

**RICHMOND CITY COUNCIL**

**AUGUST 18, 2022**

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Thursday, August 18, 2022. The meeting began at 6:30 P.M.; Mayor Paul Erickson was in the chair. The opening remarks were made by Kelly Crafts.

The following Council Members were in attendance: Tucker Thatcher, Lyle Bair, Kelly Crafts, Terrie Wierenga and Amber Ervin.

Fire Chief Jay Downs, City Administrator Jeremy Kimpton, Deputy City Treasurer HollyJo Karren, City Recorder Justin Lewis, City Engineer Darek Kimball and City Treasurer Christine Purser were also in attendance.

VISITORS: Rod Johnson, Becky Johnson, Dave Cavanaugh, Lee Anderson, Vance Smith, Travis Schroeder, Spencer Stoker, Bryce Holt, Cindy Smith, Eric Dursteler, James Henson

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM AUGUST 3, 2022**

\*\*\*A motion to approve the August 3, 2022 city council meeting minutes was made by Tucker, seconded by Lyle and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Bair, Crafts, Wierenga, Ervin  
No Vote: None

**DEPUTY'S REPORT**

**MAYOR:** We need to ask the sheriff's office to attend. I am receiving some complaints. It is mainly motorcycle related. I want to speak with them about this and some other items.

**DISCUSSION AND POSSIBLE VOTE ON THE CONDITIONAL-USE PERMIT REQUEST BY THE CACHE VALLEY STRAW MAZE FOR A COMMERCIAL BUSINESS LOCATED AT APPROXIMATELY 600 NORTH 200 WEST. PARCEL NUMBER 09-043-0014. ZONED HC (HIGHWAY COMMERCIAL).**

**TRAVIS SCHROEDER:** We recently rezoned the parcel. We have provided a spot layout for you to review. The main event is the straw maze. The straw maze will take up about one acre with the bales. We have several other activities going on as well. We have decorative Christmas lights in the winter months. There is also a pumpkin patch.

**MAYOR:** We have seen the comments from the building inspector and fire chief.

**AMBER:** The planning commission had an extensive conversation on this. The consensus is they are excited about it. The conditional-use permit was approved with some conditions. The letters say what is needed to comply. Safety is the top priority. Recommendations from the fire department have been included.

**MAYOR:** There will need to be approval from the city staff, fire department, building inspector and UDOT (Utah Department of Transportation).

**TERRIE:** How do you intend to address the fire and UDOT questions?

**TRAVIS:** We have talked with Chief Downs. We know his requirements. He has been good to work with. He has told us what is needed. Many of the requirements are things we were already planning on doing. With UDOT, they did a traffic site analysis. They are going to require a deceleration or pull off lane because of the amount of traffic we will have at peak hours. We gave them some data from our Idaho business. Saturday is our peak day. The median is not an issue for those turning left. We are required to have the pull off lane for those turning right.

**TERRIE:** What about the building inspector comments?

**TRAVIS:** They will inspect the electrical and plumbing where required.

**TERRIE:** Are you using generators for power?

**TRAVIS:** A new powerline will be run. Generators will be used for emergency purposes. We will not have any permanent structures onsite.

## Richmond City Council Meeting Minutes, August 18, 2022

**MAYOR:** Who determines the amount of required port-a-potties? There needs to be an adequate amount.

**JEREMY:** The health department will dictate the number required. Where vendors are involved the health department will be involved.

**TRAVIS:** We have talked to the health department already. We know the requirements for the food vendors.

**CHIEF DOWNS:** The state code includes information on mass casualty sanitation requirements. There is a matrix to show how many are needed based on participation.

**MAYOR:** There is access to culinary water on the west side of the parcel or do you plan to use a water truck? How much water is enough?

**CHIEF DOWNS:** They need enough in case of emergency. In their case, the fire would most likely start when they are not there. It takes a lot of water to put out a straw fire. We need enough water for a quick attack. Our tender holds 4,000 gallons. If a fire really got burning, we would need a lot of water to put out a straw fire. It is hard to truck water in and out without a constant source.

**MAYOR:** Irrigation water is not a good option as it shuts off during the year.

**CHIEF DOWNS:** Four thousand gallons is a good start. They need to know without a constant water source once a fire starts there is no real way to stop it. A straw maze is not considered a building in the code. I cannot dictate the number of gallons which are required because it is not a building. Do not accept irrigation water sprinkler lines as an option. There is a chance if we hook onto an irrigation line and start pulling a lot of water the line could collapse. The lines are not made for this type of use.

**TUCKER:** Will installing a fire hydrant on the city mainline work in this regard?

**CHIEF DOWNS:** Yes.

**JEREMY:** There is a twelve-inch waterline running along the west side of this property.

**CHIEF DOWNS:** A fire hydrant is ideal. It allows for a lot of water to be available.

**MAYOR:** How will we manage getting approval from these various agencies?

**JEREMY:** We will obtain their approvals one by one. We also need to set an annual expiration date. As the design of the straw maze changes, Chief Downs and his department need to review the ingress and egress from the maze. I attended the UDOT meeting. I know what they need to do in this regard. We will work with them and the various agencies as needed.

**AMBER:** The recommendation by the planning commission was the conditional-use permit expire on May 31<sup>st</sup> of each year as the applicant was comfortable with that date.

**TERRIE:** I am excited to see this type of business coming to town especially where it is agricultural related.

**AMBER:** I attended the planning commission meeting. This is an Agri-tourism business. We need to create an ordinance if this is something we want to see. Right now, our code does not address this specifically. They have a lot of hoops to jump through to make this happen. It is not a normal request.

**TUCKER:** What water source are you currently considering using? A fire hydrant?

**TRAVIS:** Yes, at this point we would install a fire hydrant. We would plan to use a water truck for temporary purposes only.

\*\*\*A motion to approve the conditional-use permit request for the Cache Valley Straw Maze with the conditions that the Smithfield City Fire Department, Cache County Building Inspection Department, Utah Department of Transportation (UDOT), Bear River Health Department and city staff review and approve of the request and the conditional-use permit request have an expiration date of May 31, 2023 was made by Terrie, seconded by Tucker and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Bair, Crafts, Wierenga, Ervin

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON RECEIVING THE CERTIFICATION OF ANNEXATION PETITION FROM THE CITY RECORDER FOR THE ANNEXATION REQUEST BY MICHAEL HARRIS FOR PARCEL NUMBER 09-067-0007. THE PARCEL IS LOCATED AT APPROXIMATELY 150 NORTH 450 WEST. THE PARCEL TOTALS APPROXIMATELY 5.33 ACRES. THE PUBLIC HEARING ON THE ANNEXATION REQUEST WILL BE HELD ON THURSDAY, SEPTEMBER 15, 2022 NO SOONER THAN 6:45 P.M.**

**JUSTIN:** Last month the city council accepted the Petition for Annexation for this request. The city staff and county staff have reviewed the survey. There are not any issues with the survey. The county does not have any questions or concerns. The city staff does not have any concerns. A peninsula or island is not being created. The advertising

## Richmond City Council Meeting Minutes, August 18, 2022

process for the public hearing and vote of the council will now begin. The public hearing will be held at our next city council meeting on Thursday, September 15<sup>th</sup>.

\*\*\*A motion to accept the Certification of Annexation for Cache County Parcel Number 09-067-0007 was made by Amber, seconded by Terrie and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Bair, Crafts, Wierenga, Ervin

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2022-02, A RESOLUTION ACCEPTING A PETITION FOR ANNEXATION ON CERTAIN REAL PROPERTY UNDER PROVISIONS OF SECTIONS 10-2-403 AND 10-2-405, UTAH CODE ANNOTATED, 1995, AS AMENDED. THE PARCELS BEING CONSIDERED FOR ANNEXATION ARE LOCATED AT APPROXIMATELY 12000 NORTH 1400 EAST AND TOTAL APPROXIMATELY 108.10 ACRES. PARCEL NUMBERS 09-029-0025, 09-029-0018, 09-029-0022, 09-029-0024 AND 09-042-0008.**

**VANCE SMITH:** This is very early in the process. We are not sure what would happen with this property. I think along the highway would be commercial use of some type. I am not sure how we would develop the rest of the land.

**TUCKER:** This is a tricky request. It is a long way out from the rest of the city. It is a very large piece. I don't think it is time to annex those parcels in.

**MAYOR:** The request can be made because one of the parcels touches a parcel located within the city limits.

**TUCKER:** That is correct. A small section of road borders these parcels.

**TERRIE:** There is a lot of county space around this area. We would have to supply snowplow and other services to this area. There are not any utilities in the area. We are dealing with garbage carrier and other issues right now. I agree with Tucker. This is not something I can support at this time.

**TUCKER:** If annexed, we have to take on those county roads as well.

**TERRIE:** There is a significant amount of roads we would have to take on and now maintain, repair and push the snow.

**AMBER:** We would be taking ownership of county roads on the east and north side of the parcels being considered for annexation.

**TUCKER:** We would possibly have to push snow on the county road all the way to the highway.

**LYLE:** Do you own the land that touches these parcels in the southeast corner?

**VANCE:** Yes.

**LYLE:** How soon do you think you would develop this property?

**VANCE:** We would change the phasing of the other parcels I am developing and go along State Street to get to these parcels. I am already installing the infrastructure in another subdivision south of these parcels. There are sewer issues we would need to figure out. Waterlines would need to be looped. It would be pretty slick to connect to the utilities I am installing south of these parcels.

**KELLY:** If annexed you would start installing the infrastructure now?

**VANCE:** No. We don't have a concept plan for this acreage. It is just something we have dreamed of putting together.

**AMBER:** We have planned for growth going north. This is a lot of land to consider. Where we are currently at, we cannot supply services to this area. Maybe down the road this is something we could consider. It just does not meet what we currently have available. We need to supply proper services to any area in town and we could not at this time to these parcels.

\*\*\*A motion to DENY Resolution 2022-02, a Resolution annexing Cache County Parcel Numbers 09-029-0025, 09-029-0018, 09-029-0022, 09-029-0024 and 09-042-0008 was made by Amber, seconded by Terrie and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Bair, Crafts, Wierenga, Ervin

No Vote: None

**TUCKER:** Will we refund the application fee?

**JUSTIN:** Yes. Where we have not paid the county or anyone and this process is just starting, we will refund the application fee.

**MAYOR:** Vance how is the development of your current project going?

**VANCE:** We are installing the sewer pipe right now. We still have a couple of hundred feet to go. The rising interest rate is a challenge. The design and lot size is still a big draw. We specifically designed it that way. Building is slowing down. We are excited to continue on and get the infrastructure installed.

<b>DISCUSSION ON ARPA (AMERICAN RESCUE PLAN ACT) FUNDS.</b>
---

**MAYOR:** I have asked Justin to review and explain the ARPA funds we have received and a proposed plan I have discussed with him.

**JUSTIN:** In the last fiscal year we received \$165,868. In this fiscal year we will receive \$165,858. The total amount is \$331,736. We have not spent any of the funds yet. We have allocated funds for two projects so far. We ordered a generator for the Cherry Creek well. We also ordered an emergency generator for the Park Community Center. We are hopeful the Cherry Creek well generator comes in this fiscal year. We are not sure when the Park Community Center generator will arrive. We are estimating each generator will cost \$50,000. We had set aside \$100,000 in case we have to install the dosing system to the culinary water system to deal with the lead and copper issues we are having. The estimated cost is \$90,000 to \$100,000 but we have not ordered this equipment yet and don't know for sure if it will be needed. The mayor has asked for \$5,000 to be allocated to an emergency management plan. I will let him explain this. We are asking the council to consider allocating \$100,000 to development of a new water source in the City Creek area. The remaining funds, \$26,736, could be used for project cost overruns. It is up to the council how they want to allocate these funds.

**MAYOR:** I will have Jeremy explain what we intend to do with the \$5,000 being allocated for emergency management.

**JEREMY:** We need to work on updating our emergency management plan. We have done pieces here and there but our overall plan has not been updated in years.

**MAYOR:** We need to replace our radios. How old is our newest radio?

**DAVE CAVANAUGH:** Around 20 years old.

**MAYOR:** It is hard to communicate with old radios. We need new equipment for this building. We have access to fiber here. We can gather here in the event of an emergency. The sheriff's office already uses a room in this building. We can work with the LDS Church who has a large building next door.

**JEREMY:** We need new radios, antennas and wiring.

**TERRIE:** Are we going to coordinate with the county?

**JEREMY:** Yes. Dave currently works with the county in this regard.

**MAYOR:** Tucker what do we need to do on water projects?

**TUCKER:** We need to start on water projects. We are not in an emergency situation right now. More homes are coming. We are saving funds for these projects. We need to do some studies as we continue to grow. Collecting water dedication payments from developers will help fund these projects. It is something we need to start working on. A good start is to get the engineering started. We need to consider a new water tank site long term.

**TERRIE:** We used to have a CERT program. It is vital to have a plan in place. It needs to be updated. Drills need to be held.

**MAYOR:** How much will the plan cost to update?

**JEREMY:** I think most of it can be done in-house.

**MAYOR:** It sounds like our main cost will be for new equipment.

**JEREMY:** We also need to consider some upgrades to the WDCI well.

<b>CITY ADMINISTRATOR REPORT CITY ENGINEER REPORT</b>
---

**JEREMY:** In July 2021, the city used 33,608,000 gallons of culinary water. In July 2022, the city used 33,222,000 gallons of water. We used less this year and have more hookups than in the past. It is a small change but it is in the right direction. From August 1<sup>st</sup> through August 16<sup>th</sup>, 2021, we used 14,274,000 gallons of culinary water. For August 1<sup>st</sup> through August 16<sup>th</sup>, 2022, we used 12,065,000 gallons of culinary water. We are down over two million gallons compared to last year. At lot of that can be contributed to the rainstorms we recently received. When it rains our usage really drops way down.

**MAYOR:** What is our output right now?

**JEREMY:** Around 700 to 750 gallons per minute based on some rough calculations.

## Richmond City Council Meeting Minutes, August 18, 2022

**MAYOR:** Are we using the WDCI well as needed?

**JEREMY:** Yes. We monitor the steel tank level. The WDCI well can push water into this tank. We are working on automating our SCADA system. We want to install a variable frequency drive on the WDCI well. We already have one on the Cherry Creek well. This would allow us to control the motor. We want to be able to do the same thing with the WDCI well.

**MAYOR:** We are able to keep constant pressure when we can regulate things.

**JEREMY:** It is also more efficient. We also want to automate the programming. Right now, it is not automated. We would be able to set how we want it to run on peak hours.

**MAYOR:** On July 19<sup>th</sup> we sent out a message asking people to conserve. Newton is having water struggles. They have two water sources. One of them is shared with Clarkston. They live on as little as 190 gallons per minute. We are sometimes struggling at 1,000 gallons per minute.

**JEREMY:** We are not in an emergency situation. July is always our toughest month of the year as that is when we peak. We need to conserve. Each hookup in the city is using around 35,000 to 39,000 gallons per month on average. The average indoor use per hookup is less than 10,000 gallons per month. Based on industry standards the average house will use 5,000 to 10,000 gallons per month indoors. Our use will start to taper off now. Gardens are being harvested. Mid-August is when we start to see use decrease. By September we will be in better shape. We were informed we can do reduced monitoring for lead and copper. We now have to do ten homes once per year rather than twenty homes twice per year. The city staff is working on some fire hydrants. We will be doing some hydrant flushing. Chief Downs is going to schedule his staff to exercise every fire hydrant in town as well.

**MAYOR:** Is that something we do annually?

**JEREMY:** Yes. Exercising the hydrants is needed and it also helps to flush the system. The roads which were chip sealed last month were fog sealed today. The chip sealing done this year was good. The sweeping was better. More rocks will be sealed with the fog seal. Some crosswalks still need to be painted. We are still waiting on the hotbox to arrive. It is supposed to come the second week of September. Either city staff or a private contractor will do some patching later this year.

**MAYOR:** The hotbox keeps the asphalt hot.

**JEREMY:** In the past we have purchased asphalt in Smithfield. The Smithfield plant has been closed. We now have to go to Hyrum or Brigham. By the time we get back the asphalt is too cold to use. With a hotbox we can haul in, then heat up and use as needed. We will be doing our own patching long term. It will save us money. The trailer is built. The box is built. They are waiting on the burner. We are having problems with a sewer line on 800 South. We are hoping to repair it in place. The line is collapsing.

**MAYOR:** Is it Transite pipe?

**JEREMY:** It is concrete.

**MAYOR:** Did Twin "D" find the problem?

**JEREMY:** Yes.

**MAYOR:** Twin "D" is going to come back and jet some storm drains. We have at least two problem areas.

**TUCKER:** Do we have much concrete sewer pipe in town?

**JEREMY:** Very little. Some on the north end of town and then some in the area of 800 South.

**DAREK:** Anything installed 1973 or after would be Transite pipe. On the General Plan update: we have generated the questions for the survey. We are working with the staff and a council member on the survey. The steering committee will meet again in November. The survey will be sent out soon. The water and sewer master plans will be updated. They have not been updated recently. We have not updated them because we have grown in the way we projected. It is now time to update as we have seen growth in an unexpected area of town. We have walked the project on the 500 North 300 East road project. An updated cost estimate has been received. We will be asking for more funding.

**MAYOR:** The cost estimate has increased 60% since the original estimate. We will be filing a new application. The original cost estimate was \$764,619. The new cost estimate is \$1,399,310.

**DAREK:** Pricing is very volatile right now.

**MAYOR:** Our original match was eight percent. I am hoping the new match stays at eight percent.

**DAREK:** The Knolls Subdivision is moving along. We are working on some sidewalk issues in the Traveller Lane Subdivision. Some signage and street lighting are still required in that subdivision as well. The Lee's Marketplace footings are being poured. The infrastructure in the City Creek Subdivision is being worked on. The Richmond Village project, by the cemetery, will be starting soon. We had a pre-construction meeting with the developer. They want to start to install the infrastructure this winter. They will do all of their infrastructure work before they seek final plat approval. I would expect to see something happen with the Harris property after it is annexed.

**MAYOR:** What is left on the Harris property annexation?

## Richmond City Council Meeting Minutes, August 18, 2022

**JUSTIN:** The public hearing and vote of the city council will happen in September. If approved, the information is then submitted to the state for final approval. If annexed, the land comes in as A-10 (Agricultural 10-Acre). The developer would have to seek a rezone before proceeding with a subdivision.

**MAYOR:** I found out the abandoned city water tank on Main Street has been used by a homeowner's association for around thirty years. We are going to speak with legal counsel and get his thoughts on how we should proceed with this. Any information we obtain we will bring before the city council. There is a liability concern. We abandoned that tank in the 1990's when the steel tank was completed. I have dedicated my time as mayor to getting all of these previous handshake deals in writing and signed. We need any official agreement completed and signed.

### MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS, AS NECESSARY. CITY PARTY

**JUSTIN:** I was informed by Rocky Mountain Power the LED light project supplies have arrived. They will start to install the LED bulbs in the cobra street lights in September. All of the Rocky Mountain Power owned streetlights will be converted to LED bulbs.

**MAYOR:** Does this include the new streetlight?

**JUSTIN:** No. The new streetlight on the corner of 300 South 300 East is installed by a different crew. The audit will happen next month. We are still preparing for it. We received the \$60,000 grant from UDOT (Utah Department of Transportation) in July. We paid our annual insurance premium in July as well.

**MAYOR:** What does this cover?

**JUSTIN:** We pay the Utah Local Governments Trust in July of each year for the entire new fiscal year. We prefer to receive one bill and make one payment per year. Overall, July was quite quiet from a financial perspective. We will be paying for a lot of road work and other projects which have been happening in July and August. As well as sweeping and striping.

**MAYOR:** Is the price of gas and diesel going down?

**JEREMY:** Not much.

**MAYOR:** I know propane is still expensive as well.

**JUSTIN:** The annual city party will be held on Friday, September 9<sup>th</sup>. The rides will start at 5:00 P.M. Dinner will start at 6:00 P.M. The announcements by the mayor will start at 5:45 P.M. The winner of the Name that Road contest will be announced that night. Bryce Wood and his band are going to do live music. The fire department and sheriff's office will be in attendance. We are hoping to have the SWAT van and the canine unit in attendance. The library will be doing a star gazing activity on the tennis courts after dark. We are doing a new menu this year to change things up. Corn, tomatoes and ice cream have been replaced with funeral potatoes, chocolate chip cookies and watermelon slices. Lower Foods is going to take care of the meat like in the past.

### COUNCIL MEMBER REPORTS

**MAYOR:** Terrie was out of town and asked me to attend the irrigation board meeting. I was unable to attend so I asked Amber to attend on behalf of the city.

**AMBER:** I had never attended an irrigation board meeting. I know nothing about it as I don't own any shares. I learned a lot. They are hoping by March of next year to be paperless. They are having problems receiving payments with their current system. They are trying to be more efficient. It was a simple straightforward meeting.

**MAYOR:** I know the rain in the last couple of weeks has been very helpful.

**AMBER:** They said the water flow has been holding well this year. They are not having the issues this year they had last year. We received a \$2,500 donation from Spartan to purchase a new pool table for the senior center. Everyone is welcome to use the two rooms we painted. Kathy Schultz is doing a drawing in one of the rooms. John Harris did the painting of the two rooms. The bid was around \$4,000. John did not charge us labor and the materials cost around \$700. I have met a lot of people over the past eight months while working on this and it has been a great experience. We will come up with an opening date. It will be very positive for the city.

**TERRIE:** We have lost half of our Trails Master Plan Committee. Carly Lansche accepted a position with the State of Utah. Tayli accepted a position with Montana State University. Both of them were working with the county when they were helping us on this plan. Zac Covington and I are finishing up the draft copy of the plan. We hope to have it to you soon to review.

## Richmond City Council Meeting Minutes, August 18, 2022

**MAYOR:** There was great participation at the open house.

**TERRIE:** Zac is also on the General Plan update steering committee. He is working with the BRAG (Bear River Association of Governments) Director on some CDBG (Community Block Development Grant) funding as well. Those projects are typically \$30,000 or more. The Cache Valley Transit District will be breaking ground on their new eighteen-million-dollar facility in the next couple of months. New offices will be built. All of the buses will be in a building at night. A new area is being built for the mechanics as well. No tax increase was done or bond required for this project. They received fourteen million from a federal grant. The rest of the project is being paid for from funds they have in their capital projects fund.

**KELLY:** When is the ribbon cutting ceremony at the White Pine Park?

**MAYOR:** We had to reschedule it.

**JUSTIN:** It will be on Thursday, September 15<sup>th</sup> at 5:30 P.M. This is before the September city council meeting.

**LYLE:** Will the parking lot lines at the post office be painted?

**JEREMY:** They were supposed to be painted already. When they come back and do some of the crosswalks, we will have them take care of that area as well.

**MAYOR:** Lyle is the point person for helping us to learn to conserve water. It is something we will be working on over the next several months.

**AMBER:** The crosswalk and parking line painting has been good. It makes people notice. Main Street looks really good.

### MAYOR'S REPORT

**MAYOR:** I wish we had more funds for roads. A lot of road work has been done this year.

**JEREMY:** We are now doing things I wish we could have done in the past. We are getting a better product now. It is not cheaper but it is better. We had to make some changes based on the public feedback we were getting.

**MAYOR:** Barragan Full Service has done a great job sweeping. The county did a great job on the roads. Justin, I would like you to see if there is any funding available for cities in the new bill recently passed by the federal government. I would like to see if we can install some electrical vehicle charging stations in town.

### DISCUSSION AND POSSIBLE VOTE ON THE CREATION OF A SOLID WASTE ENTERPRISE FUND.

**MAYOR:** We were notified by Logan City earlier this year they would stop doing garbage service for everyone outside of Logan City next year. We participated in a local group of cities, towns and the county for several months which they called a consortium. Smithfield reviewed their needs for cost and service. They concluded if they remained in the consortium of cities and towns, they would be subsidizing other entities. The consortium wants to operate on one fixed price no matter the location. The group did not want to hire a consultant to evaluate the request. Smithfield recently announced they were leaving the consortium of cities and towns. We notified the consortium we needed time to meet as a council and discuss our future. We met and discussed the issue. The consensus of the city council was to exit the consortium as well. Lewiston has left the consortium as well. There was no collusion between any of us. Each city council decided on their own what was best for them. All of the cities who left want independent options. We have talked with other cities. The Request for Proposal which Smithfield City put out on their own closed today. They said they will share that information with us at a future date after they have had a chance to evaluate what was submitted. We could possibly work with them in the future if it is the right thing to do for both cities. Cost is a major factor but not the only factor. Where are we at right now? We have hired a consultant to do a rate study for us and Lewiston if we do service on our own. I am hoping to have that information in September. We have our own Request for Proposal open right now. It is for garbage and recycling service. The intent of the Request for Proposal is to see if any independent contractors would be willing to dump our cans. We would pay tipping fees and own the cans. It is best for the city to own our own garbage cans. This past Monday, a combined Request for Proposal was issued along with Lewiston asking for pricing on garbage and recycling service.

**JUSTIN:** Tonight, we are discussing if we want to create a new enterprise fund for solid waste service or leave it as part of the general fund. An enterprise fund is fee based. If the service stayed in the general fund, it would or could be paid for with taxes or other funding. My understanding, based on previous discussions, was we wanted it fee based so those who use the service pay for it. I have talked to the auditors and they said we can create the fund with no problem. We need to decide what we want to do for accounting purposes. Whether we offer the service ourselves

## Richmond City Council Meeting Minutes, August 18, 2022

or contract it out would not make a difference. I also need the council to consider what we want to do with the monthly garbage utility charge. Do we want to increase it now? Currently, we are basically a breakeven because we collect funds and pay Logan City. We have no ownership. What comes in then goes out to Logan to pay for the service. We need to own the garbage cans so no matter what happens the cans stay in the city even if the dumping company changes. A new can costs around \$80. We are hoping to purchase used cans from Logan City in the future. We have not spoken with them in this regard but they will have no use for our cans when their contract ends. We are hopeful to purchase the cans from them at a discounted price. I would propose we consider a \$4.00 per month increase so we can start setting funds aside to purchase the cans in July 2023. Right now, we have zero dollars for this type of purchase. I don't want to have to take a loan to purchase garbage cans next year. It is up to the council how they want to fund this service in the future.

**TERRIE:** I support creating an enterprise fund. It would be like water and sewer where it is fee driven. No tax funds would be used.

**JUSTIN:** Tonight, we are only considering creating an enterprise fund. The council needs to start the thought process of how they want to fund it in the future. Nothing is being voted on tonight in regard to the utility rate.

**MAYOR:** If we were to contract with another city like we have done with Logan City then an enterprise fund would not be needed. I don't see that happening. Logan City has been a great partner. Mayor Daines and her staff have been great to work with. In the current scenario we own nothing. That is a concern of mine and something we need to review. We need to make sure the current situation does not happen again in the future. I think long term we need a new facility. If a contractor builds a facility and we part ways then we have no facility to use. We have no data right now to make a decision. We most likely won't have all of the information for several months. We will need a facility for this.

**TUCKER:** I support creating an enterprise fund. It makes sense that it is fee based. It is easy to track for solvency. We would know it works financially. No matter what happens with any option we select an enterprise fund is good for accounting purposes.

\*\*\*A motion to create a Solid Waste Enterprise Fund with an effective date of July 1, 2022 was made by Terrie, seconded by Tucker and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Bair, Crafts, Wierenga, Ervin

No Vote: None

\*\*\*A motion to adjourn was made by Lyle, seconded by Kelly, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Bair, Crafts, Wierenga, Ervin

No Vote: None

Adjournment at 8:09 P.M.

### **RICHMOND CITY CORPORATION**

---

Paul J. Erickson, Mayor

**ATTEST:**

---

Justin B. Lewis, City Recorder