

**RICHMOND CITY COUNCIL**

**JULY 21, 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, July 21, 2020. The meeting began at 6:30 P.M.; Mayor Jeffrey Young was in the chair. The opening remarks were made by Lyle Bair.

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

Kelly Crafts arrived during the meeting.

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

**VISITORS:** Lora Smith, Holly Jo Karren, Brett Gyllenskog, Max Gyllenskog, Craig Harris, Deputy M. Richardson

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM JUNE 16, 2020**

\*\*\*A motion to approve the June 16, 2020 city council meeting minutes was made by Lyle, seconded by Terrie, and the vote was unanimous.\*\*\*

Yes Vote: Thatcher, Peck, Bair, Wierenga

No Vote: None

Absent: Crafts

**DEPUTY'S REPORT**

**MAYOR:** It has been an interesting last week. We appreciate you coming to update us about what is going on.

\*\*\*Council Member Kelly Crafts arrived at the council meeting.\*\*\*

**DEPUTY M. RICHARDSON:** I have been involved in the cases you mention. A lot has happened. The investigation has been ongoing over the last week and weekend. We have been working with other jurisdictions as well. Some juveniles have been identified. The investigation is still being worked on.

**MAYOR:** I wasn't aware how far north the vandalism happened. I thought it was all further south until I heard about a different case today. Sounds like from about 300 North to 400 South?

**DEPUTY RICHARDSON:** That appears to be accurate.

**MAYOR:** Was it just vandalism or was theft an issue as well?

**DEPUTY RICHARDSON:** I was told it was both but have not been able to confirm that.

**TUCKER:** Were the suspects local?

**DEPUTY RICHARDSON:** I do not know. I was told they had an intention of coming to the city.

**MAYOR:** Do we need to worry about this happening again? I know we need to be vigilant, but do we need to be more vigilant than normal? This is a big case for a low key town.

**DEPUTY RICHARDSON:** This happened not only in Richmond but other parts of Cache Valley. Once someone is arrested, we will try and figure out the motive behind what they did.

**MAYOR:** Is there more theft and vandalism than normal?

**DEPUTY RICHARDSON:** More youth are congregating in areas. They like to go up the canyon and to other isolated areas.

**MAYOR:** Tonight, we will be discussing Black & White Days. It was postponed from May until possibly September. We will be in touch with details. If something happens this year, it won't be like past years. It is still a work in progress. How is the COVID-19 virus effecting the police force?

**DEPUTY RICHARDSON:** If we have any close contact with someone with the virus, we notify the health department and then have to quarantine. If we receive a positive test, we have to quarantine for 14 days.

**MAYOR:** Do you have priority on getting tested?

**DEPUTY RICHARDSON:** The hospital uses a rapid test for our department.

**LYLE:** There is now a test which can offer results in 24 hours.

**BUSINESS LICENSE**

**HUSTLE HAULING & REMOVAL**

**BRETT GYLLENSKOG:** I just moved to town and live on 300 East. I am starting my own business for the first time. It is a junk removal business. It is just a small business. I have a full-time job in Logan right now.

**TERRIE:** Do you have trailers you will park at your house? More than just a pickup and one trailer?

**BRETT:** Just one truck and trailer right now. My dad, Max, is my business partner. He is helping me learn to run a business. I won't bother anyone. I am willing to help anyone with junk, garbage, and tree removal.

**TUCKER:** Will there be any storage of items at your home other than the truck and trailer?

**BRETT:** We have a storage unit in Logan where we keep things. I have only done two or three jobs so far. I will not be storing things at my house. I will keep the house clean. We are renting the home.

**MAX GYLLENSKOG:** The trailer will be at the house for an hour or two when it is loaded, so we can sort through the items and remove items which can be recycled. The rest will go to the junk or into storage. We want to get money from the recyclable items. We don't throw away usable items.

**BRETT:** My dad lives in Smithfield, and we will be doing some of the sorting at his place as well. My last load came from North Ogden. Not much of it was garbage. It took about two hours to sort. Some of the items went to Deseret Industries and some into our storage unit.

\*\*\*A motion to approve the business license request for Hustle Hauling & Removal (Brett Gyllenskog) was made by Terrie, seconded by Tucker, and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION ON GARBAGE, RECYCLING AND A PROPOSED FEE FOR GREEN WASTE SERVICE.**

**MAYOR:** Issa Hamud is here this evening to answer questions from the council. I talked to everyone previously about what is being considered. Issa is going to talk about green waste and what is going on. There is the potential for a new fee to be charged to bring the green waste dumpsters back to the city. I support it. There are a lot of general questions. We have asked for an update on the program and what is being considered.

**TERRIE:** I had a great discussion with Issa on the subject after a recent Cache County Council meeting.

**ISSA HAMUD:** Logan City has its own garbage collection system. In about 1978 or 1979, a valley district was formed to help the smaller cities. Each city had a small landfill at that time. Those landfills were closed, and then there was only one large one in Logan. The county contracted with all of the cities including Logan. All cities are under contract with Cache County. The county in turn contracts with Logan City for the service. The Cache County Council is the Board of Directors. Their decisions affect the entire service area. SWAB (Solid Waste Advisory Board) was formed with three mayors from the south end of the valley and three mayors from the north end of the valley, as well as a county council member and other community members. SWAB advises the county council. Mayor Young is a member of SWAB. Membership on the board rotates. We are going to talk about green waste this evening. SWAB supports a valley wide fee for green waste service. I know Terrie and others have some concerns. I talked to Terrie after the last county council meeting. I am going to give an outline of the composting and collection of green waste. We will discuss composting, sales, collection, and growth. The program started in 1990 and was improved in 1993 and 1994. I was hired at that time to start the program. The program started operating in 1995. Drop sites were established throughout the valley in 1997 and 1998. In the beginning, the green waste was brought to the landfill by people. Logan City removed their dumpsters in 2006. Green waste cans were offered at that time, and the dumpsters were removed. Since 1993, the program has grown, and many pieces of equipment have been purchased. The equipment needed for the operation costs around \$2,500,000. Garbage collection always takes priority over the green waste program. If we have time, we deal with green waste. A lack of funding is the problem. The annualized cost of the equipment is \$216,756 per year. The annual operating cost of the compost facility is \$353,079. There is not any funding to pay for this program. We make some compost products like mulch and wood chips which can be purchased. We offer nine products for sale. The cost of the products range in price from \$8.00 to \$30.00. We have tried to run the program with limited funding. We don't sell all of the products we make. There is a lot of effort to make the products, but we don't sell everything unfortunately. State law requires we must process the green waste within two years of receiving it, or it must go into the landfill. It is not fair to those people who take the

time to keep it separate and out of the landfill. Revenue from compost sales in 2019 totaled \$127,445. There is a significant amount of the program which is not funded. We do well operating and dumping the drop sites in April of each year before garbage collection gets really busy. In May and thereafter, we get busy with construction items and containers. People pile their debris around the green waste bins daily. It is something we have to deal with, and it takes time. Our employees have to dig out the dumpsters to move and dump them. In 2019, there were 19,707 tons of green waste collected. In 2019, there were 6,477 cubic yards of green waste sold. As you can see, a lot more is coming in than is going out. We are not able to process everything we receive. If the program is funded, we will purchase some new trucks with arms which can remove large items from the bins. We would also have a bin hauling truck as well. We don't want to bring empty bins back to the compost center. We want them to be full. Two new employees would be hired if the program is approved. One employee would handle the bins in the north end of the valley and the other employee the south end of the valley. There would still not be drop site locations in Logan. There were 16 drop site locations in the valley in the past. Almost every city has a drop site, except for Logan. Another issue is the amount of tonnage in the bins. The average bulk truck is hauling 2.74 tons, and the roll on/roll off dumpsters average 2.96 tons. The bins are designed to haul ten tons. The bulk nature of green waste does not allow this. We want to provide a better service than in the past. We could remove the big bulk items so more waste can go in the bin. In 2019, there were 69.30 tons of green waste collected from the Richmond drop site. The annual cost of the drop sites is \$240,833 which is based on having two full-time employees and the necessary equipment. I know there has been an interest by the city in getting the green waste garbage cans. We are willing to provide them to the city. The number of green waste garbage cans being distributed in the valley is going up. There are 41,593 black garbage cans throughout the valley.

**MAYOR:** Reviewing the number of green cans sold, our goal was 200, so we could offer the service. These other cities are less than that.

**JUSTIN:** The numbers for green cans are those which have been requested since the green waste bin service was stopped, not the total number of cans per city. The total number of green cans in the valley is 7,604.

**ISSA:** Garbage service is an Enterprise Fund. We need to make sure the \$5.00 per month or \$60 per year cost for the green cans covers the cost of the service. On average, one green waste can costs \$60 to \$80 to purchase. We won't make any money the first year the green can program is implemented in a city. There are some funding options being considered. The cost to fund the compost program is \$0.45 to \$0.50 per dwelling per month for the entire valley. The collection program will cost \$1.00 per month per dwelling to cover the cost. Three options were presented to SWAB for consideration.

#### **Alternative 1**

- Keep the two month per year plan (April & October)
- Cut compost product cost
- Fund the compost facility

#### **Alternative 2**

- Provide one to two month service (April & October)
- Let every city pay its drop site service after the two months service
- Fund the compost facility shortfall
- Cut compost product cost
- Hauling cost \$126 per load

#### **Alternative 3**

- Provide season long green waste service
- Fund both the collection and compost facility

### Alternative 1

#### Pros

- Least expensive
- Will fund the compost program
- Will allow public to get compost product at lower cost

#### Cons

- The service is not adequate due to the popularity of the program

### Alternative 2

#### Pros

- May cost less if a city decides not to have the drop site
- Will fund the compost program
- Will allow public to get compost product at lower cost

#### Cons

- The Cities will pay the program from their funds
- Cities have to address public concerns
- Potential problem if some cities implement and some cities do not
- Requires coordination from the host city staff to deal with
- Site management
- Contamination
- Adequacy of the service

### Alternative 3

#### Pros

- Provide season long green waste service
- Fund both the collection and compost facility
- Provides affordable compost product
- The program will be paid by the service fee
- Cities pay nothing
- Logan ED will monitor the drop sites to an extent
- Host city staff coordination will be limited
- Will help the compost facility

#### Cons

- Required minimum of two employees
- One new bulk truck \$140,000
- Requires funding
- Funding the composting facility by \$0.50/ month per household
- Funding the drop site collection by \$1.00/month per household (Communities outside of Logan)

**ISSA:** The cost for Option 3 would be \$0.50 per month for the composting facility and \$1.00 per month for the collection system. We could have just increased the monthly garbage rate to pay for the program. We want to fund the program separately, so we can show actual costs and revenue.

Richmond City Council Meeting Minutes, July 21, 2020

**MAYOR:** I agree. Logan City has been working on separating programs into departments to show their costs and specific details of each department. Then, different programs and scenarios can be reviewed and changed as needed.

**ISSA:** The garbage fund is an Enterprise Fund. It is not part of other Logan City funds. Logan wants to lessen their liability as well. We own two landfills. One option would be to cut the cost of the compost by 50% for those wanting to purchase it if the program is properly funded.

**TERRIE:** When I worked for a university. I know our department had to abide by certain resale rules. I know a city cannot offer unfair competition against private business. How does this program work?

**ISSA:** I know private companies usually sell in small quantities of two cubic yards or less. They sell individual bags. We only sell in bulk quantities. Also, it is your product. You paid for it. The county council could offer the product for free if they wanted to. I don't see any competition concerns in this regard. I have never had one complaint in this regard in 27 years of working for Logan City. We do give firewood away for free. A person just has to cut it, and they can take it. We are in the process of saving funds to close the Logan landfill long term. If we don't set aside money now, then there will be a big fee increase later. We are purchasing about three million dollars' worth of new equipment this year for the garbage system. We try and put about 25% of our revenue into a reserve account each year to pay for future purchases and the landfill closure. It is going to cost around \$7,000,000 to close the landfill.

**MAYOR:** Logan has been offering this service for many years. They have reviewed this program for a long time. I proposed in a SWAB meeting to support Option 3. The bins would be emptied more often. The bins would be open all the time. I also appreciate the thoughts and concerns of Terrie and others as well.

**TERRIE:** My main opposition is that SWAB selected Option 3 and sent it to the county council a week later for adoption. The community was not informed about what is going on. I think about 20% or less of the community are using the green waste dumpsters. People in townhomes and apartments do not generate green waste. How is it fair to assess a fee on about 80% of the people who don't use the service? I support the green waste program and recycling. I do my own composting. I want people to be aware and informed. This is another fee being proposed per household, even though many people will not directly benefit from the program.

**CHERYL:** My son-in-law did lawn care service for townhomes. Green waste is being generated by these facilities, just not directly with each unit.

**TERRIE:** I support the green waste program but have a hard time with the fee which is being proposed. I have tried to use the bins before but they were always filled. I want people to express their concerns.

**MAYOR:** We are third on the list for the amount of tonnage hauled from a city to the compost site.

**CHERYL:** I am surprised where our facility was only open two days per week.

**MAYOR:** And we were monitoring it as well. My recommendation last year was a couple of things need to happen to make the program worthwhile and efficient. I think the cities need to have the dumpsters in a well-lit area. I think the area needs surveillance cameras. Logan should be granted access to the recordings. Real time data of the site should be available. We need to understand what is being dumped. We don't know the extent of what is going in the bins. Where there are cameras in place, commercial dumping has decreased. We need to try and do this program right.

**CHERYL:** Would the dumpsters still be available two days per week?

**MAYOR:** No, they would be open all the time which is a bonus. We would no longer have to monitor them either.

**ISSA:** I can give you more statistics in a year after we have actual results as well.

**CHERYL:** How often do you find non-green waste in the green waste bins?

**ISSA:** That has been a big problem and one of the reasons we stopped the program. Lots of non-green waste is being put in the bins. In most cases, it is not found until after the load is dumped. There have been couches, dryers, washers, and other items put in the green waste bins. We still haul it away because it is garbage. The biggest issue is we don't find these items until they go into the crusher. The crusher has a limited ability to crush anything but green waste. The repair bills are usually \$5,000 to \$10,000. Then, we have downtime as well, as we only have one crusher. We intend to have one driver for the north end of the valley and one for the south, and we can adapt if needed.

**TUCKER:** I noticed the slide showing incoming waste is based on tonnage and outgoing waste is based on cubic yards.

**ISSA:** Those are our best estimates and I think they are comparable.

**TUCKER:** Have you explored other markets to sell your products? Have you considered selling commercially to other areas?

**ISSA:** It is very difficult for a governmental entity to do that. We are not in that type of business. Miller's makes compost in Hyrum. They sell it to box stores.

**MAYOR:** We appreciate the information. The decision rests in the hands of the Cache County Council. SWAB sends information to the county council for consideration. This is the same board which has been working on the plastic bag issue in Logan. We appreciate you coming and providing this information.

**DISCUSSION REGARDING THE POSSIBILITY OF HAVING THE BLACK & WHITE DAYS CATTLE SHOW AND HORSE PULLS IN SEPTEMBER.**

**MAYOR:** Nothing was done in May for Black & White Days this year. Shane Spackman and Craig Harris previously attended a council meeting where we discussed possibly postponing the event until later this year. We said we would revisit the subject in July. Since then, we have learned a lot about the virus. There are state and local requirements. The local health department has requirements as well. The State of Utah is not requiring masks but is asking people to wear them. That could change at any time. I know the governor wants to see a daily average of 500 or less cases, or he will implement additional restrictions. Cases are up and down daily right now. I talked to Shane. The horse pulls are not possible this year. They bring in a massive amount of people to one area for a short amount of time. We cannot cut down attendance to the recommended numbers. I am not sure how we would only allow ten percent of those wanting to attend in. Most of the large horse pulls have been cancelled this year. I am only aware of a couple of smaller events being held. There will be nothing for the horse pulls this year. On the cattle side. We have the longest continuous cattle show in the United States. There is value in trying to hold the show. Almost everyone else has cancelled their show. We could hold a smaller event. We could have fewer people in attendance but still accomplish something. I have talked to Craig, and they have a plan.

**CRAIG HARRIS:** The majority of the people who attend are with the FFA (Future Farmers of America) or 4-H. We get kids from high schools and colleges attending. Some from the east coast, as well as the west coast. Usually, there are 300 to 400 kids in attendance. We are not willing to hold those events this year. We will walk away from them this year. They will cause problems. We are also considering cancelling the steak fry which has 300 or 400 people in attendance. We can cancel and do without this year. That would eliminate our large gatherings. There are usually around 100 people to the sale on Wednesday night. We will only serve light refreshments. The show days are Thursday and Friday. The crowd is small to the shows. Usually, around 50 to 100 people in the stands. Most of the people are in the pavilion area preparing the cows. We have not had a large crowd to the show for many years. We don't expect more people than in the past. We will do social distancing. We can keep people sitting separately. We will make masks optional but not mandatory. We have not talked about taking the temperature of everyone entering the facility. I don't know if we need to do that.

**MAYOR:** Everything must be addressed where this event is occurring on city property, and the city is possibly liable. Temperature testing is required for events is my understanding.

**CRAIG:** When is it required?

**TERRIE:** For any event you hold.

**MAYOR:** I think we have an advantage we did not have in May. There were no recommendations at that time. We now have some basic guidelines and standards to follow. The Bear River Health Department will not say whether an event should be held or not. They are specific about the guidelines which must be followed to host an event. Cache County is following the health department guidelines for the upcoming county fair. We need to follow those guidelines as well.

**CRAIG:** Who does the temperature testing?

**MAYOR:** It is recommended to be done by someone who is certified. Most businesses don't have someone that is. My impression is it does not have to be someone who is certified.

**TERRIE:** I spoke with the COVID-19 hotline for the local health department. Temperature is not really the best thing to check. There are six or seven questions which must be answered. Things such as asking about a dry cough and shortness of breath. If they have some of these symptoms, they are pulled aside, and their temperature checked. I am not sure the best way to handle this. Maybe, a registered nurse needs to be paid to be on-call. The health department does have an event planning form. Whoever is hosting an event must fill it out. If a health inspector shows up, the person in charge of the event needs to be able to show certain things are being done. The health department does not say whether an event should be held or not. I realize the show doesn't have the same number of participants as in the past, this year, but I am glad the judging has been cancelled.

**CRAIG:** We have some people who want to show their cows.

**MAYOR:** I talked to the health department. They are willing to help us plan for the event. You need to understand that you and everyone involved needs to follow these guidelines. We are not in the business of implementing tighter restrictions than the health department. They have been working with some local group events. My biggest concern is there are a bunch of people who don't think the virus is a problem. I come from a ranching and farming family.

## Richmond City Council Meeting Minutes, July 21, 2020

Can we balance what is needed to host the show? If none of the rules or restrictions are followed, the trust of the city will be gone. Jeremy has prepared a document you need to review. It combines some state and local information into one document. There are specific guidelines which must be followed.

**CRAIG:** Can you help us with the guidelines?

**MAYOR:** I will help. Kelly will help. We won't do everything that is needed, but we will help you do it. You will have to be involved. You cannot be involved in name only. The committee needs to actually follow the guidelines. I think we have a great relationship with the cattle committee. It has gotten better over the years. We might have to limit people from walking through the area.

**CRAIG:** There won't be a demonstration for the local elementary school this year.

**MAYOR:** We have a limited staff. We only have a few employees. Public Works consists of two employees. If we get one or two people sick, we could lose our entire staff. We need your help. We need to be very careful and limit the exposure of the staff. We don't have a large workforce.

**CRAIG:** Our situation is the same as well.

**MAYOR:** The restrooms are open and will need to be sanitized frequently. We need bodies to do this. We need help dumping garbage. We need help with things that require bodies to do them. We don't have the staff. Is this reasonable and do you understand?

**CRAIG:** Yes.

**MAYOR:** My proposal is by the next council meeting, we need guidelines to review.

**CRAIG:** We cannot wait until the next council meeting. We need an answer by the first of August whether or not we are going to have the show.

**MAYOR:** We need to get some guidelines in place, so you can move forward.

**CHERYL:** Keep in mind, the governor can cancel things or make changes at any time.

**TERRIE:** I think it is manageable. I support going ahead with it. I understand tradition. The health department covers everything you will need to do. You need to meet with your committee and let them know what they need to do.

**JUSTIN:** Keep in mind, the next council meeting is not until August 25<sup>th</sup>. It is the property tax public hearing meeting with certain requirements and rules.

**MAYOR:** We can decide whether or not to proceed, and then sit down with you and discuss specifics. Kelly, Terrie, and I will work with you. We don't want to make it impossible. We want to work with you.

**CRAIG:** We can clean the bathrooms and empty the garbage as needed.

**MAYOR:** We will supply the regular items such as garbage bags and toilet paper.

**CHRIS:** What is the schedule? What exactly are you proposing?

**MAYOR:** They will hold the event like normal which is Tuesday through Friday.

**CHRIS:** Will there be an event each night?

**CRAIG:** The sale will be on Wednesday night.

**CHRIS:** Make sure and read the rules. There are specific things such as only allowing one person in the restroom facility at a time.

**HOLLY JO KARRIN:** Right now, there is a six to eight week lead time on some cleaning supplies.

**MAYOR:** We have special access to supplies for events. This is something new and just offered to cities in the state.

**TERRIE:** We will need to order items as soon as possible.

**MAYOR:** I will reach out to the Utah League of Cities and Towns and see how we can get these supplies. We can also use portable restrooms, if needed.

**TERRIE:** Lyle did a recent biking event and has a suggestion.

**LYLE:** They closed the indoor restroom facilities. They had portable toilets which the vendor took care of.

**MAYOR:** We can keep them open or close them. They need to be maintained if open.

**CHERYL:** Only 78 people will be allowed in the pavilion area based on the calculation sheet which is used.

**CRAIG:** That is about what we normally have.

**MAYOR:** In the arena and pavilion overhang, people can be spaced out. It is about knowing what is going on and managing it. It is not thinking about knowing. It is about actually knowing. We need to try our best to comply. The cattle committee needs to know we need to comply, or the event will be cancelled.

**CRAIG:** We can comply.

**HOLLY:** Does the health department have people to help out?

**TERRIE:** No. We are responsible for everything.

**CRAIG:** Our staff and the city staff would have to do it.

**HOLLY:** What about cleaning for this event?

Richmond City Council Meeting Minutes, July 21, 2020

**TERRIE:** It is up to the cattle committee to round up people to help and to have the supplies on hand.

**MAYOR:** We can get them the supplies they need.

**CRAIG:** Can we get stuff from ARS?

**MAYOR:** Yes. I know they are supplying items to big organizations like the local churches.

**CRAIG:** Can they sanitize and clean areas for us?

**MAYOR:** Yes.

**TERRIE:** Maybe, you can ask them to be a sponsor.

**MAYOR:** I suggest cancelling the horse pulls and having a limited cow show.

The consensus of the city council was to cancel the horse pulls and have a limited cow show from September 1st through September 4<sup>th</sup>.

**JEREMY:** The information in the packet I put together includes state and local guidelines. There are also signage examples included. The form the health department requires is included as well.

**TERRIE:** Pages 12 through 16 are the forms which must be filled out and submitted.

**JEREMY:** We will need to provide one copy to the health department. We need to keep a copy on file as well.

**MAYOR:** I am concerned some of the participants will not comply. You need to help us make sure they comply.

**TUCKER:** This is a city sponsored event. Personal opinions do not matter. Guidelines must be followed. A person's personal feelings on the virus does not give license to not follow the guidelines.

**TERRIE:** A written plan must be in place and available for review.

**MAYOR:** These are standard forms similar to what I just did for the local youth football program.

**HOLLY:** Craig needs to meet with the cattle committee ahead of time and let them know what is required.

**CRAIG:** Max Gyllenskog is going to help us. He is part of my family. This show has been 100% volunteer for 105 years. Hardly anyone gets paid.

**MAYOR:** Everyone knows that and supports the show.

**CRAIG:** That is a reason we have good relationships with people.

**MAYOR:** You need to notify the cattle committee right away what is going to happen. There will be a problem with the city if the city staff is constantly asked to do things. It will not end well if that happens. We have always done the cleaning and dumped the garbage for many years. We will need to tweak that this year. We have also helped with the arena in the past. We will help coordinate specific events. Overall participation will be limited. We have no backup for city employees. There is nobody to back anyone up if employees get sick. We cannot put the city staff in harm's way. The support of the council to have the show is there. The amount of help the city staff can offer will be very limited.

**CRAIG:** Can we get a dumpster to put the garbage in?

**MAYOR:** Yes. All of the logistics like that can be worked out. We just cannot do things in the background like in the past. Jeremy knows what is needed. We can help with limited scenarios.

**MAX GYLLENSKOG:** The city staff will only be involved with low risk items from what I am hearing.

**MAYOR:** Yes.

**TERRIE:** In your meeting with the committee they need to understand just because this is a low risk event, they still need to comply.

**MAYOR:** I am glad we are supporting this. We are unanimously supporting this. Lots of other groups or councils would not allow this to happen. The council could receive pushback for allowing this event to happen. I am hoping we can be responsible and hold something which is important to the community.

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

**JUSTIN:** The White Pine Park project started the first week of July. They are working to finish the sprinkling system now. We talked about using hydro seed rather than sod to save money. We are going to put down sod. The concern is that hydro seed does not do well if the area is flooded from a storm. As you recall, this area is a storm water retention pond, so all of the water from the subdivision flows there. The intent is to have the park completed, except for the playground equipment, by the end of August if everything goes well. We discovered, as part of this project, the slope of the parcel decreased by 32 inches from the east side to the west side. We had to move a lot of dirt to make the area level for the playground equipment which will eventually go in there.

**MAYOR:** A large pine tree was removed as part of the project. I did not realize it takes about four to six years for pine to dry. We won't be using the wood from that tree to build the well house. We will take the wood from the tree and put it away for now. Brad Deffinger cut the tree into usable pieces. A part of it was left for a bench. We want to

highlight the tree. I will work with A&D to see if we can do something to display the tree stump and make it look nice.

**JEREMY:** Can the wood be picked up now?

**MAYOR:** Yes.

**TERRIE:** We could possibly use the wood in the nature park for a project.

**MAYOR:** I still intend to put together a nice well house now.

**JEREMY:** Should the wood from the pine tree be covered?

**MAYOR:** Yes, with a tarp or wrapped in a covering.

**JUSTIN:** The tree was not a White Pine as some residents of the area suggested. The subdivision was not named after this tree. The tree which was removed was a Norwegian Spruce. As part of the annual audit process, there are always new items. This year we are required to complete a Fraud Risk Assessment form. There are nine questions with some sub-questions we need to answer. Our score is 345 which is considered Low Risk based on their criteria. A lot of the requirements for the assessment are include in the personnel manual we adopted a few months ago. There are four questions we did not earn any points for this year. We have a purchasing policy for regular purchases and credit card purchases. We need to make this an official written policy. We will work towards getting that complete for next year. One question asks if we have a CPA (Certified Public Accountant) on staff. We do not, and I don't see us being able to check this box anytime soon. I asked the audit staff if they would be considered part of our team in regards to this question. They are not. They need to offer independence in what they do and cannot be considered part of our team.

**TUCKER:** What is question number five talking about?

**JUSTIN:** The council needs to watch an online video once a year. The video is about 45 to 60 minutes long. The mayor and council get an acknowledgment at the end of the video stating they have completed this task. We will work to get you this information, so you can watch the video sometime before next year when we have to do this assessment again. The second part of this is a questionnaire on Basic Separation of Duties. There are twelve questions. We were able to answer yes to eleven of the questions. For the one question we could not answer yes we were able to answer MC (mitigating circumstances). The question is as follows: "Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A"". This question was answered MC because Chris has the ability to accept payments as well as adjust customer accounts. Chris works with Jeremy or me before adjusting an account. We are comfortable with the process we have in place. The council does not have to vote on accepting these items; they just need to be presented to the council and reviewed. Mayor Young and I will sign the assessment and get it submitted as required. The audit is scheduled for September. I am currently working with Chris and Jeremy to start to pull together the required items.

## COUNCIL MEMBER REPORTS

There were not any additional items discussed by the council.

## MAYOR'S REPORT

**MAYOR:** I like how our council is right now. Some are wearing masks. Some are not. There is no quarrelling among us. I appreciate how all of us are respectful to each other. We need to work together. I have never been comfortable pushing something like mandatory masks. I think how we treat each other is better than how others are being treated locally and nationally. There was an article on [www.cachevalleydaily.com](http://www.cachevalleydaily.com) regarding property tax. It was a very one-sided article that only included information from a watchdog group. I don't remember their name.

**JUSTIN:** The Utah Tax Payer's Association.

**MAYOR:** I talked to the reporter. They said they got some of the information from the county, not from any individual city. I told the reporter to review the actual tax rates of the five cities in Cache Valley who reportedly are changing their tax rate. None of the five are increasing their tax rate over last year that I am aware of. I am still adamant about holding the rate the same. I think it is the best decision the council has made in the last few years. I want to keep the rate the same. I will continue to support that concept. I disagree with how the article portrayed the tax rate discussion.

**CHERYL:** My home has the same assessed value as last year. My total property tax is decreasing. The city portion will stay the same if the rate is held the same.

Richmond City Council Meeting Minutes, July 21, 2020

**MAYOR:** It is forward thinking to hold the rate. Not anyone I have talked to disagrees after I explain what we are doing and why. Even the reporter seemed to understand after our discussion. I think the article was completely misleading.

**JUSTIN:** Is the city party officially cancelled?

**MAYOR:** I don't see it happening. I think we need to put in the newsletter that it is not happening this year and why. We are happy to continue doing it, but this year it is not possible. There are varying opinions on the virus. I appreciate your willingness to listen to others thoughts. I see what other city councils are dealing with, and they are struggling. Some councils are extreme. I have traveled to four different counties in the last week doing deliveries. Each county has different rules right now. Some counties don't require masks. Some have mandatory mask requirements in a group setting.

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

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

No Vote: None

Adjournment at 8:38 P.M.

**RICHMOND CITY CORPORATION**

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Jeffrey D. Young, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder