

**RICHMOND CITY COUNCIL**

**MARCH 17, 2020**

The regular meeting of the Richmond City Council was held at the Park Community Center located at 90 South 100 West, Richmond, Utah on Tuesday, March 17, 2020. The meeting began at 6:30 P.M.; Mayor Jeffrey Young was in the Chair. The opening remarks were made by Terrie Wierenga.

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

City Engineer Darek Kimball, City Administrator Jeremy Kimpton, City Recorder Justin Lewis, and City Treasurer Christine Purser were also in attendance.

**VISITORS:** Roger Priest, Craig Harris, Cache County Sheriff Chad Jensen, Mikelshan Bartschi, Zan Murray, Matt Phillips, Sharik Peck, Joel Merritt, Jason Watterson

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM FEBRUARY 18, 2020**

\*\*\*A motion to approve the February 18, 2020 city council meeting minutes was made by Cheryl, seconded by Lyle, and the vote was unanimous.\*\*\*

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

No Vote: None

**UPDATE AND DISCUSSION WITH REPRESENTATIVES OF THE CACHE COUNTY SHERIFF'S OFFICE.**

**MAYOR:** We understand the need to increase the contract amount. We appreciate small increases which have been very reasonable. We know it will continue to adjust. It is a good contract. We can work with what you have proposed.

**SHERIFF CHAD JENSEN:** I know some people were expecting large rate increases. I wanted to watch the hours worked in each city during my first term. I am comfortable with the hours being reported. They are accurate. I will be meeting with the cities, over the next two or three years, on adjusting the contract as we move forward. There are more hours spent in Richmond because it is the largest city in the north end of the valley which we serve. You are receiving many more hours than you are being billed for. Long term we need to decide what number of hours each city needs to pay for. We don't need to get there, right now. We want to be fair. We want to come up with a plan over the next three to four years. Our contract runs July through June. Last year, there were 570 reports. This year it looks like you are going to be about 723 based on current monthly averages. Last year, 333 citations were issued. This year, based on averages, it will be about 370. That does not include citations outside the city which come to your court to be resolved. In regard to animal control, we are building a new animal impound facility at the Sheriff's Office. We will work with all of the cities on the services we will offer. We can even do dog licensing, if needed. We want to have a representative on the board from each city to help with policies, procedures, and other items. The cities can continue to do licensing, or we can take it over. We want to work with all of our contract cities. We hope to keep working with the Humane Society. We hold the animals for five days and then turn them over to the Humane Society for adoption. By doing this, it helps us keep from putting the animals down.

**MAYOR:** Are they part of your new building or separate?

**CHAD:** They have a separate facility on Valley View Highway. They might be getting a new facility. The valley is growing. The county council wants to be a partner and work with the cities. We are looking at building the same facility as in Washington County. The engineered drawings cost them \$90,000, and we can purchase them for \$26,000. We wanted to start on the project last fall, but it did not happen. We are also going to start county probation out of the sheriff's office. Right now, we are not part of the probation process. Adult Probation and Parole deals with those who committed felonies. There are private probation companies who deal with lesser offenses. Their business model is for lower offenses, not criminals. There need to be consequences for those who do not comply. To make these people successful, they need supervision. We want to capture this group in the middle who is being missed. We hope the local judges will work with us. We want to make sure those on probation get jobs and attend their required classes. The goal is to get 25% of those on probation off of probation. An existing sergeant is

being put in charge. Select deputies from the force will be used. We are currently making office space for this project. It will be a great service to offer to the county. Right now, putting people in jail on Friday for them to get out on Sunday is a joke. Some serve their time on weekends sitting in the hallway. Rather than doing this, we need to have them being productive during their probation.

**MAYOR:** I agree.

**TUCKER:** Is there any state funding available for this project?

**CHAD:** Zero. If I can make this work I think the legislature will help us long term. We don't want to strong arm people. The goal is not to put them in jail. The goal is to make them successful. There need to be consequences for bad actions. I want this program going by July 1<sup>st</sup>.

**MAYOR:** Let's talk about the EOC (Emergency Operations Center). We met previously and discussed the sheriff's office utilizing some space on the west side of this building. That area has now been rented out. We are rearranging things to have you on the north end of the building. We want to put you in the northwest portion of the building. There are several different options available. We want to pursue the creation of an EOC with you. We will budget for it when you have funds to budget for it as well, so we can do it as a joint effort. One local school has this building as their emergency location. The other school has the LDS stake center north of this building as their emergency location. We want to have them both consider this their emergency location. This building needs to be the focal point in an emergency.

**MIKELSHAN BARTSCHI:** We are coming up here on March 30<sup>th</sup> to review the building. We will look at costs. We can, then, start to work out the details at that time. We need an EOC. We, also, need a soft interview room. Long term, we want to have a precinct here, but we are not ready for that, yet.

**CHAD:** We might split the county in half long term and have a north and south precinct. Seventeen or eighteen deputies would work out of each area. We would keep familiar faces in each area. There would be less drive time if they did not have to go to the Logan office. The COVID-19 situation is a reason we need to have an EOC. We need one gathering point.

**MAYOR:** It is much easier for us to budget \$10,000 to \$15,000 a year than have to come up with \$100,000 in one year. Let's make a list of priorities and then budget for it.

**MIKELSHAN:** Chad and the assistant county executive will be meeting to discuss large capital improvement projects.

**MAYOR:** We have a good relationship with the sheriff's office, as do the residents. We want to continue on with it and build on it.

**CHAD:** We love working with the cities. Each city is unique. Each city has different problems. We address different problems in each city. There are no blanket answers to the questions. We are here to help you.

**PUBLIC HEARING ON ORDINANCE 2020-08, AN ORDINANCE DELETING TITLE 14-000 "UTILITIES", CHAPTER 14-200 "SEWER", PART 14-225 "DUMPING OF RECREATIONAL VEHICLE SEWAGE (BLACK OR GREY WATER)", PART 14-226 "VISITORS UTILIZING THE SEWER SYSTEM" AND AMENDING CHAPTER 12-300 "DEFINITIONS".**

**JUSTIN:** Currently, the city does not allow RV's to dump their waste in the sewer system of the city. After consultation with Darek, Jeremy, and Terrie, we feel this section of code needs to be changed. After review, there is not anything an RV is going to dump into our sewer system to damage the system. If this ordinance is adopted, people could dump their RV waste into the sewer system.

**MAYOR:** I argued the current code was bad from the time I got put on the council. I had a family scenario where I found out this was illegal to do. This is pretty normal to be able to dump an RV into the sewer system. I could not figure out why this was in our code. I think this proposed ordinance is appropriate.

**TERRIE:** We do not allow permanent connections to the sewer system from an RV. If that happened, we could have an illegal trailer court.

**LYLE:** Are there chemicals they can dump in the system which would hurt the MBR plant?

**JEREMY:** The chemicals are hard on septic tanks. Overall, the amount of RV waste dumped into the system would be small. By the time the waste gets to the sewer plant, it would be diluted. It is organic- and enzyme-based. Franklin had a city RV dump. We never had a problem with our ponds because of RV waste. In Franklin, the dumpsite is close to the lagoons and does not have a chance to dilute. I don't see approving this ordinance having any adverse effects on our sewer system.

**LYLE:** I was caught for illegal dumping a long time ago. I did not know about the current city code.

**JEREMY:** It used to be a big issue. It is not as much of an issue now. Some people are still convinced it is a problem. I have researched the issue. I cannot find a link to sewer system damage and RV dumping.

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**DAREK:** I don't know of any other town which does not allow RV's to dump their waste into the system. Consumers cannot purchase the chemicals which can hurt the system. The concentration of the chemicals which can be purchased is very small.

\*\*\*A motion to close the regular council meeting and open the public hearing was made by Terrie, seconded by Tucker, and the vote was unanimous.\*\*\*

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

*The public hearing opened at 7:03 P.M.*

There were not any comments or questions.

\*\*\*A motion to close the public hearing and reopen the regular council meeting was made by Lyle, seconded by Kelly, and the vote was unanimous.\*\*\*

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

*The public hearing closed at 7:04 P.M.*

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2020-08.**

\*\*\*A motion to adopt Ordinance 2020-08, an Ordinance deleting Title 14-00 "Utilities", Chapter 14-200 "Sewer", Part 14-225 "Dumping of Recreational Vehicles Sewage (Black or Grey Water)" and Part 14-226 "Visitors Utilizing the Sewer System" and amending Chapter 12-300 "Definitions" was made by Lyle, seconded by Terrie, and the vote was unanimous.\*\*\*

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

**PUBLIC HEARING ON ORDINANCE 2020-09, AN ORDINANCE AMENDING TITLE 13-000 "POLICE DEPARTMENT", PART 13-261 "DEFINITIONS AND ESTABLISHMENT".**

**JUSTIN:** Currently, in order to apply and obtain a dog kennel license, the applicant must have a parcel of at least 20,000 square feet. The proposed ordinance would allow a person to have three dogs if they have 15,000 square feet or more. In order to have four to six dogs, 20,000 square feet or more would be required. A person would not be allowed to have more than six dogs. This does not include puppies which would be leaving when they are old enough. We checked our records, and we don't show anyone in town with more than six dogs at this time.

\*\*\*A motion to close the regular council meeting and open the public hearing was made by Tucker, seconded by Kelly, and the vote was unanimous.\*\*\*

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

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

There were not any comments or questions.

\*\*\*A motion to close the public hearing and reopen the regular council meeting was made by Terrie, seconded by Lyle, and the vote was unanimous.\*\*\*

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

No Vote: None

*The public hearing closed at 7:07 P.M.*

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2020-09.**

**TERRIE:** The current ordinance does not include any verbiage regarding setback requirements. The proposed ordinance requires setbacks of at least 15 feet.

**CHERYL:** What about existing dog kennels?

**TERRIE:** I would say if it is already approved via conditional-use permit, then it is grandfathered in. There has not been any verbiage in the code mentioning what happens if a person does not have a kennel license if they are required to do so. Some verbiage has been added making it an infraction. A kennel license is needed for three or more dogs.

**CHERYL:** Will we notify people of this change?

**TERRIE:** We will update our code and revise the kennel application.

\*\*\*A motion to adopt Ordinance 2020-09, an Ordinance amending Title 13-000 "Police Department", Part 13-261 "Definition and Establishment" was made by Terrie, seconded by Kelly, and the vote was unanimous.\*\*\*

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

No Vote: None

**PUBLIC HEARING ON ORDINANCE 2020-10, AN ORDINANCE DELETING IN ITS ENTIRETY PART 13-360 "LODGING ACCOMODATIONS", PART 13-361 "REGISTRATION UNDER FICTITIOUS NAME", PART 13-362 "UNLAWFUL OCCUPANCY", PART 13-363 "OCCUPANCY BY PERSONS OF OPPOSITE SEX", PART 13-364 "REASONABLE DOUBT OF LAWFUL RELATIONSHIP" AND PART 13-365 "MULTIPLE NIGHT RENTALS".**

**JUSTIN:** This is another housekeeping ordinance. The current code must have been created decades ago. The code talks about a man and woman not married cannot rent a room together. There is wording about using a fictitious name to rent a room. All of the code in this section would be deleted. There would not be any new code added.

\*\*\*A motion to close the regular council meeting and open the public hearing was made by Lyle, seconded by Terrie, and the vote was unanimous.\*\*\*

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

No Vote: None

*The public hearing opened at 7:13 P.M.*

There were not any comments or questions.

\*\*\*A motion to close the public hearing and reopen the regular council meeting was made by Tucker, seconded by Cheryl, and the vote was unanimous.\*\*\*

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

No Vote: None

*The public hearing closed at 7:14 P.M.*

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 2020-10.**

\*\*\*A motion to adopt Ordinance 2020-10, an Ordinance deleting in its entirety Part 13-360 “Lodging Accommodations”, Part 13-361 “Registration Under Fictitious Name”, Part 13-362 “Unlawful Occupancy”, Part 13-363 “Occupancy by Persons of Opposite Sex”, Part 13-364 “Reasonable Doubt of Lawful Relationship” and Part 13-365 “Multiple Night Rentals” was made by Tucker, seconded by Terrie, and the vote was unanimous.\*\*\*

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

No Vote: None

**PUBLIC HEARING ON RESOLUTION 2020-02, A RESOLUTION DECLARING PARCEL NUMBER 09-066-0015 AS SURPLUS PROPERTY. THE PARCEL IS 5.11 ACRES AND LOCATED AT APPROXIMATELY 900 WEST MAIN.**

**MAYOR:** This is the parcel by the MBR plant west of town. The county has been talking about creating a northern material handling area for their trucks and products. Right now, they are working on building one in Hyrum. The county is having more demands all the time and needs to spread out their fleet. The land in question is east of our sewer lagoons and MBR plant.

\*\*\*A motion to close the regular council meeting and open the public hearing was made by Terrie, seconded by Kelly, and the vote was unanimous.\*\*\*

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

No Vote: None

*The public hearing opened at 7:17 P.M.*

**CRAIG HARRIS:** Who owns the land that is for sale?

**MAYOR:** The city owns the land. The county wants to purchase the land to put a maintenance shop there.

\*\*\*A motion to close the public hearing and reopen the regular council meeting was made by Lyle, seconded by Terrie, and the vote was unanimous.\*\*\*

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

No Vote: None

*The public hearing closed at 7:18 P.M.*

**TERRIE:** The Resolution is stating we want to sell the land.

**CHERYL:** We don't have to sell it even if we agree to surplus it?

**JEREMY:** Correct.

**DISCUSSION AND POSSIBLE VOTE ON APPROVING THE AGREEMENT FOR FIRE SUPPRESSION AND OTHER EMERGENCY SERVICES BETWEEN RICHMOND CITY AND CACHE COUNTY CORPORATION.**

**MAYOR:** Cache County renegotiates their contracts every four years. I talked with Fire Chief Jay Downs about this agreement. It is similar to the past in most regards. It is a four-year agreement. I think we need to evaluate based on current market conditions. Logan City has announced their intention to leave CCEMS (Cache County Emergency Medical Services). A study is currently being done on fire and EMS service in the valley. There is talk about creating a northern service area. The service area would cover EMS, and each city would cover fire. We have a contract for fire coverage with Smithfield City. Smithfield, also, covers Amalga and Hyde Park. I would like some further explanation on the contract before we approve it. I am concerned about the four years. It says there has to be an issue in order for the contract to be terminated. All other contracts say we can cancel at any time with a certain

amount of written notice. I recommend a year-to-year contract right now. The amount we are paid in the contract has stayed the same for a very long time. They are considering changing the formula to being population and calls of service based. If that is approved, we would get an additional \$4,500 per year. I think the new formula is better. Right now, the county is funding a study. They would like to have a meeting later this month to discuss the study. The study is to determine what the best service would be for the valley. The south end of the valley needs some help and leadership. The north is already working together. I don't think much needs to be changed in the north. Long term, we will have paramedics in the north. Smithfield is working on obtaining their ambulance license. They want to work with the county as well. My recommendation is we do not approve a four-year contract at this point.

**TERRIE:** Two years is the most I would support. I think giving 60- or 90-day notice to terminate the contract is ample notice.

**LYLE:** What happened to the bill before the legislature discussing EMS fees?

**TERRIE:** It did not leave the committee level. I would expect they will continue to work on it and present it again next year.

**MAYOR:** What each city is paying for fire service in the valley really varies. We are paying more with approximately 2,700 residents than some other cities are paying with 8,000 residents. There is not a mechanism in place right now to make it fair. Everyone needs to pay their fair share. I am happy the county recognizes there is a problem and is willing to address it.

\*\*\*A motion to table the Agreement for Fire Suppression and Other Emergency Services between Richmond City and Cache County Corporation was made by Terrie, seconded by Lyle, and the vote was unanimous.\*\*\*

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

No Vote: None

#### **MAYOR'S REPORT**

**JASON WATTERSON:** I have had some scheduling issues and not been able to come before the council sooner. I am here this evening to award the TAP Award. Jeremy and the team have done a lot of hard work. This is a safety risk management award. It helps to avoid common and costly problems. I want to present this award to the council tonight. The city is a safer community because of actions of the staff. The employees and residents are better off. Part of the award criteria is having a safety committee who meets regularly. One item we require is pulling each manhole cover off yearly and checking it out. Sometimes, something like an RV hose can fall in there and cause a backup which could result in losses in the tens of thousands of dollars. It is important to manage risk. I work for the Utah Local Governments Trust. We insure about 550 entities in the state. I help to keep people out of trouble. I reside locally in Benson. I have served on a planning commission before. I work to help Cache County be better prepared for future challenges. It is essential to have a good risk management program. Thank you to you and your staff for supporting this program. Thanks to the council for supporting the staff and providing them a budget to be safe. You previously received a rebate check in the amount of \$1,094.75 as part of the award as well. It is a reward for doing the right thing. The award can be obtained on a yearly basis.

Jason presented the Mayor with the TAP (Trust Accountability Program) award.

**MAYOR:** Jeremy is the newest Level III certified sewer operator in the state. He recently passed this test. It is very intense. We need certified operators. To operate our lagoons, we need Level I and Level II certified operators. Level III is not very common but is required for the MBR plant. This test is very difficult to pass. We had to contract with J-U-B Engineers at one time when our last MBR plant operator accepted employment elsewhere. Currently, we have been using help from Hyrum City. This is a big win for the city. Jeremy, congratulations and thank you.

**JEREMY:** I appreciate your patience and support in obtaining the certification.

**MAYOR:** There is a lot of time involved in getting that certification. Jeremy has been involved with sewer for a long time between working in Idaho and Utah. We need to discuss the COVID-19 virus. The Utah League of Cities and Towns annual spring conference has been cancelled. Almost all events are cancelled. Right now, only groups of ten or less are allowed. It is recommended everyone stand at least six feet apart. We are discussing where we are at with this. We won't lead the charge. At the same time, we won't buck the trend of what others are recommending. We will do what is recommended. We are working hand in hand with local, state, and federal leaders. I had a conference call with Lieutenant Governor Spencer Cox this morning. He is overseeing this issue throughout the

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state. Senator Mitt Romney is speaking about the issue tomorrow. We have been meeting with the local health department and others. The response typically starts at the federal level then goes to the state level then goes to the local level. Cities can enact how they choose to respond. We have done what the state recommends. The Easter egg hunt has been cancelled. The CDC (Centers for Disease Control) has said no groups of larger than ten people for 60 days. That timeline puts us at Black & White Days. Sixty days is Black & White Days weekend.

**CRAIG HARRIS:** Black & White Days would actually be nine weeks after the announcement.

**MAYOR:** The number allowed in a group has shrunk from 100 to 50 and now 10. The rule of thumb has been to let this play out until we have to commit to spend money. Once we have to spend funds, we need to meet and make a decision. We need to decide if we can safely have the event. Once we commit, the funds are spent. Once we spend the funds, we cannot get them back. Usually, we spend around \$20,000 on Black & White Days. Some people are already cancelling events in May. All April events have already been cancelled. Some are choosing to evaluate in a few weeks. Most likely, they will all cancel, but some have not done that yet.

**ROGER PRIEST:** I talked to the Highland Games Association. Their sponsors have already paid. They will refund the sponsors, if needed.

**MAYOR:** We will decide in the next week what we are going to do. I am not sure what the Black & White Days cattle committee has decided.

**CRAIG:** There is major history in this city with Black & White Days. The show has run continuous for 105 years. It has never been missed. Two families have been involved for all 105 years: Howard Anderson's family and the Harris family. It is important to us to have the show. I want to consider moving it back one week. I am not sure if that will do any good. They might extend the quarantine another eight weeks. Our committee would propose having the show later in the year in June or July if the virus clears up. People cannot keep shutdown and in their homes like they are now.

**MAYOR:** We are dealing mainly with federal and state mandates. Not local mandates. We have not done anything locally. We are following federal and state recommendations. We will have an issue if we go against their policy.

**CRAIG:** If you do, you are screwed. It is that simple.

**MAYOR:** In all of the meetings I have attended, there is very little optimism anything changes on March 30<sup>th</sup>. The quarantine has taken place before the main wave of the virus hits. They want to ramp up testing in the next two to three weeks. Right now, they are doing 100 tests a day. Next week, they want to do 200 to 300 tests a day. There are thousands of people to test. They are still trying to understand the curve the virus is following. It has been here, but they had no way to test for it. They need to stop the curve.

**CRAIG:** Is school closed until month end?

**CHERYL:** March 30<sup>th</sup> at a minimum.

**MAYOR:** The schools are planning to be off long term. They are doing more than short term planning right now. It is very doubtful Black & White Days will happen on the scheduled dates. Delay, move, or cancel are the options everyone is discussing with their events. The consensus is nobody has enough information to only delay short term. They need to delay it enough that if the virus takes months to go away, they are still okay.

**TUCKER:** Jason, what are the thoughts of the Trust on this?

**JASON WATTERSON:** The mayor is spot on. Pushing back a week does not do much. It does not make sense to only move it a week.

**MAYOR:** One advantage of Black & White Days is it is two totally different groups. There are the cattle show and the city activities. They are quite independent of each other. One thing to consider is postponing the cattle show until later and cancelling the city activities. I don't think the city will do our activities on a different date. We might consider it, but I am not sure. Maybe, the cattle show could happen in the fall. The city party is on a Friday or Saturday night in September. Maybe, the cattle show could be done during the week leading up to the city party.

**LYLE:** That is an idea to consider.

**TUCKER:** That date pushes it out far enough people could actually consider it.

**MAYOR:** If we did that, it would be in September.

**CRAIG:** The issue is there are state and national dates to schedule around, as their dates have been scheduled.

**MAYOR:** There might be some flexibility on what you can do. We could have budgetary issues if we try and push Black & White Days into a new fiscal year.

**CHERYL:** We need to let the youth council and other groups know what is going on.

**CRAIG:** This is an issue all over the country of what to do.

**MAYOR:** Delaying one week won't work. It will not help you. The realistic option is to move it back after all of those other shows. Then, you have plenty of time to evaluate what you want to do. It is better to have a later date than a sooner date. I would push back as far as possible.

**CHERYL:** I agree.

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**KELLY:** So, do I.

**CHERYL:** It is a better option than scraping it all together.

**MAYOR:** The horse virus a few years ago made us make sweeping changes.

**CRAIG:** In 2015, there was an issue with the cows which almost caused us to cancel, but we were able to move forward and hold the show.

**ROGER:** What do I tell the vendors and Highland Games representatives?

**MAYOR:** The event cannot happen on its scheduled date. Federal guidelines are not changing anytime soon. I don't want to be the first city to hold an event with so many unknowns. The longest we have to wait to postpone is a week or two.

**TERRIE:** There is talk of extending the quarantine from eight to twelve weeks. The earliest the show could happen if that happened would be mid-June. There would be other scheduling conflicts, as well, to consider. I like the idea of possibly having the cattle show around the time of the city party. I know you have specific dates you need to work around for the national shows.

**CRAIG:** The end of June would almost be perfect.

**MAYOR:** I would err on the side of going as late as possible. You will only have one chance to reschedule.

**CRAIG:** When will they extend the quarantine if they do?

**MAYOR:** That is unknown at this time.

**TUCKER:** We have to cancel or reschedule. We don't want to commit funds and then have to cancel. I think we push it out or cancel.

**LYLE:** I agree.

**KELLY:** I think September is a good option to consider.

**MAYOR:** I am happy to talk with the horse pull committee or anyone who has questions.

**CRAIG:** We will look at dates and times and see what happens in the next two weeks.

**SHARIK PECK:** The state fair starts on September 10<sup>th</sup>.

**ROGER:** Should I invite the Highland Games to attend in August or September?

**MAYOR:** Right now, I would say no. We are dealing with too many unknowns.

**CHERYL:** They can do their own thing.

**TERRIE:** Agreed. They have before.

**MAYOR:** They are welcome to use our fields, but they need to follow federal and state directives. They cannot use our fields when the quarantine is in place. We cannot commit to anything at this time. Craig, by the next city council meeting, have us a list of proposed dates.

**CRAIG:** I will come back with some different options. We want to honor tradition. We are known for this event. Four national shows have cancelled so far.

**JUSTIN:** The following was just announced: "Executive Order: Governor Herbert is issuing an executive order for all bars and restaurants across the State of Utah to close to dine-in service for two weeks. See this news report for details".

**MAYOR:** Our next council meeting is on April 21<sup>st</sup>. This issue is changing daily. It is moving so fast everything is changing daily. Nobody has experienced this before. Nobody has any experience of what to do as this has never happened before. The only thing we can do is review what was done with previous pandemics. The last one was in 1919. All we can do is see what is the same and what is different.

<b>EXECUTIVE SESSION TO DISCUSS THE SALE OF REAL PROPERTY, PURCHASE OF REAL PROPERTY AND LEASE OF REAL PROPERTY, UTAH CODE ANNOTATED 52-4-205 (1) (D) &amp; (E).</b>
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\*\*\*A motion to close the regular council meeting and open the executive session was made by Cheryl, seconded by Lyle, and the vote was unanimous.\*\*\*

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

No Vote: None

*The Executive Session opened at 8:05 P.M.*

Those in attendance: Mayor Young, Tucker Thatcher, Cheryl Peck, Kelly Crafts, Lyle Bair, Terrie Wierenga, Darek Kimball, Jeremy Kimpton, and Justin Lewis

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\*\*\*A motion to close the executive session and reopen the regular council meeting was made by Terrie, seconded by Lyle, and the vote was unanimous.\*\*\*

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

*The Executive Session closed at 9:05 P.M.*

\*\*\*A motion to temporarily adjourn the council meeting for a short recess was made by Lyle, seconded by Tucker, and the vote was unanimous.\*\*\*

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

*The council took a short recess at 9:05 P.M.*

\*\*\*A motion to reconvene the regular city council meeting was made by Tucker, seconded by Terrie, and the vote was unanimous.\*\*\*

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

*The council meeting was reconvened at 9:13 P.M.*

**DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 2020-02.**

\*\*\*A motion to table Resolution 2020-02, a Resolution declaring Parcel Number 09-066-0015 as surplus property was made by Terrie, seconded by Cheryl, and the vote was unanimous.\*\*\*

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

**MAYOR:** We would like to set up a meeting with the county and J-U-B Engineers to discuss.

**ZAN MURRAY:** I can meet as early as tomorrow.

**MATT PHILLIPS:** We (The County) would like to meet as well, as soon as possible, to discuss any concerns.

**MAYOR:** The council has asked me, Tucker, Terrie, and Jeremy to meet with you. We will meet you here tomorrow, Wednesday, at 4:00 P.M. to discuss and review.

**EXECUTIVE SESSION TO DISCUSS THE SALE OF REAL PROPERTY, PURCHASE OF REAL PROPERTY AND LEASE OF REAL PROPERTY, UTAH CODE ANNOTATED 52-4-205 (1) (D) & (E).**

\*\*\*A motion to close the regular council meeting and open the executive session was made by Cheryl, seconded by Kelly, and the vote was unanimous.\*\*\*

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

*The Executive Session opened at 9:18 P.M.*

Those in attendance: Mayor Young, Tucker Thatcher, Cheryl Peck, Kelly Crafts, Lyle Bair, Terrie Wierenga, Darek Kimball, Jeremy Kimpton, and Justin Lewis

\*\*\*A motion to close the executive session and reopen the regular council meeting was made by Cheryl, seconded by Terrie, and the vote was unanimous.\*\*\*

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

No Vote: None

*The Executive Session closed at 9:56 P.M.*

**MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY.**

**JUSTIN:** The sales tax received in February totaled \$43,266. This was from December sales. We receive the funds two months after collected. We are happy when it is over \$30,000 per month. The library received a CLEF Grant in the amount of \$5,500. We received the Utah Recreation Grant funds in the amount of \$65,000. We have now received all of the funding on the three grants for the trail project. The new snowplow truck has been purchased. The cost was split 1/3 each to water, sewer, and Class "C" Road funds in the amount of \$31,222. The bed and snowplow are being installed, so we will add those expenses when we are invoiced for them. The library has received several grants this year which they are spending their funding from. There are the KUED Grant, CLEF Grant, and VR (Virtual Reality) Grant. The new budget will be presented and discussed at the April council meeting. The public hearing and vote of the council will be at the May council meeting. The current budget will be adjusted in June. The cemetery district audit for 2019 has been completed. There were not any findings, issues, or concerns. We have been notified by Logan City they will only supply the green waste dumpster in April and October of each year moving forward. This is a free service they have provided in the past, and they can no longer do it. We have paid for the employees to oversee the green waste dumpster and garbage dumpster as well as pay the cost associated with the garbage dumpster. Some other cities in the valley have green waste garbage cans. I contacted Logan City, and the city can offer this service if we can get the residents to commit to a minimum of 250 green cans in the city. The cost is \$5.00 per month and billed monthly as part of the regular utility bill. The green cans are dumped from the last week of March through the second week of November. The collection day would be our normal garbage day which is Friday. I would like to include a blurb in the upcoming newsletter asking the residents who would be interested in having a green can. We cannot commit to the new program until we know we will have at least 250 participants. Right now, we are just asking people if they are interested in and would sign up for the service. When the green waste dumpster is not here, we will not offer garbage dumpster service. There will not be any dumpsters in town from May through September.

**MAYOR:** April and October are the big months for spring and fall cleanup. About sixty to seventy percent of the items put in the dumpster at that time are trees and bushes. Now people will have to take them to the dump in Logan outside of those months. We lose about \$12,000 per year offering the garbage dumpster service. We will need to notify the dumpster workers of this change.

**JEREMY:** They are aware the service is up in the air and being discussed.

**TUCKER:** Will we still monitor the dumpsters when we have them?

**JUSTIN:** Yes. They will be monitored in April and October like they have been in previous years when they are open on Wednesday and Saturday.

**MAYOR:** Please get it posted, and let's see what type of support we have for green waste cans.

**COUNCIL MEMBER REPORTS**

**TUCKER:** Dave Cavanaugh is a ham radio operator. He is wondering if he can get access to the antenna at the fire station.

**MAYOR:** We will need one for the EOC (Emergency Operations Center). We need a ham radio operator for it. We want to be tied into the rest of the valley in this regard. We need to tie it into this building.

**LYLE:** Is the sheriff's office okay with him having access?

**MAYOR:** They are allowed access. They welcome the ham radio operators in Smithfield and the county. They do test once per month. The sheriff's office encourages periodic training.

**TUCKER:** Are the antennas big?

**LYLE:** The ones on the fire station are not very big. I am not sure what frequency they use.

**MAYOR:** Let's visit with him and see if he is willing to help the city.

**JUSTIN:** Can the antennas be relocated from the fire station to the Park Community Center?

**MAYOR:** Possibly.

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**TUCKER:** Shalee Peck is about ready to start putting the new roof on the Relic Hall. He will call and let us know when for sure. We need to review the project with him before he starts.

**MAYOR:** We need to review the library roof as well.

**TUCKER:** I was talking to a representative of Rocky Mountain Power. They offer some grants for things like historic building repairs. We need to write and submit a grant to them. Who can write a grant?

**MAYOR:** Terrie.

**TERRIE:** I attended a grant writing workshop several years ago in behalf of the city.

**JEREMY:** We have some bids to repair the roof on the library.

**MAYOR:** The bid from Mtn Peak Roofing is about \$17,000 and the bid from HI Quality Roofing is about \$15,000.

**JEREMY:** Some of the venting will be removed as part of the project as well.

**MAYOR:** One bid is for material that is 80 mil thick, and the other bid is for 60 mil. The difference in cost is about \$2,500. A quick fix is about \$500. Right now, we have water leaking into the building.

**JEREMY:** We have not reviewed the budget, yet, to see which fiscal year this project will happen in. We might need to do the \$500 patch now, and then schedule the repair for down the road.

**TUCKER:** It would not take much for \$15,000 worth of contents to be damaged inside the building.

**MAYOR:** Lora does not want to move the library into this building unless we make major improvements in this building. We could move the library down here pretty economically. The existing library is going to require some funding. The restrooms need to be repaired. The costs are adding up. Not much needs to be put in this building. I am just asking everyone to consider moving them now.

**TERRIE:** New shelving will be a big cost. The shelving in the existing building is built in. Certain standards on shelving must be met.

**CHERYL:** They won't move if they don't get much more space.

**TERRIE:** They will get at least a 50% increase in floor space by moving into this building.

**CHERYL:** Additional space is her biggest concern.

**MAYOR:** She attended a seminar where she was told don't move into another building unless you can double your floor space.

**DAREK:** We will be required to be ADA compliant at the existing library at some point.

**JEREMY:** How is that not a current mandate?

**TERRIE:** Because we offer home delivery and curbside service.

**MAYOR:** That changes if we remodel or add additional space.

**TERRIE:** If the council is willing to allow the relocation, the staff can review the transition over the next eight weeks or so. I think it will take four months or so to move and be operational.

**MAYOR:** Once the roof comes off the building, we are going to have to repair what we find has gone bad under the roof as well. I would not be surprised if the cost is at least \$40,000 to \$50,000. We cannot afford to make the library in this building elegant. We need to look at options.

**CHERYL:** Do you want to move them now or do it later on?

**MAYOR:** I want to move them now. The council room is nice but was not expensive. Sheetrock and paint made this room look nice.

**CHERYL:** I don't think Lora is looking for expensive wood trim. She is more concerned about the flow of the library.

**MAYOR:** Can we do what she wants in phases?

**TERRIE:** I attended the seminar on library buildings. The discussion was on when to remodel, upgrade, or start with a new building. The most cost-effective option is a new building. The rule of thumb is to only move if you can double your space. If we add one classroom across the hallway, their space will be at least doubled.

**MAYOR:** We are not building a new building. We would use what space we have available in this building.

**TERRIE:** The concern is not having a new building but only moving if there is enough space.

**MAYOR:** Either way, we are going to spend money on this building or that building.

**TERRIE:** Let's talk to Lora. I am not sure if she is aware of the true cost of the renovation projects. The concrete is crumbling. There is a leak over the main door. We need to meet with her and discuss. If she is not on board in moving down here, it will be hard to do. We need to show her it is possible to move here and have the space she wants. The space we have in the existing building for the VR Grant is not adequate.

**MAYOR:** Let's start the conversation with Lora. Maybe, we phase what needs to be done over time. We know at least one wall needs to be removed.

**TERRIE:** Can we afford to move them down here now?

**JUSTIN:** We need to get some bids to see what the projects will actually cost.

**JEREMY:** The walls are not hard to remove, but the shelving and carpet will add up.

**MAYOR:** Either way, we are spending funding on that building or this building.

**CHERYL:** Do we need to fix the roof on the library building if they move down here?

**TUCKER:** No matter what, the roof has to be fixed correctly for the long term.

**JEREMY:** Structurally, the outer shell of the building needs to be maintained. Maybe, we consider getting the walls removed and then look at shelving in this building.

**MAYOR:** Let's look at costs and then make a decision.

**TUCKER:** The shelving will be a lot of money.

**TERRIE:** The children's section will have different shelving than the rest of the library. I want to make sure they have a third room long term.

**JEREMY:** They will have one from the start. They will have the media center and two classrooms.

**MAYOR:** We will remove the two walls and combine the three rooms into one.

**LYLE:** In the north end, there are two classrooms on each side of the building.

**JEREMY:** The east side, also, has the media center.

**MAYOR:** With our current setup, there is no separation between Jeremy's office and the office staff. Nobody uses the restroom in that office. It is awkward being part of the office space. We are looking at spending some funding to close off the doorway and add a hallway.

**JEREMY:** We would have a closet for our IT items and a new hallway leading into the room behind the main office.

**MAYOR:** We would put a wall in the teacher's lounge and make that Jeremy's office. His current office would become a conference room.

**JEREMY:** Right now, we have no flow for sit down meetings.

**MAYOR:** Troy Hooley said the bid for the job is \$3,200 to move the doors and add a wall.

**TUCKER:** Is the bid for materials only?

**MAYOR:** Yes. He wants to work on Friday outside of his regular work schedule to do the work. He would be paid overtime. I don't think it is cheaper to have a contractor do the work.

**TERRIE:** The project is so small I don't think a contractor would bid the job.

**JEREMY:** Another reason to add the hallway is, right now, in an emergency situation the office staff has nowhere to go, as there is only one entrance/exit to that office. We are thinking of something bad such as an active shooter scenario. There are some people who have come into this building and made the staff feel uneasy. We will review the budget and see when we can do it. On the other bid, Spartan Company is wondering if they pay for the materials, then we would provide the labor for the project.

**MAYOR:** Spartan has asked to put an exercise room in this building. They would pay for the equipment. If we do the labor portion of the project, they will allow us to use the equipment. The equipment could be used by them, our staff, and the council. The community would not have access to the room. The estimate of what they would pay would be about \$10,000.

**KELLY:** It would be nice to see more of this building utilized.

**MAYOR:** They want us to pay the labor to install a shower and changing room.

**JEREMY:** We have not seen any drawings, yet. There would be a private changing area, maybe some lockers, and a private shower or two.

**MAYOR:** Jeremy, work with Justin on the budget and see where and when these items can be included.

**DISCUSSION AND POSSIBLE VOTE ON THE LEASE AGREEMENT BETWEEN RICHMOND CITY AND BEAR RIVER HEAD START.**

\*\*\*A motion to approve the rental/lease agreement between Richmond City and Bear River Head Start, as amended, was made by Terrie, seconded by Kelly, and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON SELLING PARCEL NUMBER 09-066-0015.**

This item was not discussed, and a vote was not taken.

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

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

Adjournment at 10:39 P.M.

**RICHMOND CITY CORPORATION**

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Jeffrey D. Young, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder