three parcels being considered for annexation? Jon replied the Low family. Justin mentioned each parcel is owned by a different member of the Low family.

\*\*\*A motion to approve the Certification of Annexation Petition for Parcel Numbers 08-117-0018, 08-119-0016 and 08-119-0008 was made by Jamie, seconded by Wade and the vote was unanimous.\*\*\*

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

**DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 20-16, A RESOLUTION ACCEPTING A PETITION FOR ANNEXATION ON CERTAIN REAL PROPERTY UNDER PROVISIONS OF SECTION 10-2-406 AND 10-2-405, UTAH CODE ANNOTATED, AS AMENDED. THE PARCELS BEING CONSIDERED FOR ANNEXATION ARE LOCATED AT APPROXIMATELY 300 SOUTH 1400 EAST. PARCEL NUMBERS 08-121-0007, 08-121-0006, 08-121-0008 & 08-124-0002. THE PARCELS TOTAL APPROXIMATELY 37.50 ACRES.**

Justin mentioned there are five parcels in this annexation request.

Parcel Number 08-124-0011 is a road but is also a parcel. The road is private and a parcel all by itself.

The proposed Resolution would be the first step in the annexation process.

Jamie asked if the gravel pit to the south of these parcels is still functioning? Justin replied it is.

Mayor Barnes mentioned there are high voltage power lines running across some of the parcels.

Wade mentioned Dr. Nathan Whittaker emailed the mayor and the council members. Dr. Whittaker's questions in the email will be answered later in the process after the public hearing.

Jon asked about the slope of the parcels. Clay replied where this is a new request he had not had the chance to review the request yet. Hyde Park City does have an easement through the area for their culinary waterline.

Jamie mentioned he had concerns about the annexation request. The General Plan shows this area in the annexation boundary of the city but it also shows the land being zoned open space. The city needs to maintain a wildfire protection area. Wade concurred.

Jamie stated he did not see a benefit to annexing the parcels into the city where the high voltage power lines run across the parcels as there is no advantage to the property owner to come into the city.

Jon mentioned previous city councils have drawn a line with no new development being allowed east of the high voltage power lines. Jon was not sure the city had developed far enough to the east at this time to entertain this annexation request. There is still a lot of open space on the east side of town below these parcels.

Jon mentioned he had concern with the slope of the parcels as well. Clay mentioned the slope of 600 South east of where the asphalt road currently ends is greater than 10% and that is why the road has not been extended further east. Mayor Barnes mentioned not all of the area is a steep slope.

Nathan Whittaker stated he was working with civil engineers from Cache Landmark on this project. The majority of the parcels have a slope of less than ten percent. The main area with a slope issue is the southwest corner of the south parcel.

Nathan stated he would have provided this information at this time but was not aware it was needed at this point as he was told by the staff this discussion would happen at a later date after the public hearing.

Jamie asked what the advantage is for those west of the Parkinson road to annex into the city? Nathan replied the area is included in the annexation plan of the city. The area is shown as a

developable area on the future zoning map. The city will receive a little bit of property tax revenue from each parcel if annexed. The value of the land will increase if annexed.

Nathan mentioned the high voltage power lines cross Parcel Numbers 08-121-0005 and 08-121-0007 but the majority of the time they are on his parcel.

Nathan mentioned if the other property owners knew this item would be discussed they would have been in attendance but they were told the discussion happens at the public hearing meeting which happens at a later date.

Curtis asked if the request should be tabled? Craig replied this is the first step in the process. There is no reason to table the request where it will come back before the council again for a discussion and vote after the public hearing. Information can be gathered between now and the public hearing for the applicant and the council to review. Justin concurred.

Nathan mentioned a trail could follow the power lines.

Mayor Barnes mentioned there are water pressure concerns to these parcels.

Mayor Barnes mentioned there is a 50 foot right-of-way associated with the power lines as well.

Jon mentioned a water model needs to be completed for the area. Clay replied it would be required for any proposed subdivision.

Jon asked Nathan to have the water model completed before the public hearing on the annexation request. Nathan replied he would.

\*\*\*A motion to adopt Resolution 20-16, a Resolution accepting a Petition for Annexation for Parcel Numbers 08-121-0007, 08-121-0006, 08-124-0011 and 08-124-0002 was made by Wade, seconded by Curtis and the motion passed by a vote of 4-1.\*\*\*

Yes Vote: Wall, Hunsaker, Wells, Campbell

No Vote: Anderson

**DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY MV PROPERTIES FOR APPROVAL OF THE FINAL PLAT FOR LANTERN HILLS PHASE 2, A (22) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 600 EAST UPPER CANYON ROAD. ZONED R-1-12.**

Mayor Barnes mentioned Lantern Hills Phase 1 is a very nice subdivision.

Jamie mentioned the council received an email from one of the property owners in Phase 1 who had a concern about the future trail along the brow of the hill. Was the question addressed? Mayor Barnes asked what the issue is? Jamie replied the property owner said he was unaware of the trail when he purchased the property. Clay replied the property owner contacted several staff

members and was told the property cannot be purchased from the city and long term the area will be an equestrian trail.

Mayor Barnes asked if the property owner has a safety concern or something else? Curtis replied the property owner does not want a trail behind his home. The property owner stated he was unaware of the trail when he purchased the property as were his neighbors.

Jon asked if the trail is along all of Phase 1? Clay replied that is correct the trail goes along the brow of the hill for Phase 1 and Phase 2.

Jon asked if the trail will continue along Phase 2 as well? Clay replied it will and eventually it connects to Crow Mountain Road to the north.

Wade asked who is cutting down the hill south of Phase 2? Clay replied he was told the Johnson family intends to build a new home on the parcel but he has not been able to confirm if that is going to happen or not. Curtis replied he was surprised to see the hillside being cut out. Clay replied all of the work is happening on private property.

Jon mentioned the intent of the equestrian trail was to keep homes away from the brow of the hill looking down in the backyards of the homes below.

Mayor Barnes asked if the property owners in Phase 1 really wanted to purchase the land where the trail would be built so that it could not be built? Clay replied that is correct. The staff informed the property owner the city will not be selling that section of land.

\*\*\*A motion to approve the Final Plat for Lantern Hills Phase 2 a (22) lot/unit subdivision located at approximately 600 East Upper Canyon Road was made by Jamie, seconded by Wade and the vote was unanimous.\*\*\*

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

No Vote: None

**PUBLIC HEARING ON ORDINANCE 20-24, AN ORDINANCE AMENDING CHAPTER 3.20 MUNICIPAL IMPACT FEES BY MODIFYING THE WASTEWATER/SEWER COLLECTION SYSTEM IMPACT FEE.**

\*\*\*The public hearing was opened at 7:41 P.M.\*\*\*

There were not any comments or questions.

\*\*\*The public hearing was closed at 7:41 P.M.\*\*\*

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 20-24.**

Jamie asked if this Ordinance is for the Sewer Collection System Impact Fee only? Craig stated that is correct.

Jon asked for clarification on the location of the Greater Smithfield Service Area. Craig replied it is all of the area of the city not included in the Northwest or North Service Areas.

Mayor Barnes asked if there are three total areas? Craig replied that is correct.

Craig mentioned the areas were created based off of the Capital Improvement Plan which shows projects needed in each of those specific areas.

Jon asked if the amounts listed in the Ordinance are the maximum amount allowed? Craig replied that is correct. The city can charge up to the amount listed but not more than that amount per state code.

Jon asked if the council could lower the proposed amount? Craig replied that is correct.

Wade asked if the Ordinance is adopted when does it go into effect? Craig replied in approximately 90 days.

Mayor Barnes asked what the effective date is? Justin stated on January 15, 2021 as state law dictates the fee cannot go into effect any sooner than 90 days after adoption.

Mayor Barnes asked who would pay this fee? Craig replied anyone building a new home or a business building a new building.

Mayor Barnes asked how much the impact fee is increasing? Clay replied the current amount is \$540. Jon mentioned as proposed the highest of the three areas would be \$2,391.

Craig mentioned most homes are on a four inch service line. Some businesses need a larger pipe that is why fees are included for six, eight and twelve inch service lines as well.

Justin mentioned the fee for the three areas would be \$741, \$998 and \$2,391.

Jon mentioned the biggest service area in town is increasing from \$540 to \$741 or an increase of \$201.

Mayor Barnes mentioned Emily Sim always does a good job putting together the impact fee analysis.

Jon asked if there is a map showing the service areas? Craig replied there is and that is what the descriptions in the Ordinance are based off of.

Jon suggested publishing the map in an easy to find place as it would be easier to understand a map than reading the area descriptions.

Mayor Barnes asked if the entire city is included in the three service areas? Craig replied that is correct.

Jon asked what happens when an annexation happens? Craig replied the descriptions align with the impact fee analysis so future growth is included.

Deon mentioned those in the Northwest Service Area would be paying for a private lift station as well as an impact fee to the city.

Deon mentioned this Ordinance will increase the cost of housing in the city.

Deon stated the price of lumber has increased 170% since mid-April. The average home now costs \$16,000 more just because of the increase in lumber cost. The lumber for an average apartment has increased \$6,000.

Deon mentioned the city is required to provide low income housing and this Ordinance will increase housing costs which will have a negative impact on the city so he would vote against the proposed Ordinance.

Jon asked if impact fees collected in the future can be used to pay for previous projects such as the pipe which was installed for a future forced main the city will utilize long term. Craig replied the fees referenced in the Ordinance will be collected in the future so they will be used for future projects not previous projects.

Craig mentioned there are many projects which need to be completed so the impact fees will be spent well in advance of the six year deadline.

Mayor Barnes mentioned even with the cost of new homes increasing dramatically it had not effected the number of homes being built in the city. Everyone in the country is being effected by increases in material costs not just Cache Valley.

\*\*\*A motion to adopt Ordinance 20-24, an Ordinance amending Chapter 3.20 Municipal Impact Fees by modifying the Wastewater/Sewer Collection Impact Fee was made by Wade, seconded by Jon and the motion passed by a vote of 4-1.\*\*\*

Yes Vote: Wall, Anderson, Wells, Campbell

No Vote: Hunsaker

<b>DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE EMPLOYEE PERSONNEL MANUAL.</b>
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Craig mentioned there are two proposed changes to the personnel manual.

The current sexual harassment policy will be replaced with a non-harassment/non-discrimination policy. The current policy is being replaced based on the ruling of a recent court case.

Jamie asked in the "Reporting" portion of the policy to have the word "should" replaced with "shall".

Craig mentioned if the staff hears of potential issues they must be investigated not just those which are reported.

Jamie asked who would investigate the claims? Craig replied per city ordinance it would be the City Manager and the police department would be involved if necessary.

Jamie asked if a third party would be needed? Craig replied, if needed, the human resources firm out of Salt Lake City the city contracts with would be utilized.

Craig mentioned the second proposed change is to driver's license requirements. The city receives a monthly report from their insurance agency with an update on anyone with a Utah driver's license who works for the city. The information is not available for those employees living in other states. A new policy would be for those employees living out of state they will need to supply a copy of their driving record to the city once per year.

Curtis asked if this new policy would apply to existing employees? Craig replied it would.

A new section would be added in regards to CDL (Commercial Driver's License) licenses. The new policy states if the city pays for an employee to obtain their CDL they must work for the city for a period of one year or they have to pay back the city for the costs associated with the CDL if they leave before one year of employment.

Wade asked if any additional endorsements are needed? Craig replied a Class A works for the city and in some cases the equipment only requires the operator to have a Class B license.

Curtis asked if this policy will be reviewed with the employees it effects? Craig replied that is correct.

Craig mentioned this new policy will mainly apply to the public works department of the city.

Wade mentioned this is a good policy as where he works they had an employee quit right after the certification was received.

Curtis asked how long a CDL is valid for? Wade replied five years. Jon mentioned the DOT (Department of Transportation) physical is good for two years unless the driver has certain medical issues and then it is good for one year.

Curtis asked why not enforce the policy for two or more years where the license is good for five years? Craig replied it is harder to track after one year. It is tracked manually as the city does not have a way to track through an automated system. The timeline would coincide with a probationary period and annual review with the employee. Wade mentioned one year is the industry standard.

Curtis felt the payback period should be for five years and the same policy should be in place for the police department in regard to certain uniform purchases.

Jamie asked how much it costs to get a CDL? Craig replied the written test is around \$100 and the driving test around \$50. Wade mentioned with the physical it would be less than \$500.

Mayor Barnes asked if he understood the proposal correctly. As proposed the city would pay the entire cost of an employee obtaining a CDL but if the employee leaves working for the city before one year of employment the employee would be required to pay back the city the cost of the CDL? Craig replied that is correct.

Jon asked if the cost of the CDL would be deducted from the employee's final paycheck? Craig replied that is correct.

Curtis asked how many times this has been issued in the last two years? Craig replied he would guess four or five times.

Mayor Barnes asked if this policy is brand new? Craig replied that is correct.

Jon asked how this affects volunteers who used city vehicles in the past. Craig replied the insurance provider of the city has highly recommended no volunteer drive city equipment. The city has no way of knowing if a volunteer has a driver's license or if it is valid.

Jon asked if elected officials are covered operating city equipment? Craig replied they are because they are an employee and their driver's license is on file with the city.

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

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

No Vote: None

## **CITY MANAGER REPORT**

Craig mentioned the annual audit is being completed and the audit staff will come before the city council at the November 4<sup>th</sup> city council meeting.

The council needs to review the Ethical Behavior Pledge Form and sign it as this is part of new state compliance requirements.

A Fraud Risk Assessment form also must be completed as this is a new requirement as well. There are areas which can always be improved but overall the city is meeting the vast majority of the requirements. The form must be submitted to the state as part of the annual audit process.

The new restroom facility for Forrester Acres will arrive at the start of November. Originally it was slated to arrive the end of November. The intent is to have the entire project completed in the spring of 2021.

The 1000 South Main street light and intersection project will be presented to the COG (Community of Governments) on Monday, October 19<sup>th</sup> at their monthly board meeting. City Engineer Clay Bodily will oversee the presentation for the city.

COVID-19 numbers throughout the state are spiking. Cache Valley is on a watch list because of the recent high transmission rate. Masks are now required indoors. Masks will be provided to those entering the city office building and other city owned buildings. A mask policy will be implemented while Cache Valley is high on the watch list. People will be encouraged to wear masks but not forced to wear them.

Mayor Barnes asked if signage will be posted? Signage will be on entrance doors and masks will be available for those entering city buildings.

Craig stated his biggest concern is the health and safety of the employees. The fire department, police department and public works department are very small in numbers and it would be catastrophic for the city if an entire department contracted the virus at the same time.

Jamie asked if any employees have tested positive? Chief Downs replied one member of his department tested positive.

Jon asked if the employee who tested positive contracted the virus while at work? Chief Downs replied he did not.

Craig mentioned the focus of the state is trying to reduce the transmission rate.

Jamie mentioned most workplaces are requiring masks as well.

Curtis asked if people's temperatures are being checked when they enter the building? Craig replied that is not a requirement.

Jamie asked if all employees will be required to wear masks? Craig replied in certain situations. Chief Downs replied his department requires temperature checks as well because of the nature of their work.

Craig mentioned masks will be required in city buildings. Masks will not be required outside city buildings if people can social distance. The library staff is already wearing masks and has been encouraging patrons to wear them for the last couple of months. Masks will be required in the clubhouse at the golf course.

Jon asked if employees who are working together on a project are outside but in close distance to each other will have to wear a mask? Craig replied they will and if employees are travelling in a vehicle together they will be required to wear masks as well.

Jamie asked what happens when a family member of an employee tests positive for COVID-19? Craig replied the law requires the city to pay the employee for two weeks and the employee must quarantine during that period of time.

Curtis asked if the city is reimbursed for the wages for the employee for that period of time? Craig replied the city is tax exempt so the city is not reimbursed.

The state will evaluate in two weeks and decide which areas stay in the high risk category and which areas can be downgraded to a lower risk. Virus numbers are expected to spike in the winter months.

STRC meetings held by the city in November and moving forward will be done via Zoom until the valley is no longer in the high risk category.

The city received some CARES Act funding. These funds will be used to do a lot of technology upgrades. The council room will be updated. Public safety will receive new equipment which will keep them from touching people when possible. Bids are being obtained and items will be purchased.

Curtis mentioned a lot of businesses he goes to have locked doors, require an appointment and require a mask to be worn when entering.

Jon stated he is not surprised by the changes in rules where the number of positive cases has gone from 400 per day to over 1,000 per day. Jamie mentioned there are a lot of local confirmed cases as well.

## **COUNCIL MEMBER REPORTS**

Wade mentioned the library staff has been wearing masks and will continue to do so.

The library staff would like to see the exterior windows of the building cleaned. They received a quote for \$310. This would be to clean the exterior windows which cannot be reached by the staff.

The use of e-books is up. The overall circulation of books is down due to COVID-19. Book circulation is increasing monthly for the last couple of months.

The library board is considering changing when they meet. Rather than meet monthly they are considering meeting bi-monthly or quarterly.

With CARES Act funding some sanitizers were purchased.

Books are quarantined for 48 hours when returned.

Some new carts are needed to move books around the building.

The summer book sale did not happen because of COVID-19.

The book in the park program has been well received.

There were 346 attendees to virtual story hour.

Wade asked if the server in the library would be upgraded? Craig replied CARES Act funding is being utilized for a new server in the library.

The state is supplying ten WiFi hotspots the library can check out for one year. The state pays the entire cost the first year. After the first year the amount paid by the state decreases and the city can determine if they want to continue to participate in the program.

Wade asked Chief Downs to update the council on the purchase of some ambulances. Chief Downs mentioned a used ambulance with 46,000 miles is being purchased for \$30,000. The ambulance will be used for approximately another 90,000 miles. One new ambulance is being purchased. The paperwork is currently being worked on for the purchase. Some funding was received from the State of Utah. The city will receive \$44,000 per year for three years to help pay for the cost of the new ambulance. Cardiac monitors, radios and other items will need to be purchased as well.

The department has received the Medicare license and is working on the Medicaid license now.

Jamie asked if the county is still talking with the city about an agreement? Craig replied an agreement could not be reached. The county does not support what has been proposed in the north end of the valley.

Jamie asked who had issues with the local proposal? Craig replied the county executive, county fire chief and some of the cities from the south end of the valley.

Mayor Barnes mentioned he talked to local Cache County Council representative Dave Erickson about this issue. Dave was unaware of somethings which have transpired. Both parties expressed their concerns about what is going on. Dialogue will continue as needed.

Jon asked if the county and southern cities are upset with Logan City as well? Craig replied that is correct. In the beginning when CCEMS was disbanded the focus was on Logan City. Now some cities from the north are working together the county is upset with them as well.

The county is upset the city pulled out of an agreement the city was never a part of to begin with. CCEMS (Cache County Emergency Medical Services) was formed in a joint agreement between Cache County and Logan City. Smithfield was not part of the agreement. Smithfield has a separate agreement with Cache County. Some people working for the county do not understand this and are blaming Smithfield for going on its own. There is a significant amount of misinformation being presented about CCEMS and what some cities in the north end of the valley are trying to do.

A member of the county council from Logan City and the county executive are very upset with the cities in the north end of the valley.

Mayor Holly Daines, from Logan City, called a meeting with representatives of the county and northern cities. The intent of the meeting was to discuss where the \$400,000 the county has been putting into CCEMS would go in the future and what would happen to the fund balance of CCEMS of approximately \$1,700,000.

Jon felt it was appropriate of Holly to call the meeting to get some answers.

Craig mentioned very little information was received. The county will not be paying any funds towards the central EMS service area or the north EMS service area. All of the funds will go to the south EMS service area which is the area the county is overseeing. Funds collected from residents from Logan City and cities north of Logan City will be directed to the south end of the valley.

Curtis asked if the cities have any legal way to fight what the county is doing? Craig replied possibly but where the county is combining EMS service into the fire department budget it is an unknown at this time.

Wade asked how much the county wanted from the city to be part of a local agreement? Craig replied they wanted \$180,000 plus another \$20,000 per year for equipment.

Mayor Barnes asked what the south end cities will pay for EMS service? Craig replied the county will charge those cities \$15 per person per city. The funds will not cover the cost to run the program so the program will most likely have to be subsidized from the general fund of the county.

Chief Downs mentioned the wildland fire team has been deployed again. This time they are headed to Loveland, Colorado. Before this deployment the team had been out over 70 days on wildland fire deployment.

Jon mentioned the annual Founder's Day celebration was held on Saturday, October 10<sup>th</sup>.

October 10<sup>th</sup> is Founder's Day.

A road rally was held this year where people drove from historic site to historic site.

The event was well attended as more than 20 groups participated.

It took many volunteers to make the event a success.

Local businesses contributed prizes.

A rally was done to keep people spread out and socially distanced.

Mayor Barnes mentioned he attended and it was a fantastic event. Many families participated. Volunteers manned the fifteen sites people visited.

Jon mentioned the projects at the Youth Center and Douglass Mercantile Building which were part of the grant project were completed. The grant application was submitted and the funds were received by the city. The city was reimbursed 50% of the project costs.

Jon mentioned Planning Commission Chairman Andrew Soelberg had resigned. Andrew is building a new home in Hyrum and will be moving in a couple of months.

Mayor Barnes mentioned Nathan Wright should be recognized as well. Nathan resigned from the Planning Commission several months ago as he accepted employment in Northern Idaho.

Mayor Barnes asked if a new chairman will be selected at the next planning commission meeting? Jon replied that is correct.

Jon mentioned the city no longer has any alternates for the planning commission. Jon is working to fill those two open positions. Names will be brought before the council for approval at a future city council meeting.

Deon mentioned the Lion's Club had a successful blood drive in September.

The Lion's Club is sponsoring a tree for the annual Night of Giving as well as a raffle item. The theme for the tree is Lions, Tigers and Bears. Deon and his family are supplying some Boyd's bears for the tree and the raffle.

The Night of Giving event will be held on Saturday, December 5<sup>th</sup> from 4:00 to 8:00 P.M. The theme is Winter Wonderland. Tickets cost \$30. There will not be a formal dinner this year due to COVID-19. Instead a gift certificate for \$25 from Firehouse Pizzeria will be given to anyone purchasing a ticket. Lee's Marketplace will do a hot chocolate bar. The displays can be seen during that time period. An online auction will be held.

Mayor Barnes asked where the display will take place at? Deon replied at Sky View High School.

Deon mentioned he is on the Cache County Boundary Commission. Recently he heard an annexation protest which involved another city in the valley.

Deon learned most cities in the valley do not have the property zoned as agricultural by default as part of the annexation process. Some cities apply the zoning the General Plan of the city shows as part of the annexation process. Other cities let the applicant choose a zoning classification. Smithfield City code states land in an annexation request comes into the city by default as A-10 (Agricultural 10-Acre).

Deon supported changing the city code where the zoning is dealt with as part of the annexation process.

Mayor Barnes asked why other cities combine the process into one? Craig replied because it saves having an extra public hearing and meeting. Only one public hearing is required by other

cities where in Smithfield a public hearing would be required for the annexation and a separate public hearing for the rezone request.

Jon mentioned he would speak to the planning commission and get their thoughts on the proposed change.

Jamie stated this change needs to be carefully reviewed because some areas on the future zoning map show the land as open space which means it is not developable. Craig replied an open space zoning classification would need to be created and adopted as part of this process if the council wants to move forward with the proposed change.

Jon mentioned the planning commission scrapped the proposed animal ordinance which was considered many months ago. A new ordinance was created with a couple of very minor changes.

Curtis asked when the MPC (Master Planning Community) Ordinance would be reviewed again by the planning commission? Clay replied they are reviewing it at the October 21<sup>st</sup> planning commission meeting.

Jamie mentioned the golf course is still doing very well. The golf course has had a tremendous year from a financial perspective.

Jamie mentioned he would like to discuss trails. The Birch Creek trail is not part of the city so no city funding will be utilized there. The Forest Service said Mack Park is too far away to be considered a trailhead.

Jamie mentioned the city owns some land at the end of Summit Drive. Could this land be used for a trailhead? Clay replied the city will install a waterline through that area in the future and long term the parcel is slated to become a road.

Jamie asked if the road will be installed or if it is just a concept plan? Clay replied it is all based on development of the area.

Jon asked if an easement had been obtained from Lloyd Facer to go across his property? Jamie mentioned Lloyd would need to be contacted.

Jamie stated right now people are just parking along the Birch Canyon Road so they can go hiking. Jon mentioned the Birch Canyon Road is private property.

Jamie mentioned there are signs on the property owned by Vincent Hansen. Robert Hill owns some property at the end of Summit Drive and has no interest in selling the land.

Curtis mentioned a lot of people use that trail.

Jamie stated Lloyd Facer needs to be contacted first to see if any type of agreement can be reached with him. The single biggest trail issue is getting access.

Curtis mentioned the Rec Center is very busy. All gyms and leagues are full. The pickle ball courts are always full. The splash pad has been closed for the season. A fence is being installed between the splash pad and the skate park. The new restroom facility between the pickle ball courts and the little league baseball field will be installed soon.

Curtis mentioned the oil change facility north of Lee's Marketplace is starting to look unsightly. There are a lot of cars which are not being worked on that look bad. Items such as transmissions are laying outside the building and never moved.

A new business has an interest in building a new building in this part of town. They are concerned about the tidiness of some businesses in the area specifically the oil change facility.

Craig mentioned the code enforcement officer of the city will review the business and make sure they are in compliance.

Curtis asked for an update on a potential rezone on 600 South? Clay replied the request for a CC(MU) zone was denied. The property owner is looking at some other options and will submit a new proposal in the future.

Curtis mentioned he talked to owners of the Roolee Boutique and the construction of their building has been put on hold because building costs are too expensive at this time.

Curtis mentioned he talked to Beth Larchar of Lifestyle Homes about their project at approximately 400 North Main. The project is now starting and eight of the units are already sold.

Jon asked why the start of the project had been delayed? Curtis replied he was told it was because the demand for contractors has been so high they could not get anyone there until now.

<b>MAYOR'S REPORT</b>
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Mayor Barnes did not have any additional items to report or discuss.

*\*\*\*Curtis made a motion to adjourn at 9:13 P.M.\*\*\**

**SMITHFIELD CITY CORPORATION**

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Jeffrey H. Barnes, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder

**SMITHFIELD CITY CORPORATION  
96 South Main  
Smithfield, UT 84335**

**AGENDA**

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, October 14, 2020**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Wade Campbell

1. Approval of the city council meeting minutes from September 9, 2020.
2. Resident Input
3. Approval of Diana Despain and Amanda Grover as members of the Smithfield City Tree Committee.
4. Discussion and possible vote on the request by MV Properties for approval of the Final Plat for Lantern Hills Phase 2, a (22) lot/unit subdivision located at approximately 600 East Upper Canyon Road. Zoned R-1-12.
5. Discussion and possible vote on the request by VHD, LLC for approval of the Final Plat for East View Landing, a (35) lot/unit subdivision located at approximately 340 East 600 South. Zoned R-1-10.
6. Discussion and possible vote on the request by Blue Ox Development for approval of the Final Plat for Elk Ridge Subdivision Phase 5, a (12) lot/unit subdivision located at approximately 1300 East 120 South. Zoned R-1-12.
7. Discussion and possible vote on receiving the Certification of Annexation Petition from the City Recorder for the Annexation request by Dan Sundstrom for Parcel Numbers 08-123-0001 & 08-123-0006 and direct the publication of such petition in The Herald Journal on October 17th, 24th and 31st. The parcels are located at approximately 1080 East 600 South. The parcels total approximately 35.27 Acres.

8. Discussion and possible vote on receiving the Certification of Annexation Petition from the City Recorder for the Annexation request by Dan Sundstrom for Parcel Numbers 08-117-0018, 08-119-0016 & 08-119-0008 and direct the publication of such petition in The Herald Journal on October 17th, 24th and 31st. The parcels are located at approximately 850 South 250 East. The parcels total approximately 23.51 Acres.
9. Discussion and possible vote on Resolution 20-16, a Resolution accepting a Petition for Annexation on certain real property under provisions of Sections 10-2-406 and 10-2-405, Utah Code Annotated, as amended. The parcels being considered for annexation are located at approximately 300 South 1400 East. Parcel Numbers 08-121-0007, 08-121-0006, 08-121-0008, 08-124-0011 & 08-124-0002. The parcels total approximately 37.50 Acres.
10. Public Hearing on Ordinance 20-24, an Ordinance amending Chapter 3.20 Municipal Impact Fees by modifying the Wastewater/Sewer Collection System Impact Fee.
11. Discussion and possible vote on Ordinance 20-24.
12. Discussion and possible vote on amendments to the Employee Personnel Manual.
13. City Manager Report
14. Council Member Reports
15. 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.