

SMITHFIELD CITY COUNCIL

JANUARY 11, 2017

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

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

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

VISITORS: Lori Vance, Kyler Vance, Rome Gweenmun, Spencer Gunn, Ryan Wood, Glen Jay Thornley, Brian G. Lyon, Lynda A. Gittins, Jeffry R. Gittins, Gordon Younker (The Family Place), Wes Thompson, Zane Hyer, Sue Hyer, Lyle Coleman, Joyce Coleman, Michael Harris, Diane Esplin, Billie Buttars, Bruce Leishman, Lloyd Meyer

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM DECEMBER 14, 2016.

A motion to approve the city council meeting minutes from December 14, 2016 was made by Jeff, seconded by Kris and the vote was unanimous.

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

No Vote: None

RESIDENT INPUT

SPENCER GUNN: I am concerned the local sheriff's department issued a weather advisory last week (Thursday, January 5th) and the county provided sand bags but when I contacted the city staff I was told sand bags would only be filled if flooding occurred. I talked to Jeff and Curtis about this issue. Do you have sand bags ready? I went to the maintenance shop and had my own sand bags but I needed to fill them. I handed out sand bags I owned to those that did not have any. I think there is a lack of communication. I am really worried about a possible catastrophe. What is the line of communication? Who is in charge? The city has the infrastructure to help people; the residents do not. The city staff said to go to Lowe's and Home Depot and they were sold out. Many residents went and got sand bags from other cities. We need to help those that cannot help themselves. We need to be more compassionate. If needed, use budgetary funds from Health Days or Comcast Cares to help pay for sand and sand bags. People are willing to help out. To get turned down from getting sand bags because there were not any is frustrating.

MAYOR SIMMONS: We will review the most recent concern. We are still watching and monitoring the current situation. I have talked to you personally about this already. Everyone needs to be interested on a personal level and be ready. I appreciate your comments. Kudos to our public works department for helping to provide sand and sand bags. It is hard to prepare for what may or may not happen.

SPENCER: The sheriff sent out the weather advisory on Thursday and the city waited until Sunday night to get more sand. People were flooding on Monday. The city gets a discounted rate on materials. Buying sand on Sunday night was too late. There were only five to ten yards of sand available. The city was not prepared.

GLEN JAY THORNLEY: About a week ago I got a call from a former resident. She wanted to tour the historic cabin. I agreed to give her a tour. I met her there and no snow shoveling had been done on the city park or city square. The area had not been touched. The woman wanting the tour said she would come back in the summer when the weather was better. I was surprised the area was not shoveled. It had been a couple of days after the storm when we were there. The city employees could make time to clean this area.

WES THOMPSON: I have lived here for 23 years. I am a hydro-geologist. I watch the snow. The road on 455 East is about six blocks long. There is way too much plowing on this road at the expense of other streets in the city. I counted nine times the snowplow truck went down the road by 10:00 A.M. I know it was done more after that time as well. Where my son lives on 1100 East I think the snowplow truck only went by once the entire day. Other cities focus on only clearing the pathway for vehicles to drive. The road on 455 East seems to be plowed from curb to curb. I don't mind cleaning the snow from my driveway but don't want to do it three or four times because the plow truck keeps coming through. The forecast was 40 degrees today and I saw plow trucks out in the city. They should not be out today. They should just let the snow and ice melt. The snowplow drivers typically never stop at 455 East 120 South. They run the stop sign day or night. New this year, I have seen them driving on the wrong side of the road as well. Do they have training? Is the objective to plow curb to curb? On 200 East and north of Sky View High School they don't plow within eight feet of the curb. The road on 455 East is plowed wider than 300 South and 600 South. The use of man hours and equipment is better off elsewhere. There needs to be some training done. Traffic laws need to be followed. The drivers are also driving too fast. If the plow truck is throwing the snow back onto the sidewalk they are driving too fast. The drivers need to go 20 miles per hour not 30 miles per hour.

CONSIDERATION OF A REQUEST BY GIB & JANET CELLAN FOR APPROVAL OF A RECORD SURVEY FOR A ONE (1) LOT SPLIT LOCATED AT 142 WEST 400 SOUTH. ZONED RM (MULTIPLE FAMILY RESIDENTIAL).

Clay informed the council there is a request to split Parcel Number 08-105-0040 into two separate parcels. Right now it is one parcel with two homes on it split by a new road. The intent would be to split the parcel in two and create a new parcel number for the east parcel. The two homes are separated by a new road that leads to some new apartments being built behind the homes.

Brian Lyon, project engineer, stated the intent was to split the parcel so each home would have its own parcel number.

Jeff asked if there would be sidewalk and curb and gutter in front of each home? Clay stated there would be and there is also a 99 foot right-of-way between the homes for the new road.

Barbara asked if creating a subdivision required the sidewalk and curb and gutter to be installed? Clay stated that is correct and the work has already started in front of one of the homes.

Kris asked why the parcel is zoned multi-family? Clay stated the West Ridge Apartments are directly behind the two homes and this parcel was part of the rezone process for the area where the apartments are located.

Kris asked if new apartments would be built on either parcel? Clay stated no new apartments would be added to the two lots where the two existing homes are located.

Barbara asked if the new road is a public road? Clay stated it is a public road and built to city standards.

A motion to approve the record survey for a one (1) lot split of Parcel Number 08-105-0040 was made by Deon, seconded by Barbara and the vote was unanimous.

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

No Vote: None

PUBLIC HEARING, NO SOONER THAN 6:15 P.M., FOR THE PURPOSE OF CONSIDERING ORDINANCE 17-01, A REQUEST BY IRONWOOD DEVELOPMENT, LC TO REZONE PROPERTY OWNED BY JESSICA TAMS QUINTON, PARCEL 08-045-0022, 5.43 ACRES, FROM A-10 (AGRICULTURAL 10-ACRE) TO R-1-12 (SINGLE FAMILY RESIDENTIAL 12,000 SQUARE FEET). THE PARCEL IS LOCATED AT APPROXIMATELY 861 UPPER CANYON ROAD.

Clay informed the council this request is to rezone Phase 4 of the Smithfield Heights Subdivision. There is one existing home on the parcel. The request went to the planning commission in 2016 and was approved and sent to the council for consideration. All of the surrounding parcels are already zoned to R-1-12.

****The public hearing opened at 6:23 P.M.****

Glen Jay Thornley asked about the lots sizes to the west of this parcel and how many building lots would be put on this parcel? Craig Winder stated the current proposal is for seven building lots with the existing home being one of the seven. One lot on the west side of the parcel will be 2.37 acres and some of the other lots sizes will be 33,386, 19,878, 13,525, and 12,304 square feet. All of the proposed lots are above the minimum limit of 12,000 square feet.

****The public hearing closed at 6:27 P.M.****

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 17-01.

Deon stated he had looked at the map on the county website and it showed the parcel was already split into two parcels. Craig Winder stated the Quinton family was interested in selling the home and took the steps to remove the home and outbuildings from the parcel. They found out this

was illegal and had the parcel recently put back to one parcel. Justin remarked he had confirmation from Mike Gleed of Cache County the parcel is only one parcel and not two as shown on the online map as the online map had not been updated to reflect the change back to one parcel.

Barbara asked if all of the lots would access Upper Canyon Road? Craig Winder stated the intent was to create a cul-de-sac for all of the lots with the exception of the west lot. The west lot would have its own access onto Upper Canyon Road. All of the other lots would use the same access point onto Upper Canyon Road.

A motion to adopt Ordinance 17-01, an ordinance amending the Smithfield City zoning map by rezoning Parcel Number 08-045-0022, 5.43 acres, from A-10 (Agricultural 10-Acre) to R-1-12 (Single Family Residential 12,000 square feet) was made by Curtis, seconded by Jeff and the motion passed by a vote of 4-1.

Yes Vote: Hunsaker, Kent, Barnes, Wall

No Vote: Monson

Kris stated she could not support the request as the area was already too congested with new homes.

DISCUSSION AND UPDATE WITH MEMBERS OF THE HISTORICAL SOCIETY.
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Jeff Gittins, president of the historical society, came before the council to express some concerns of the historical society.

There is not enough room in the museum.

There is not any additional space to show off items in the museum.

There is not a place to sort and identify items and documents that need to be cataloged.

The history of the city needs to be updated.

The museum needs to be attractive to visitors and residents.

There is not room for exhibits or displays.

Tours cannot be given to groups since there is not enough room to get around in the museum. Groups that come for tours have to be split into smaller groups. The entire building is very congested.

There is not any space to show off special exhibits.

The historical society would like to work with other cities, families and groups to show off items.

Hyrum City has a separate room in their museum to show off special items and exhibits.

The historical society has worked with the library staff of the city to display certain items on different occasions such as Founder's Day.

One suggestion made to the historical society was to only show off one or two exhibits at a time in the cabin and store the rest of the items. The challenge would be having a place to store the items and the manpower to change the items on a periodic basis.

There is a concern of artifacts and items being stored in various private buildings in the city since there is not enough room in one central location in the city for the items to be kept.

There are residents in the city wanting to donate to the historical society but won't until they are assured the city has the room to put the items and they will be safe and secure. Currently, there is not any room for new acquisitions.

There are at least three homes in town where one specific room in each house is storing items and artifacts.

Where do we go from here? What options should be considered?

An immediate request was made to convert the upstairs of the youth center into a workshop area where items and documents can be sorted, filed and reviewed. Electricity and working lights would be needed in the area. The room also needs to be able to be locked and kept secure.

A permanent location for all of the artifacts, items, documents and files needs to be determined.

A request was by the historical society to the council to have an exploratory committee formed that would gather information and report to the council within two to six months their findings. The committee would consist of nine members; five from the historical society, two council members and two planning commission members. The planning commission members would be included as they know about the history of the city and what future projects are being considered.

Pros and cons of each finding of the committee would be listed.

Some options to consider are: renovate or modify the existing building, relocate to another building, build a new building or do nothing. Location, cost, maintenance and all other aspects need to be considered by the committee.

Jeff Gittins asked each council member to go on record stating if they supported the committee being formed and options considered.

The historical society, council and residents need to work together and provide the residents with a good history and representation of the city.

Heritage Park and the city's history book were mentioned as times when residents came together and put something together for the greater good of the city.

A request was made to have the new fiscal year budget for the historical society returned to \$5,000 like it had been in the past but not the current budget year.

Mayor Simmons thanked Jeff Gittins for his comments and presentation and mentioned there were many different items to consider and review.

Jeff Gittins asked each council member for their opinion on the committee being created to explore ideas and options. Mayor Simmons felt the committee was a good idea and something that will last into the future needs to be the best option. Private funding and grant funding options need to be considered. Jeff Barnes supported the committee being formed and stated all funding options need to be reviewed and considered carefully. Mayor Simmons mentioned any grant request needs to be filled out as appropriate and signed off on by the mayor, council or Craig.

Jeff Gittins mentioned several years ago historical society meetings were held in the cabin and around 15 to 20 people attended. There is not room any longer in the cabin to hold meetings so they are now being held at the senior center.

Curtis supported the formation of the committee and asked for clarification of when a report would be issued to the council. Jeff Gittins stated the report would be presented within two to six months.

Curtis expressed concern for items being stored in non-city facilities and being ruined or damaged.

Jeff Barnes stated doing nothing was not a good option and forming the exploratory committee was a good start.

Kris felt forming a committee was appropriate but using city funds for the project would have to be carefully reviewed as there are many requests for city funding and right now sidewalks to access the local schools is a big and expensive request. Curtis mentioned he felt there would be historical grants available if the committee took time to look and review all options. Jeff Gittins mentioned now the youth center is listed on the national historic registry new funding options would be available.

Kris mentioned the city does not have a lot of funding to spend on this project. Jeff Gittins responded the city will eventually have to contribute funds to the project.

Jeff Barnes suggested applying for RAPZ tax funding for the project.

Mayor Simmons mentioned the Hyrum City museum was mainly paid for with private funding. Jeff Gittins responded it was mainly private funding and RAPZ tax.

Jeff Gittins mentioned there are local residents willing to donate but they want to know exactly what their donation will go towards.

Barbara asked if forming a private non-profit preservation organization would be a viable option? Jeff Gittins stated all options would be considered.

Jeff Gittins mentioned one of the current goals of the historical society is to be able to gather items at one central location.

Deon asked if Hyrum is the only local city with a museum? Glen Jay Thornley stated Richmond, Franklin and several others in the valley have a museum or building where their historic items are kept.

Mayor Simmons stated the council was in support of the committee being formed and Deon and Barbara would be the two council members serving on the committee.

Jeff Gittins asked for the budget of the historical society to be restored to \$5,000 in the new budget year.

PUBLIC HEARING, NO SOONER THAN 6:45 P.M., ON ORDINANCE 16-06, AN ORDINANCE WHICH AMENDS THE SMITHFIELD CITY MUNICIPAL CODE TITLE 16 "SUBDIVISION REGULATIONS" IN PARTICULAR SECTION 16.09.040 "APPROVAL OF PRELIMINARY PLAT" AND TITLE 17 "ZONING REGULATIONS" IN PARTICULAR SECTIONS 17.14.130 "PERMIT REQUIRED"; 17.16.040 "NONCONFORMING USES; SUBSTITUTION; EXTENSION; DISCONTINUANCE"; 17.32.030 "APPLICATION PROCEDURES"; 17.32.060 "NOTICE OF PLANNING COMMISSION ACTION"; 17.080 "CHANGES AND AMENDMENTS"; 17.88.120 "PRELIMINARY PLAT APPROVAL".

Justin informed the council the intent of the ordinance was to bring city code regarding public hearings in line with state code. Another item that was being addressed was the timeliness of when the council will consider items. One section currently states "within 30 days of the planning commission meeting" but in some cases the council might not meet for five weeks because of how the calendar lays out for the year so the wording was changed to "the next council meeting".

****The public hearing opened at 7:05 P.M.****

Jeff Gittins stated he had not studied this particular ordinance but the state code is the minimal law. The city can be more restrictive than the state. A city can have greater requirements than the state and this should be considered.

****The public hearing closed at 7:06 P.M.****

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 16-06.

Justin remarked the planning commission had reviewed and approved the ordinance and forwarded to the council for consideration. Mayor Simmons mentioned some of these items being changed in the ordinance had been discussed by the council in the past as well and changes were recommended.

A motion to adopt Ordinance 16-06, an Ordinance amending municipal code Title 16 “Subdivision Regulations” in particular Section 16.09.040 “Approval of Preliminary Plat” and Title 17 “Zoning Regulations” in particular Sections 17.14.130 “Permit Required”, 17.16.040 “Nonconforming Uses; Substitution; Extension; Discontinuance”; 17.32.030 “Application Procedures”; 17.32.060 “Notice of Planning Commission Action”; 17.080.040 “Changes and Amendments”; 17.88.120 “Preliminary PUD Plan Approval” was made by Jeff, seconded by Kris and the vote was unanimous.

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

No Vote: None

UPDATE BY GORDON YOUNKER ON THE FAMILY PLACE ON A CURRENT CDBG PROJECT.

Gordon Younker informed the council he would like to give an update on their current project. A letter needs to be signed between the city and The Family Place acknowledging the city and The Family Place or working together on the project. The letter is part of the auditing process for the grant.

MW Construction was awarded the contract for the remodel of the building and they are currently working on the project. The expectation is the project will be completed by March 31st. After the project was reviewed by the county building inspection department the cost of the remodeling of the building increased and all of the grant funding will be used for remodeling purposes.

If the project is not 50% or more completed by March 31st then a new application for additional funding cannot be completed.

Some items that would be included in the new grant application are an alarm system, security cameras, telephone system and a new sound system.

The Family Place would like the city council to sponsor a new application for 2017. Without city sponsorship The Family Place cannot apply for the grant.

PUBLIC HEARING, NO SOONER THAN 7:00 P.M., TO CONSIDER POTENTIAL PROJECTS FOR WHICH FUNDING MAY BE APPLIED UNDER THE CDBG SMALL CITIES PROGRAM FOR PROGRAM YEAR 2017. SUGGESTIONS FOR POTENTIAL PROJECTS WILL BE SOLICITED, BOTH VERBALLY AND IN WRITING, FROM ALL INTERESTED PARTIES. THE EXPECTED AMOUNT OF CDBG FUNDS FROM THIS PROGRAM YEAR WILL BE DISCUSSED ALONG WITH THE RANGE OF PROJECTS ELIGIBLE UNDER THIS PROGRAM AND A REVIEW OF PREVIOUSLY FUNDED PROJECTS.

Mayor Simmons reading the following statement:

Smithfield City will now open its first Public Hearing for the 2017 Community Development Block Grant Small Cities program. The purpose of this hearing is to gain citizen input regarding community needs and potential CDBG projects.

Approximately \$600,000 is expected to be available in the Bear River Region for CDBG projects, \$400,000 of which will be available through competitive grants for projects that meet U. S. Department of Housing and Urban Development national objectives to benefit low and moderate income individuals. All eligible activities that can be accomplished under this program are identified in the CDBG Application Policies and Procedures Manual in the City Office and interested parties can review it at any time. Projects may include local infrastructure projects such as water system improvements, construction of a fire station, or purchase of playground equipment; or projects that improve the availability and quality of housing for low and moderate income individuals and families such as purchasing land for subsidized housing, or rehabilitation of homes and apartments. Smithfield City will list eligible activities in the City Capital Improvement List, which is also available for public review upon request.

We would like to ask that representatives of the public and non-profit organizations that are in attendance specifically for this hearing please sign the attendance roll, including your name, address, and telephone number. If you have questions or comments, we would like to invite you to share them. Please identify yourself by name before you speak. The clerk will include your name in the minutes and we would like to specifically respond to your questions and suggestions during the hearing. We will now accept public comment.

****The public hearing opened at 7:15 P.M.****

Gordon Younker, from The Family Place, stated they want to continue to make improvements to their building in town. Once the building is renovated and updated many new programs can be added at the local building. The Family Place has made a commitment to operate in the city for at least three years. The process to open and operate in the city is ahead of schedule. The application approved in 2016 requested items that were not able to be included in the current renovation project because of the cost. Items to be included in the new application will be a security system, sound system, telephone system, new furnishings, computers, a TV and possibly some additional construction needs. Only allowable items will be included in the application.

Barbara asked if the application was only for the building in Smithfield? Gordon stated that was correct.

Curtis asked if a playground could be included as he had seen a playground at other Family Place facilities? Gordon replied he is not sure where a playground could be located on the parcel. Last year The Family Place requested the maximum amount of \$200,000. Parking improvements were included in the application and they were not approved so the grant was approved in the amount of \$138,000.

Jeff asked if the air conditioning units were being replaced? Gordon stated the heating and air conditioning units were being replaced as part of the current project.

Gordon informed the council the application this year will be on the lower end but there is a minimum request of \$30,000 to apply.

Gordon mentioned there were some unknown construction costs in the current project. The new project requests will be easier to bid and obtain accurate costs as the items are simple in nature and do not require demolition or renovation of the building.

Barbara mentioned this project is a good fit to help low to moderate income and distressed families and is a benefit to the city and residents. Gordon mentioned a big focus of theirs is children as well.

Curtis suggested adding a new sidewalk on the west side of the parcel as part of the application. Gordon suggested the city make that request instead of The Family Place.

Barbara asked Gordon if he would be concerned about the city submitting a request for the same type of funding where it is limited in the amount available? Gordon replied all of the applications are ranked on a point system so applications are not ranked against each other. They are scored and those with the highest score get approved until the funding is gone.

Barbara asked if the city received any funding the last time the city applied? Chief Downs stated the city applied for a new fire station building many years ago and the application was denied.

Jeff asked if all of the current grant amount of \$138,000 had been spent? Gordon stated all of the current funding is being spent on the renovation and demolition of the building.

****The public hearing closed at 7:23 P.M.****

Gordon asked the council to add an agenda item to the February council meeting formally approving support of the new application by The Family Place as it is a required step in the process.

PUBLIC HEARING, NO SOONER THAN 7:30 P.M., FOR THE PURPOSE OF DISCUSSING RESOLUTION 17-01, A RESOLUTION AMENDING THE BUDGET FOR THE PERIOD OF JULY 1, 2016 THROUGH JUNE 30, 2017.

Craig reminded the council adjustments are made to the budget in January and June of each year. This is the midway point of the budget year.

Proposed changes were as follows:

General Fund Revenue and Expense: \$374,521

The vast majority of the changes coming from wildland fire income and expenses.

Approximately \$199,000 of revenue had been earned from fighting wildfires.

The fire department had received approximately \$116,000 in grants and donations.

Expenses were incurred for wildland fire department wages, benefits and associated expenses.

SCBA's were going to be purchased with the grant funding.

A new truck, extrication equipment, light bar and a 300 gallon water tank would be purchased with the profit from the wildland fires.

A transfer from the general capital improvement fund in the amount of \$16,693 would help to resolve the audit finding of the loan from the water and sewer department to the golf course. The auditors stated the loan could be forgiven, paid off or a loan document created. The proposal was to pay the loan off in-full in the current budget year.

Recreation center revenue and expense increased by \$7,335. The main changes being from an increase in youth sports programs revenue and expense.

Water Enterprise Fund revenue increased by \$219,500 and expenses by \$306,078.

The main increase in revenue being from water dedication payments being received from new subdivisions that are being built.

The request on the expense side is to replace all of the remaining water meters that have not been recently replaced and install new meters that can be read 12 months per year rather than just four times per year. The long term intent is to read meters twelve months per year from a fixed base system. The meters could actually be read from the city office in the future. Mayor Simmons mentioned employee man hours and vehicle expenses would decrease when this new system is fully operational. Craig concurred and mentioned right now when service is changed or terminated the city has to send an employee to the home to read the meter. In the future, the transaction can be completed immediately since staff members in the city office building will have the ability to pull the meter readings from the office.

Sewer Enterprise fund revenue and expense increased \$11,677.

Storm Water fund revenue and expense increased \$6,826.

Golf Course fund revenue increased \$3,700 and expenses increased \$22,556.

The majority of expense coming from the change in insurance coverage for the city. The city increased the coverage from three million dollars to five million for the current budget year and moving forward. The increase was implemented at the recommendation of the city insurance provider as typically police department related claims are over three million dollars in a bad case. If the city does not have enough coverage then the city may be liable for any amount exceeding coverage.

The public hearing opened at 7:30 P.M.*

Glen Jay Thornley stated expenses being over revenue at the golf course is not something new but the residents of the city don't appreciate it. Residents are not happy the course cannot at least break even. The golf course is not viewed as a popular enterprise for the city by the majority of the residents. There are some side benefits to having the course in the city but the residents don't like paying for the golf course expenses. The residents have been concerned about this in the past as well as now.

****The public hearing closed at 7:32 P.M.****

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 17-01.
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Curtis asked if one of the findings in the audit would be resolved with this budget adjustment? Craig stated that was correct.

Jeff asked if both loans mentioned in the auditing finding would be paid-in-full? Craig stated that is correct. Mayor Simmons mentioned the loan process in that particular case was a learning experience and the proper procedure is now understood and would be followed in the future. Jeff mentioned the wording in the approval of the loan should have been different and there would not have been any issues. Barbara mentioned it would be good to have the audit finding resolved.

Barbara asked why a couple of the line items did not balance? Craig stated the general fund must balance but the enterprise funds are like a business and can show a profit or loss and do not have to balance.

****A motion to adopt Resolution 17-01, a Resolution amending the budget for the period of July 1, 2016 through June 30, 2017 was made by Kris, seconded by Curtis and the vote was unanimous.****

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

No Vote: None

CITY MANAGER REPORT

Craig reminded the council of the joint planning commission/city council public hearing on Wednesday, January 18th at 6:00 P.M. on the proposed general plan revisions. The host of the city website had some server issues and a link was being established on the temporary website for people to review the general plan. Maps and copies of the documents are available at the city office as well as the library.

Craig mentioned Chief Downs is in the process of hiring a new full-time employee to work on the ambulance stationed at the station in Hyrum City. The new employee will be a Smithfield City employee since Jay is his/her boss but the county will reimburse the city 100% of the cost like other costs associated with the CCEMS contract. The new employee will be able to work in Smithfield on the ambulance as well.

Mayor Simmons mentioned this will add more responsibility to Chief Downs. Chief Downs stated it will help him by having a full-time employee at the Hyrum station rather than just part-time employees.

COUNCIL MEMBER REPORTS

Deon informed the council, members of the historical society are going to tour the Hyrum museum on Saturday, January 14th and the council was invited to attend. Special arrangements had been made for the society to be able to tour the museum on a Saturday afternoon.

The Highline Canal Company is working on putting irrigation water into the lower canal this year from the upper canal. The lower canal has been piped all the way to Smithfield but is still an exposed canal through the city. In 2016, very little water was run through the canal. Water from the upper canal will be diverted to the lower canal at 600 South. Part of the reason the water is being diverted is areas in the north end of the city and towards Richmond are not getting any water.

Deon asked if a new storm water agreement was in place? Craig stated some meetings had taken place but a formal agreement had not been created. Deon asked if the city would have to pay more money as part of the agreement? Craig stated the city should not see a fee increase.

Mayor Simmons asked how putting water in the lower canal will help Richmond? After having a dry canal for a year those living along the canal will be concerned. Deon replied putting water in the lower canal will help residents in the northwest part of town as well as far out as the Erickson Farm by Crow Mountain. Even those north of Crow Mountain would see a benefit from the water. Craig mentioned when the upper canal is full being able to put water in the lower canal will help keep from flooding problems.

Mayor Simmons mentioned the city will be immediately contacted by homeowners along the lower canal who have had flooding problems in the past and they will be concerned about the canal overflowing again. Curtis concurred and felt residents of the area should be notified of what is going to happen with the canal. Jeff mentioned the amount of water put in the lower

canal will not be much and only enough to meet the needs of those in the north that need the water. The canal would not be full as part of this plan.

Barbara mentioned several youth council members and some of the advisors would be attending the annual Day at the Legislature event in Salt Lake City later in January.

Kris mentioned she had been attending some county trail meetings and Dayton Crites is doing an excellent job. Currently, he is working on signage for skiers and those utilizing snow shoes. A big part of what he is working on is the Bonneville Shoreline Trail.

Mayor Simmons asked when the library board would be meeting again? Kris stated on Wednesday, January 18th.

Jeff mentioned the tree committee would be meeting on Wednesday, January 18th.

The city staff will be working on reclaiming some cemetery plots later in the year. The process is lengthy and takes extensive advertising and the process would start around April. Justin mentioned state code dictates the procedure and what is allowed to be done and the legal counsel of the city had been contacted to make sure the correct procedure is followed.

Curtis informed the council at the last Smithfield Chamber of Commerce meeting Eric Kleven had been elected president for 2017. The chamber is now working on the upcoming golf tournament which happens in late spring.

Curtis asked if the city donates funds to the chamber yearly? Justin stated the city pays the chamber \$1,000 per year.

Curtis mentioned Stacey Dority is paid a monthly stipend by the chamber and at the last meeting her stipend had increased \$150 a month in a unanimous vote of the members.

Mayor Simmons asked if the chamber had purchased Stacey a new laptop as she had been having some issues? Curtis stated a new one had been purchased.

Curtis mentioned he had contacted a couple of residents about serving on the planning commission as an alternate at this time and then as a future commissioner. The residents he talked too had turned him down but had provided him some names of other possible candidates.

MAYOR'S REPORT

Mayor Simmons thanked the council for their responsiveness to group emails and text messages during the recent potential flooding incident.

Mayor Simmons asked the council to be more responsive to emails, texts and phone calls from members of various committees in the city as it had been reported to him council members were being contacted and not responding in a timely enough manner.

Mayor Simmons asked Craig to arrange to have the IT support company for the city come to the March council meeting and give a short presentation on cybersecurity and the do's and don'ts to consider in regards to emails and email attachments.

Mayor Simmons thanked Chief Downs and Chief Allen and the public works department for their assistance on Sunday evening, January 8th, with the sand and sand bag issue. Kris appreciated being kept in the loop on what was happening and when it was happening in regards to the storm and potential flooding

Mayor Simmons mentioned he visited with representatives of the local faith based groups and informed them how the city sends out information on an emergency basis as well as on a non-emergency basis. Residents need to be in the city email system and follow on Facebook or have the city app on their smart phones to receive up to date and timely information.

Mayor Simmons provided the council a list of areas of responsibility for 2017.

Kris: Rec Center, Celebrations, Library, Assistant to Chamber of Commerce
Barbara: Youth Council, Senior Citizens, Assistant to the Library, Historical Society
Jeff: Tree Committee, Cemetery, Parks, Assistant to Planning Commission
Deon: Code Enforcement (Nuisances), Water, Storm Water, Assist Historical Society
Curtis: Planning Commission, Chamber of Commerce
Mayor: Police, Fire, Emergency Response, Sewer, Golf

Barbara asked for a list of newsletter assignments for 2017. Mayor Simmons reminded the council the information for the newsletter is due no later than the 20th of the month before publication.

EXECUTIVE SESSION TO DISCUSS A FINANCIAL MATTER.

This item was cancelled.

****Kris made a motion to adjourn at 7:56 P.M.****

SMITHFIELD CITY CORPORATION

Darrell G. Simmons, Mayor

ATTEST:

Justin B. Lewis, City Recorder

SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, January 11, 2017**. The meeting will begin at 6:00 P.M.

Welcome and Opening Ceremonies by Barbara Kent

1. Approval of the city council meeting minutes from December 14, 2016
2. Resident Input
3. Consideration of a request by Gib & Janet Cellan for approval of a record survey for a one (1) lot split located at 142 West 400 South. Zoned RM (Multiple Family Residential).
4. Public Hearing, no sooner than 6:15 P.M., for the purpose of considering Ordinance 17-01, a request by Ironwood Development Group, LC to rezone property owned by Jessica Tams Quinton, Parcel 08-045-0022, 5.43 Acres, from A-10 (Agricultural 10-Acre) to R-1-12 (Single Family Residential 12,000 square feet). The parcel is located at approximately 861 Upper Canyon Road.
5. Discussion and possible vote on Ordinance 17-01.
6. Discussion and update with members of the Historical Society.
7. Public Hearing, no sooner than 6:45 P.M., on Ordinance 16-06, an Ordinance which amends the Smithfield City Municipal Code Title 16 "Subdivision Regulations" in particular Section 16.09.040 "Approval of Preliminary Plat" and Title 17 "Zoning Regulations" in particular Sections 17.14.130 "Permit Required"; 17.16.040 "Nonconforming Uses: Substitution: Extension: Discontinuance"; 17.32.030 "Application Procedures"; 17.32.060 "Notice of Planning Commission Action"; 17.080.040 "Changes and Amendments"; 17.88.120 "Preliminary PUD Plan Approval".
8. Discussion and possible vote on Ordinance 16-06.
9. Update by Gordon Younker of The Family Place on a current CDBG project.
10. Public Hearing, no sooner than 7:00 P.M., to consider potential projects for which funding may be applied under the CDBG Small Cities Program for Program Year 2017. Suggestions for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDGB funds for this Program Year will be

discussed along with the range of projects eligible under this program and a review of previously funded projects.

11. Public Hearing, no sooner than 7:30 P.M., for the purpose of discussing Resolution 17-01, a Resolution amending the budget for the period of July 1, 2016 through June 30, 2017.
12. Discussion and possible vote on Resolution 17-01.
13. City Manager Report
14. Council Member Reports
15. Mayor's Report
16. Executive Session to discuss a financial matter

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.