

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD MAY 15, 2014 AT THE CIVIC CENTER, 83 WEST MAIN, HYRUM, UTAH.

CONVENED: 6:30 p.m.

CONDUCTING: Mayor Pro-Tempore Paul C. James

ROLL CALL: Councilmembers Scot M. Allgood, Jared L. Clawson, Martin L. Felix, and Paul C. James present.

EXCUSED: Councilmember Aaron Woolstenhulme and Mayor Stephanie Miller

CALL TO ORDER: There being four members present and four members representing a quorum, Mayor Pro-Tempore James called the meeting to order.

OTHERS PRESENT: City Administrator Ron Salvesen, City Treasurer Todd Perkins and eight citizens. City Recorder Stephanie Fricke recorded the minutes.

WELCOME: Mayor Pro-Tempore James welcomed everyone in attendance.

PLEDGE OF ALLEGIANCE: Councilmember Clawson led the governing body and the citizens in the Pledge of Allegiance.

INVOCATION: Councilmember Felix

APPROVAL OF MINUTES:

The minutes of May 1, 2014 were approved as written.

ACTION Councilmember James made a motion to approve the minutes of May 1, 2014 as written. Councilmember Clawson seconded the motion and all four councilmembers voted aye.

AGENDA ADOPTION: A copy of the notice and agenda for this meeting was faxed to The Herald Journal, mailed to each member of the governing body, and posted at the Civic Center more than forty-eight hours before meeting time.

ACTION Councilmember Clawson made a motion to approve the agenda for May 15, 2014 as written. Councilmember Allgood seconded the motion and all four councilmembers voted aye.

9. SCHEDULED DELEGATIONS:
 - A. Sean Bushman, Cache Valley Transit District (CVTD) - Consideration of funding for the CVTD.
 - B. Ryan Reeves, Interstate Commercial Properties - To request preliminary plat approval for Blacksmith Fork Villas, a retirement and assisted living community which consists of 25 condos and a 27 unit assisted living center building located at approximately 650 East Main Street.
 - C. Randy Godfrey, Sunray Properties - To request amending site plan approval for a plumbing office and warehouse at 40 West 300 North.
 - D. Ivan Mercado - To request a Home Occupation Business License for a Building Contractor Office at 391 East Main.
10. INTRODUCTION AND ADOPTION OF A RESOLUTION:
 - A. Resolution 14-08 - A resolution amending the Personnel Policies and Procedure Manual for Hyrum City Corporation to further define employee classifications for Part-Time with Benefits, and Part-Time Non-Benefited.
 - B. Resolution 14-09 - A resolution appointing Quentin Voth as Hyrum City's UAMPS Member Representative.
 - C. Resolution 14-10 - A resolution appointing Councilmember Martin L. Felix a Hyrum City's Intermountain Power Agency Representative.
11. OTHER BUSINESS:
 - A. Consideration and appointments to the Hyrum Senior Center Board.
 - B. Consideration and approval of a Renewal Power Sales Contract between Intermountain Power Agency and Hyrum City.
 - C. Consideration and approval of an Agreement for Sale of Renewal Excess Power with Intermountain Power Agency, and others.
 - D. Delinquent Utility Accounts.
 - E. Tentative adoption of the 2014-2015 Operating Budgets and setting a date for a public hearing.
 - F. Mayor and City Council reports.
12. BUDGET WORKSHOP:
 - A. 2014-2015 Budget Workshop.
13. ADJOURNMENT

PUBLIC COMMENT:

Mayor Pro-Tempore James said if a citizen has a question or would like to make a comment to please keep it under three minutes.

No public comment was given.

SCHEDULED DELEGATIONS:

**SEAN BUSHMAN, CACHE VALLEY TRANSIT DISTRICT (CVTD) –
CONSIDERATION OF FUNDING FOR THE CVTD.**

Sean Bushman said he is Hyrum City's representative for the Cache Valley Transit District. The CVTD is before the City Council tonight to request its support of a bond election that, if passed, would mean a sales tax increase of a quarter of one percent to help fund operations.

Todd Buetler, CVTD General Manager, said the CVTD Board of Directors over the past few years has worked with various consultants about finding funding for the CVTD that will provide stable funding. The CVTD is concerned about continued funding from the Federal Government. The CVTD wants to continue to provide fare free bus rides to the citizens of Cache Valley. The expense of collecting the fare is generally greater than the revenue generated from the fare. Charging a fare causes significant ridership loss. Collecting a fare causes scheduled travel times to be lengthened because of the additional time needed for passengers to deposit the fare. Charging a fare makes it more difficult for CVTD to meet its mission of reducing the dependency on the automobile and supporting efforts to improve air quality, by reducing ridership. Collecting fares creates real and perceived barriers to using public transit, known as "Hassle Factors." Charging a fare makes it more difficult for CVTD to meet the Envision Cache Valley principle to "Provide a balanced transportation with enhanced public transportation options" by reducing ridership. As a free-fare system for 18 years, CVTD has enjoyed major administrative, operational, and customer service benefits from not charging a fare. From an administrative standpoint, a free-fare system is simple to operate, as there is no need for back-end accounting, secure storage of funds, or marketing and distribution of fare media. From an operational perspective, a free-fare system benefits from short dwell times (no one standing in line to pay, causing bus delays) and avoids disputes between operators and passengers regarding properly paid fares. However, in order to continue a free-fare system the CVTD needs stable funding and it is proposing a one quarter of one percent tax increase to be placed on the ballot this November. The CVTD will provide the ballot language that will be necessary but needs the City Councils support and approval before it can go before the citizens for a vote.

Councilmember Clawson asked what the cost per passenger was per

trip on the CVTD.

Todd Buetler said the cost per person per trip is \$1.82.

Councilmember James said the CVTD is a positive influence in the tourism industry and having a free transit system in an extreme benefit to the residents of this Valley.

Councilmember Allgood asked what would happen if only have the cities in the Valley vote for the tax increase.

Todd Buetler said the CVTD hired a consultant to poll citizens of the Valley and over sixty percent of those people polled said they would support a tax increase to continue free-fare transit system.

Sean Bushman said Hyrum City has always been in the top growth area for increase in ridership. Hyrum City has the best service and number of stops next to Logan.

Councilmember Allgood asked Todd Buetler to provide the City Council with a copy of the reports and studies that have been conducted on route data, voter support, and ridership fare charges. He would like to review the data before he votes on this issue.

Todd Buetler said he would email a copy of the reports to the City Council before he comes back to the City Council in the middle of June for official approval to support placing a tax increase on the November General Election Ballot.

RYAN REEVES, INTERSTATE COMMERCIAL PROPERTIES - TO REQUEST PRELIMINARY PLAT APPROVAL FOR BLACKSMITH FORK VILLAS, A RETIREMENT AND ASSISTED LIVING COMMUNITY WHICH CONSISTS OF 25 CONDOS AND A 27 UNIT ASSISTED LIVING CENTER BUILDING LOCATED AT APPROXIMATELY 650 EAST MAIN STREET.

Ryan Reeves with Interstate Commercial Property requested preliminary plat approval for Blacksmith Fork Villas, a retirement assisted living community with 25 condos and 27 assisted living units located at approximately 650 East Main.

City Administrator Ron Salvesen said the Planning Commission is recommending approval of the preliminary plat for Blacksmith Fork Villas, a retirement assisted living community with 25 condos and 27 assisted living units located at 650 East Main with the following conditions: 1. Assisted living building elevations be approved by the Planning Commission before a building permit is issued; 2. If snow removal becomes an issue

then snow will be hauled off of site; 3. Final landscaping plan to be approved by the Planning Commission; 4. UDOT permit submitted with final plat; 5. CC&R's submitted with final plat; 6. Work with City on restoration of 16' utility easement; and 7. Increase parking for the assisted living building if needed.

Councilmember Allgood asked if the Planning Commission required a fence be installed.

Ryan Reeves said some of the neighbors have expressed concern about a fence. He will work with neighboring property owners to determine what type of fence he should install.

Councilmember James recommended the developer install a six foot vinyl fence in a color agreed upon with the neighboring property owners.

Gary Lemon said his property borders this development and Ryan Reeves has been excellent to work with.

ACTION

Councilmember Felix made a motion to approve the preliminary plat for Blacksmith Fork Villas, a retirement assisted living community with 25 condos and 27 assisted living units located at 650 East Main with the following conditions: 1. Assisted living building elevations be approved by the Planning Commission before a building permit is issued; 2. If snow removal becomes an issue then snow will be hauled off of site; 3. Final landscaping plan to be approved by the Planning Commission; 4. UDOT permit submitted with final plat; 5. CC&R's submitted with final plat; 6. Work with City on restoration of 16' utility easement; 7. Increase parking for the assisted living building if needed; and 8. To install a six foot high vinyl fence. Councilmember Clawson seconded the motion and all four councilmembers present voted aye.

RANDY GODFREY, SUNRAY PROPERTIES - TO REQUEST AMENDING SITE PLAN APPROVAL FOR A PLUMBING OFFICE AND WAREHOUSE AT 40 WEST 300 NORTH.

Randy Godfrey with Sunray Properties requested amending the site plan for a plumbing office and warehouse at 40 West 300 North by adding two bays to the building (40 feet of length added to the approved building). Adding asphalt to the west side of the building. It will still be the same design etc. The storm water plan has some changes that are being reviewed by Aqua Engineering and will need to be approved before construction. The storm water pond will be moved to the north which is what the city

originally preferred. This storm water pond is to be maintained by the owner.

ACTION

Councilmember Allgood made a motion to approve the site plan as amended for a plumbing office and warehouse at 40 West 300 North with the condition that it meets the City Engineer's recommendations. Councilmember Clawson seconded the motion and all four councilmembers present voted aye.

IVAN MERCADO - TO REQUEST A HOME OCCUPATION BUSINESS LICENSE FOR A BUILDING CONTRACTOR OFFICE AT 391 EAST MAIN.

Ivan Mercado said he owns the old mortuary home at 391 East Main and would like a Home Occupation Business License for a building contractors office.

Councilmember James said there are concerns about the number of vehicles parked on 400 East.

Ivan Mercado said he will only have two construction trailers and two vehicles.

City Administrator Ron Salvesen said the house was built with no setbacks. The City has let them use its right-of-way on 400 East for parking. He recommended requiring vehicles be parked at least 30' from the stop sign. He is concerned about parking problems in the future and Ivan having additional vehicles other than two trailers and two cars parked at his residence. The City has received complaints from drivers that can't see the stop sign on 400 East Main due to cars and trailers parked in front of the stop sign.

Ivan Mercado said he would park all of the trailers north of the cement pad and all passengers south of the cement pad on his property.

ACTION

Councilmember Clawson made a motion to approve a Home Occupation Business License for Ivan Mercado to have a Building Contractor Office at 391 East Main with the following conditions: 1. No vehicles are parked within 30' of the stop sign on 400 East Main; 2. Only passenger vehicles be parked between 30' and 45' of the stop sign; and 3. All trailers and construction vehicles be parked 45' from the stop sign. Councilmember Allgood seconded the motion and all four councilmembers present voted aye.

INTRODUCTION AND ADOPTION OF RESOLUTIONS:

RESOLUTION 14-08 - A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURE MANUAL FOR HYRUM CITY CORPORATION TO FURTHER DEFINE EMPLOYEE CLASSIFICATIONS FOR PART-TIME WITH BENEFITS, AND PART-TIME NON-BENEFITED.

City Administrator Ron Salvesen said the Personnel Policies and Procedures Manual needs to be amended to further define the benefits for Part-time with Benefits, and to increase the number of hours allowed to work from twenty to thirty hours for Part-time Non-Benefited employees. This will allow the City to hire Part-Time Non-Benefited employees to work upto 30 hours without benefits as allowed by the Obamacare Health Plan legislation.

ACTION Councilmember Felix made a motion to approve Resolution 14-08 amending the Personnel Policies and Procedures Manual for Hyrum City Corporation to further define employee classifications for Part-Time with Benefits, and Part-Time Non-Benefited employees. Councilmember Allgood seconded the motion and all four councilmembers voted aye.

RESOLUTION 14-09 - A RESOLUTION APPOINTING QUENTIN VOTH AS HYRUM CITY'S UAMPS MEMBER REPRESENTATIVE.

City Administrator Ron Salvesen said Mayor Miller has asked Hyrum City's Lineman Quentin Voth to serve as the City's representative to UAMPS.

ACTION Councilmember Allgood made a motion to approve Resolution 14-09 appointing Quentin Voth as Hyrum City's UAMPS Member Representative. Councilmember Clawson seconded the motion and all four councilmembers voted aye.

RESOLUTION 14-10 - A RESOLUTION APPOINTING MARTIN L. FELIX AS HYRUM CITY'S INTERMOUNTAIN POWER AGENCY REPRESENTATIVE.

City Administrator Ron Salvesen said Mayor Miller has asked Councilmember Martin L. Felix to serve as Hyrum City's Intermountain Power Agency Representative.

ACTION Councilmember Allgood made a motion to approve Resolution 14-10 appointing Martin L. Felix as Hyrum City's Intermountain Power Agency Representative. Councilmember Clawson seconded the motion and all four councilmembers voted aye.

OTHER BUSINESS:

CONSIDERATION AND APPOINTMENTS TO THE HYRUM SENIOR CENTER BOARD.

Councilmember James said Hyrum Senior Director Vicky McCombs has suggested the following people be considered as potential members to the Hyrum Senior Board: Gwen Christiansen, Jodie Kraweic, Kathleen Voth, Darlene Brown, and Judy Miller. Upon approval by the City Council the Senior Board will select two of these individuals and ask them if they are willing to serve.

ACTION Councilmember Clawson made a motion to preliminary approve the appointment of two of the following individuals to the Hyrum Senior Board Jodie Kraweic, Kathleen Voth, Darlene Brown, and Judy Miller. Councilmember Allgood seconded the motion and all four councilmembers voted aye.

CONSIDERATION AND APPROVAL OF A RENEWAL POWER SALES CONTRACT BETWEEN INTERMOUNTAIN POWER AGENCY AND HYRUM CITY.

ACTION Councilmember Felix made a motion to approve the Renewal Power Sales Contract between Intermountain Power Agency and Hyrum City. Councilmember Allgood seconded the motion and all four councilmembers voted aye.

CONSIDERATION AND APPROVAL OF AN AGREEMENT FOR SALE OF RENEWAL EXCESS POWER WITH INTERMOUNTAIN POWER AGENCY, AND OTHERS.

ACTION Councilmember Allgood made a motion to approve an Agreement for the Sale of Renewal Excess Power with Intermountain Power Agency, and others. Councilmember Clawson seconded the motion and all four councilmembers voted aye.

DELIQUENT UTILITY ACCOUNTS.

City Administrator Ron Salvesen reviewed the list of delinquent utility accounts. The total proposed write-off is \$16,352.90 for the Fiscal Year 2013-2014.

ACTION Councilmember Clawson made a motion to approve the list of Fiscal Year 2013-2014 Delinquent Utility Accounts, in the amount of \$16,352.90 as a write-off. Councilmember Allgood seconded the motion and all four Councilmembers present voted aye.

TENTATIVE ADOPTION OF THE 2014-2015 OPERATING BUDGETS AND SETTING A DATE FOR PUBLIC HEARING.

ACTION Councilmember Felix made a motion to adopt the tentative 2014-2015 Operating Budgets and to schedule a public hearing on June 5, 2014. Councilmember Clawson seconded the motion and all four councilmembers present voted aye.

MAYOR AND CITY COUNCIL REPORTS.

Councilmember Felix The Hyrum Museum's Hot Wheels and Hot Dogs is scheduled for Saturday, May 31 from 10:00 a.m. to 4:00 p.m.

Councilmember James said recreation baseball has started and should be another great year. The Hyrum Hornets are going to play the Smithfield Blue Sox at 7:00 p.m. on the 4th of July.

Councilmember Allgood said he is working on the Patriotic Program for the July 4th Celebration.

BUDGET WORKSHOP:

2014-2015 BUDGET WORKSHOP.

Mayor Pro-Tempore James said the City Council received a copy of the proposed 2014-2015 Operating Budgets on May 1, 2014. City Councilmembers should have had time to carefully review the budget proposals for each department and all utilities.

The proposed General Fund expenditures have increased by 5.43% from last year's budget. Expenditures in utility funds: Water has decreased by 18.96%; Sewer has increased by 22.23%; Electric has increased by 3.99%; Irrigation has increased by 27.84; and Storm Water has decreased by 47.30%. Sewer 22.23.90%, and Storm Water 4.81%. The budget includes a \$400,000 loan from the Electric Department for a new City Hall.

After reviewing the proposed budget the City Council recommended moving the Hyrum Hornets donation to come out of the Community Progress budget rather than the Recreation budget.

ADJOURNMENT:

ACTION There being no further business before the City Council, the Council Meeting adjourned at 10:005 p.m.

Stephanie Miller
Mayor

ATTEST:

Stephanie Fricke
City Recorder

Approved: June 5, 2014
As written