

SMITHFIELD CITY COUNCIL

MARCH 25, 2015

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, March 25, 2015. The meeting began at 6:00 P.M. and Mayor Darrell G. Simmons was in the chair.

The following council members were in attendance: Barbara Kent, Kris Monson, Jeff Barnes, and Brent Buttars.

City Manager James Gass and City Recorder Justin Lewis were also in attendance.

Council Member Dennis Watkins was excused.

The opening remarks were made by Barbara Kent.

VISITORS: Kelly Cannon (The Herald Journal), Taylor Wood, Richard Jewkes, Russ Elwood, Jeff Jackson, Marty Spicer, Michael Harrison, Michelle Downs, Jay Downs, Craig Giles, Carrie Giles, Degan Giles

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM THE MARCH 11, 2015 CITY COUNCIL MEETING

A motion to approve the city council meeting minutes from the March 11, 2015 city council meeting was made by Barbara, seconded by Brent and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

RESIDENT INPUT

There was not any resident input.

INTRODUCTION AND APPROVAL OF THE NEW CITY MANAGER; EFFECTIVE APRIL 1, 2015

Mayor Simmons stated there were approximately 37 applications for the city manager position and after an evaluation and review period Craig Giles was selected by the council to be the new city manager. The hiring of the city manager is a historic time for Smithfield City as Jim has been the city manager for over 32 years.

Craig Giles mentioned he grew up in Cache Valley and attended Mountain Crest High School. Craig received degrees from Utah State University and Brigham Young University. Craig worked for Logan City, FedEx, Coalville City and most recently as Public Works Director for North Ogden City.

Craig stated he had moved to Hyrum last August as his family was house sitting for his in-laws while they serve an LDS church mission. In the spring of 2016, Craig and his family will be moving closer to Smithfield. Carrie and Craig have been married for 19 years and have an 11 year old son; Degan.

Mayor Simmons informed the council Craig would start working for the city on Monday, March 30th and be sworn in as the city manager on Wednesday, April 1st.

A motion to approve Craig Giles as the City Manager of Smithfield City Corporation, effective April 1, 2015 at a salary of \$80,000 per year was made by Jeff, seconded by Kris and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

DISCUSSION AND POSSIBLE APPROVAL OF THE REQUEST BY JEFF JACKSON, IRONWOOD DEVELOPMENT GROUP, LC, AGENT FOR JESSICA TAMS QUINTON, PROPERTY OWNER, FOR APPROVAL OF PHASE 1 OF THE FINAL PLAT FOR THE SMITHFIELD HEIGHTS SUBDIVISION TEN (10) LOTS LOCATED AT APPROXIMATELY 750 EAST 550 NORTH, ZONED R-1-12 (SINGLE FAMILY RESIDENTIAL 12,000 SQUARE FEET)

Jim explained the request was for approval of Phase 1 of 3 in the new development. The Ridge View subdivision is located to the north and the Kartchner subdivision to the west. The development of phases 2 and 3 will go east and south. The preliminary plat and final plat for the entire subdivision have been previously reviewed and approved.

Jeff Barnes asked for clarification on how many more lots would go to the east of Phase 1. Jeff Jackson stated there are 27 total lots in the subdivision and 17 of those are located in Phases 2 and 3. There will be six more lots located on each side of the road attaching to Phase 1.

Kris asked the lot size? Jeff Jackson stated all of the lots in this phase were just over 12,000 square feet.

Brent asked if a temporary turnaround needed to be included at the end of the Phase 1 road for emergency personnel response? Jim stated it would be a good idea and included as part of the final plat. Jim explained the city ordinance does not require the turnaround but the city always makes this a requirement for when an emergency vehicle such as a fire truck responds they will have an area to turnaround in. The turnaround also helps the garbage trucks that cannot back up long distances.

Jeff Barnes asked who was going to build the homes in the development? Jeff Jackson stated his company, Visionary Homes, would be the exclusive builder for the development.

Jeff Barnes asked if the topsoil was being saved from the field? Jeff Jackson stated the top soil had been scraped off and was put in a pile to be used around the homes after they are built.

Barbara asked if the road would be public? Jim stated that was correct and the road would be 60 feet wide per city construction standards.

Barbara asked if there would be a sidewalk on both sides of the road? Jim remarked that was correct and there would also be a storm water and sewer easement on the property.

Brent asked if an easement was needed for where the runoff water would run too? Jim stated a separate deed would be required for the runoff water.

Jeff Barnes asked what the easement on Lot 6 was for? Jim stated it was a sewer line easement.

Jeff Jackson informed the council the owner of the property owns the home and five acres located on the south side of the development. The property owner was working hand in hand with the developer to make sure the development looked nice as they wanted to be good neighbors and continue to reside in the area.

Kris informed Jeff Jackson she had received several calls from concerned residents of the area. Kris asked Jeff to be considerate on how the new homes were built in relation to the existing homes built to the north. Jeff Jackson informed Kris he had met with several of the homeowners in the area after the planning commission meeting. The homeowners wanted some concessions that would strip the property owner of their property rights. Jeff Jackson stated his sales team had been informed to try and not sale two story homes along the edge of the Ridge View subdivision homes but no covenants or restrictions would be put in place making that a requirement. Kris stated she was thankful the concerns of the existing residents were being reviewed and that the developer needs to do what is best for the city not what is best for the developer. Jeff Jackson remarked he is not just doing the development for the money as he has a long term commitment to keep his business going and wants to be a good neighbor and developer. Kris asked Jeff Jackson to try and preserve the view for the Ridge View homes when possible.

Jeff Barnes stated he was in full support of the size of the lots because smaller sized lots use less water. Jeff Jackson agreed and mentioned how water use will become more of an issue each year as less water is available.

Barbara asked for clarification on the difference between Smithfield Heights and Smithfield Highlands developments? Jeff Jackson stated the Smithfield Highlands is a six lot subdivision that is located on Crow Mountain Road and was previously approved by the city council. Smithfield Heights is a brand new development that the council has not yet approved and is considering Phase 1 at this point.

Barbara asked Jeff Jackson if he was in charge of building the homes in the Smithfield Highlands area? Jeff Jackson stated that was correct. Jeff Jackson's company was the exclusive builder for both Smithfield Heights and Smithfield Highlands.

Mayor Simmons reminded the council the request had been reviewed and previously approved by the planning commission as well.

A motion to approve the request by Jeff Jackson, agent for Jessica Tams Quinton, property owner, for approval of Phase 1 of the Final Plat for the Smithfield Heights Subdivision ten (10) lots located at approximately 750 East 550 North was made by Jeff, seconded by Brent and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 15-04, A RESOLUTION ACCEPTING THE ANNEXATION REQUEST BY RIGO CHAPARRO FOR CERTAIN REAL PROPERTY UNDER PROVISIONS OF SECTIONS 10-2-403 AND 10-2-405, UTAH CODE ANNOTATED, 1995, AS AMENDED FOR PARCEL NUMBERS 08-044-0006 & 08-044-0007.

Justin informed the council Rigo Chaparro had filed an annexation request for 4.85 acres located on the north end of town. The property is on the north side of the Allsop subdivision which is the current city boundary on the north end of the city. Rigo had submitted the annexation petition, survey map and paid the fee required by the city. Questar Gas Company owns a small area of 0.02 acres and that parcel would be annexed into the city as well as it lies within the current parcel requested for annexation. Gary Hansen owns the parcel being considered for annexation and if the annexation request is approved an agreement is in place for Rigo to purchase the property from Gary. The land would automatically be annexed in as A-10; agricultural ten acre. Rigo could then make a rezone application after the annexation approval. If the petition is accepted by the council; Cache County Corporation and the Cache County School District will have 30 days to make comments, issue concerns and ask questions.

Mayor Simmons remarked it would be nice to know what the future plans are for the property but that is an unknown at this time as it is not a requirement. Until the zoning is established plans cannot be made.

Brent felt the property was a good parcel to have in the city limits as there had been a discussion about putting storage units on the parcel and this area is in the gateway zone of the city.

Jeff commented this would require another access point onto the highway. Jim stated Rigo had met with representatives of the Utah Department of Transportation (UDOT) and they would allow one access point onto the highway but not two. The hope was the new road accessing this parcel would line up with 800 North on the east side of the highway but a high voltage power line is in the way and aligning the roads will not be possible.

Jeff stated it was unfortunate there was not a road leading through the Allsop subdivision to this parcel. Planning had been done with access to the west on Oak Street but nothing had been done to allow access to the north. Jim stated the subdivision was completed in the 1970's before rules

and requirements were in place and is unfortunate there is not an access point as there is a row of homes bordering the entire parcel.

Justin stated the parcel qualifies for annexation as there are not peninsula or island issues created and the parcel borders the existing city boundary.

A motion to approve Resolution 15-04, a Resolution accepting the annexation petition for Parcels 08-044-0006 and 08-044-0007 was made by Barbara, seconded by Brent and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

DISCUSSION AND POSSIBLE APPROVAL OF STAKER & PARSON COMPANIES REQUEST FOR THE ANNUAL RENEWAL OF THE NOISE VARIANCE ALLOWANCE FOR EARLY MORNING BATCHING

Jim reminded the council Staker & Parson Companies makes a request for a noise variance in groups so they don't have to come before the council every time they want to batch early. In the past; Staker & Parson has been allowed 12 next day pour allowances and 12 allowances for pours 48 hours or longer. When the allocations are used up Staker & Parson must come back before the council for review and consideration.

Kris stated overall Staker & Parson was doing well but there were some mornings they started batching as early as 3:15 A.M. Jim stated when that occurs it is usually in July and August when the temperature is hot and the concrete has to be poured first thing in the morning.

Kris asked why the request was being made now? Jim stated as they get close to having zero allocations left they come in and ask for a renewal.

Kris mentioned Staker & Parson has been good to work with and she appreciated the door hangers they receive when the early morning batching is going to occur.

Kris stated she was not aware of any issues or complaints by her neighbors.

Brent asked which roads Staker & Parson use when their trucks leave the plant? Jim explained they will use three different roads. When pours are in the north end of the valley they will use 400 North, sometimes 300 North and other times the dug way area by the old Lower Packing Plant. Kris appreciated they spread the trucks and noise over several roads rather than just one road.

A motion to approve the renewal of the noise variance allowance for Staker & Parson Companies for twelve (12) next day batching allowances and twelve (12) 48 hour or longer batching allowances was made by Barbara, seconded by Kris and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars
No Vote: None
Absent: Watkins

DISCUSSION AND POSSIBLE APPROVAL OF A REQUEST FROM SMITHFIELD IMPLEMENT TO DISPLAY ITEMS ON THE GRASS PARK STRIP AREA EAST OF THEIR BUILDING DURING SUMMER MONTHS

Justin reminded the council this request is a yearly renewal by Smithfield Implement to place items on a temporary basis in the park strip area on the east side of their building. They like to place lawnmowers and assorted items in the park strip during working hours. In the past, the city has granted use of the park strip area for Tuesday, Wednesday, Friday and Saturday. Monday and Thursday is not allowed so the area can be watered and mowed.

Barbara asked if this is a yearly request? Jim stated the request is made in the spring of each year and there has not been a set date of when Smithfield Implement can start using the park strip or most stop using the park strip. Justin stated no complaints had been received and Bart Roylance has informed the city staff to inform him of any issues and he would work to immediately resolve them.

Kris asked if the request could be granted for more than one year? Jim stated it could be granted for as long as the council wanted to approve the request.

A motion to approve allowing Smithfield Implement Company to display items in the park strip area on the east side of their building during the spring and summer months during calendar year 2015 and 2016 on Tuesday, Wednesday, Friday and Saturday was made by Kris, seconded by Jeff and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars
No Vote: None
Absent: Watkins

PUBLIC HEARING ON THE REQUEST BY JIM'S LC, LOCATED AT 103 NORTH MAIN, FOR THE APPROVAL OF A LOCAL CONSENT FOR PROXIMITY VARIANCE ALLOWING THE APPLICANT TO APPLY FOR A FULL SERVICE ALCOHOL LICENSE WITH THE STATE OF UTAH

Justin informed the council after the last council meeting he had called and spoken with a member of the State of Utah Alcohol licensing division to clarify the process required for the application by Marty Spicer for a full service alcohol license for Jim's Grill located at 103 North Main.

Justin explained one of the parts of the application process was to notify the city the request was being made and get consent from the city to proceed with the application. Another part of the application that applies in this case is the need for a variance because the business is located within an area by a school, library and city park. Since the business is located within this area a

variance would be required. The council will receive input from the residents during the public hearing and then can vote to approve or deny the proximity variance. Depending on if approved or denied by the city council the applicant can still apply for the license. One set of rules applies if the variance is approved and another set of rules applies if the variance is denied by the city council. The State of Utah will determine whether or not to grant the license; not the city. A public hearing will be held in the future by the state once they see a variance is required as part of the application process. Callaway's Bistro has the same type of license Jim's Grill wants to apply for.

Justin mentioned he had spoken with Police Chief Travis Allen to see if the police department was aware of any safety issues or hazards for this particular location. Chief Allen stated he was not aware of any and the location did not have people immediately pulling onto the highway as they must use 100 North first.

****The public hearing was opened at 6:45 P.M.****

Russ Elwood mentioned where one variance has already been granted in the area he did not think it was appropriate to grant a second one in the same area. Russ expressed concern that when people leave this restaurant they will drive down to 100 West and throw litter and debris onto the side of the road. Kris mentioned the restaurant will not be serving in containers but in glasses. Russ responded it did not matter as the garbage was already in peoples vehicles and they would throw it out when they leave.

Richard Jewkes asked what happens to the license if Jim's Grill relocates elsewhere? Justin stated the license is issued to Mr. Spicer and would go with him and he would have to notify the state and follow their rules in such case if he wants to relocate. A new application and variance would be required for a new business in that building if Jim's Grill leaves and another tenant enters.

Richard asked how close the limits were for the variance not to be required? Jim stated it is 600 walking feet. Not a straight line but the safest route a person can walk using a sidewalk and crosswalk to get from the restaurant to a city park, library or school.

Barbara asked if the entrance to the restaurant was in the back (west) of the building? Marty Spicer stated the state measures from the closest door and if he remembered correctly it was 487 feet from the south door at his restaurant to the city park entrance. Marty mentioned the library is a far enough distance away as well as is the school but the city park is not. Marty explained all of the existing doors have to be able to be used or opened due to fire code restrictions.

Richard stated his concern was not the library or the school but the close proximity of the restaurant to the city park. Richard was worried people could purchase alcoholic beverages at the restaurant and then walk over to the city park and drink them. Richard mentioned he wants the restaurant to be successful but does not want to see issues arise at the city park. Kris mentioned she had watched over Callaway's Bistro for a number of years and there have not been any complaints and people have acted responsibly. Jim stated in order to be able to purchase an alcoholic beverage at Jim's Grill or Callaway's Bistro a person must purchase a meal as well.

****The public hearing was closed at 6:55 P.M.****

DISCUSSION AND POSSIBLE VOTE ON THE LOCAL CONSENT FOR PROXIMITY VARIANCE APPLICATION

Kris asked Marty to please not put big signs advertising alcoholic beverages are available as it was not appropriate for the city center area.

Kris stated people will know Jim's Grill has a license without having to advertise the products are available. Callaway's Bistro has a license and is very discrete in their advertising.

Barbara asked if this was the council's only time to talk about the license application? Justin explained the state would hold a public hearing in the future since a variance is required but the ultimate decision of whether or not the license is granted is up to the state; not the city.

Marty introduced Mike Harrison to the council. Mike is the lead chef for Jim's Grill.

Mike informed the council he has lived in the city for five years and worked in the restaurant business for 16 years. Mike has worked at Chili's, Angie's, Center Street Grill and most recently at the Beehive Grill. Mike stated he was trained in the handling of alcoholic beverages and understands how to train new employees as well.

Marty explained that Mike has a significant amount of training and management is his expertise. Mike will be training the servers, cooks and hostesses. One of the main reasons Mike was hired was because of his expertise in this area and cooking.

Marty informed the council the restaurant had opened the previous week and there are two main chefs. John Simpson, owner of Culinary Concepts, has been doing some consulting for Jim's Grill when he has time. The restaurant was designed with the main entrance being from the rear (west) to keep people from having to park on the street and highway. The intent of the building is to have a historic feel and not do any exterior advertising. The building is a restaurant not a club, saloon, tavern or bar. About 80% of the purchases will be food and the other 20% will be drinks based on historical trends in the industry. The intent of the business is to be in the area long term and eventually be turned over to the employees after Marty retires. The intent of applying for the full service alcohol license is to have an additional item for people to be able to choose if they want too.

Mayor Simmons asked the hours of operation? Marty replied on Wednesday and Thursday from 4:00 P.M. to 10:00 P.M. and on Friday and Saturday from 11:00 A.M. to 10:30 P.M. or so. The lunch crowd in Smithfield is not ready for another eatery especially on Monday and Tuesday as those were the worst operating days for Trader Jim's.

Mayor Simmons thanked Marty and Mike for their updates on the business and the impacts of the request.

Barbara asked why a second license should be granted in such close proximity to the other license in the area? Marty responded there are many different types of restaurant and Callaway's Bistro focuses on Italian food. Jim's Grill will not offer pizza and will offer weekend fish and prime rib specials as well as various other items Callaway's Bistro does not offer. The intent is to provide food that a person cannot get elsewhere in the north end of the valley. The restaurant is not a franchise and does not offer quick franchise type food. The State of Utah has tight restrictions and each restaurant with a license is monitored closely. There are many guidelines and they all have to be obeyed in order for an establishment to keep a license.

Barbara asked Marty if the business would be viable without being able to sell alcoholic beverages? Marty remarked his previous Chinese restaurant and Trader Jim's did not have alcohol and did not survive. Callaway's Bistro did not have alcohol and had to make the request for the license to stay viable. There is a demand and Marty hoped to meet customer requests and expectations.

Jeff asked what percentage of people order alcoholic beverages? Mike responded he felt 20% was too high for this area and around 13 to 15% was a more realistic number.

Mayor Simmons asked if there were available statistics to show the numbers or amount of consumption at each restaurant with a license? Marty said he was not sure. Mike remarked every drop that is consumed must be reported to the state so the information is available somewhere. Jeff mentioned people will go to the restaurant for the food not for the drinks as the local area does not consume a lot of these types of drinks. Brent mentioned there might actually be a loss of customers because alcohol is served.

Mayor Simmons asked Marty approximately how much the license would cost? Marty stated he thought around \$2,500 plus the cost of the bonds and insurance that must be in place. Mayor Simmons asked if there was a yearly cost as well? Marty said there was a yearly fee but he was not sure of the cost.

Richard Jewkes stated he was in favor of having a new restaurant in town.

Marty reviewed his notes and said there is a \$330 non-refundable application fee; \$2,200 startup fee if the license is granted, plus insurance of at least one million dollars per occurrence.

Barbara asked if there was a limit on the number of licenses available? Jim stated tavern licenses are extremely limited as they don't require food to be purchased in order to purchase an alcoholic beverage.

Barbara stated whether the council approves or denies the variance request Marty still had the option to apply with the state and ultimately they would make the final decision. Brent concurred.

A motion to approve the proximity variance for Jim's LC (Marty Spicer) for the application for a full service alcohol license was made by Brent, seconded by Jeff and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

CITY MANAGER REPORT

CITY DUMP OPEN DATES, CACHE COUNTY ROAD AGREEMENT, FLOATING HOLIDAY – THURSDAY, DECEMBER 24th

Jim informed the council normally the city dump is open the three times before Health Days. Health Days is on Saturday, May 9th. If the same schedule is held as in the past; the dump would be open on Friday, April 18th, Saturday, April 19th and Saturday, May 2nd. The dump is usually open the Saturday after Health Days as well which would be Saturday, May 16th. Mayor Simmons stated he was receiving calls asking for the dump to be opened earlier this year because of the good weather.

Jim explained that normally Lyle Izatt oversees the city dump and would have to take a day off during the week since he would be working on a Saturday.

Mayor Simmons felt it would be appropriate to rename the area since the area does not accept garbage. Jim stated the only items accepted other than yard waste is lumber. The lumber cannot be littered with debris, nails or have metal attached. The green waste is ground into chips.

Brent asked Jim if the city had a grinder? Jim explained the city does not have a grinder but has a wood chipper.

Barbara suggested opening the dump on April 10th and 11th rather than on April 18th and 19th. Mayor Simmons concurred.

The consensus of the city council was to have the city dump open on Friday, April 10th, Saturday, April 11th, Saturday, April 18th, Saturday, May 2nd and Saturday, May 16th.

Jim provided the council with a copy of the proposed agreement with Cache County Corporation for road work in 2015. The county does chip sealing for the city. The chip sealing is the least expensive option with the best wear surface for the money spent. The public does not like the loose chips on the road. In high traffic areas slurry seal or a mineral bond compound is used when possible. The county has done the work for the city for many years and done a great job at a reasonable price. The fee to the city is the cost paid by the county. The pricing will be similar to last year and hopefully a little cheaper since gasoline prices are down considerably.

Brent asked if it was best to lock in the current pricing while gasoline prices are down? Jim explained the county is doing that now but they need to know which cities need work and how much work they need done so the correct amount of oil can be ordered.

Brent asked after with the recent legislative session if Class “C” Road Funds would be increasing? Jim stated a \$0.05 per gallon gasoline sales tax had been approved by the legislature.

There is not documentation at this point to show the approximate amount that will be received by each city. The hope is the city will receive an additional \$50,000 to \$60,000 per year in Class "C" Road Funds.

Barbara expressed concern she had seen some areas where the chipping was done poorly. Jim explained there are many factors that can lead to that problem. Damp chips, the road not being clean, the temperature being too cold and not enough traffic to smash the chips in can lead to problems. Chip sealing should also be avoided in areas where there is an extreme amount of shade. The work with the county is scheduled for the end of June or start of July when it is hot and a good time to have the work done.

Brent asked who would be striping the streets? Jim stated a company from Salt Lake City. The striping equipment owned by the county does not do a good enough job.

Barbara asked if chip sealing was the best option? Jim stated for the amount of wear and tear and cost it is the best option.

Barbara thanked the city staff for notifying residents of when roads would be worked on and chip sealed.

A motion to approve the Interlocal Road Services Agreement between Smithfield City Corporation and Cache County Corporation was made by Kris, seconded by Jeff and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

Jim reminded the council the city staff has a floating holiday that is determined on a yearly basis as the city office is not closed for Veteran's Day. Normally, the floating holiday is in July around the 4th or 24th but this year the staff chose, Thursday, December 24th.

The wood signs at Mack Park and the Senior Citizen Center have been replaced with powder coated metal signs. Other than cutting out the letters for the sign the city staff did the rest of the work.

The golf course café will open on Wednesday, April 1st. Justin Hamilton, the owner of Off Premise Catering and Café Sabor, will over the café operations again this year. Justin Lewis, Chad Daniels, Eric Kleven and Justin Hamilton met and finalized the agreement for 2015. Justin Lewis stated the café did not open until the end of June in 2014 because the kitchen was being remodeled but this year it would open on time for the start of the season. Justin Hamilton was going to introduce a couple of more menu items to go along with hamburgers, fries and hot dogs. The café will have set hours this year for every day of the week.

Jim informed the council a local church group had rented a room in the Civic Center for the last couple of years at a cost of \$600 per month was relocating to the Lion's Club building. The

membership in the church had diminished and the church no longer needed such a large area and needed to pay less rent per month.

There will be a few changes to the city personnel manual in the next few months as a “Return to Work” policy needs to be included and a couple of other minor items need to be adjusted.

At the library; the breezeways between the buildings were being worked on. All of the books have been hauled back to the library and are ready to go on the shelves. The books in the new building will be rearranged as well. The furniture for the Children’s Library will be setup on April 6th and 7th. The Children’s Library will not be open until the furniture is installed. A handicap access push button entry system is being added to the west entrance doors. The library board is looking at holding the open house towards the end of April. The colors in the Children’s Library are bright and vibrant and Karen Bowling loves how the room has turned out.

Jeff asked for a specific date for the open house for the library? Jim said a specific date had not yet been set by the board but they had discussed the end of April. When the Carnegie library was dedicated in 1927 the program was done in the Youth Center and then everyone toured the library afterwards. The intent was to do the same type of program this time as well. Jeff felt a Monday night would be appropriate since Monday night is family activity night for most local families.

Jim presented the council with a flyer explaining how people could water their yards to conserve water and have the best possible looking lawn at the same time. The flyer is provided by a sod farm from the Tremonton area. If the flyer can be mailed in the monthly utility billing it will be included in a future mailing. Due to the lack of snowpack this year it is anticipated there will be a lack of irrigation water and a strain could occur on the culinary water system. Brent mentioned the owner of the sod farm is willing to host a workshop in the city as well; if residents have questions or want advice.

COUNCIL MEMBER REPORTS

Barbara informed the council that the youth council had been very busy recently. The youth council helped stuff the Easter eggs for the upcoming Easter egg hunt that is done with the Smithfield City Chamber of Commerce. The youth leadership workshop will be happen on Saturday, April 18th. Members of Comcast will be training the youth council for their participation in the upcoming Comcast Cares day of service in the community. Preregistration is still occurring at the city office and on-line. On the day of service everyone needs to check-in at the recreation center between 7:00 A.M. and 8:00 A.M. The youth council will go to each of the projects between 8:00 A.M. and 9:00 A.M. looking for volunteers without wristbands. Those without wristbands will then be taken back to the recreation center to register. At 9:00 A.M. the total number of registered volunteers with a wristband will be reported to the Comcast corporate office and that is the number Comcast will use when they make a contribution to the city. The original flyer provided by Comcast had inaccurate information stating on the day of the project volunteers were supposed to report to the city office building. That portion of the flyer was wrong; everyone reports to the recreation center on the day of service. Right now there are over

650 people registered for the day of service. Several Eagle Scout projects will be helping out on that day as well.

Kris mentioned the annual Easter egg hunt will be on Saturday, April 4th at 9:00 A.M. at Mack Park. The open house celebrating Jim's retirement is on Thursday, March 26th from 4:00 P.M. to 6:30 P.M. at the Birch Creek clubhouse. Everyone is invited to attend and invitations were sent to some family, friends and colleagues residing outside of the city.

Mayor Simmons asked Kelly Cannon of the Herald Journal if there would be any upcoming article on Jim? Kelly responded the Thursday addition will discuss the hiring of the new city manager and a future article will feature Jim.

Kris mentioned the retirement reception is also the same time as the annual Lion's Club spaghetti dinner and she was hopeful most residents could attend both events. Barbara mentioned the youth council will be helping with the spaghetti dinner.

Kris informed the council the Health Days committee would have their first meeting soon and there would be the annual bicycle ride early in the week and the youth theatre performance on May 8th and 9th.

Brent asked Kris to make sure the police department had an extra officer on duty at the end of the parade to direct traffic.

Jeff informed the council the Scouting for Food drive had been held on the previous Saturday and food was gathered, boxed up and hauled to Logan. A tree pruning demonstration had been done as well and it was sponsored by the tree committee. Jeff mentioned Tree City USA will have their annual award ceremony on April 15th.

Brent mentioned the cemetery is looking better as items are cleaned up and the maintenance of the grounds starts to take place. Brent asked Jim to check out the gravel on the side of the road on 600 South by Sky View High School.

MAYOR'S REPORT

Mayor Simmons asked Jim to have a member of the staff acquire a solar light that could light the flagpole at the cemetery grounds. Jim stated in the past the flag had only been flown in the cemetery during the Memorial Day weekend but it could easily be flown all the time with the addition of a solar light. Mayor Simmons asked for the light to be acquired and installed.

Mayor Simmons informed Jim that the mayor, city council and city staff had donated funds to acquire a park bench to be placed at a location of his choosing in the city. The bench was paid for by the city council, mayor and employees. Staker & Parson Companies donated the concrete for the base and J Rock Concrete donated the labor for the installation of the cement pad.

****The council meeting was temporarily adjourned at 8:03 P.M. for a short recess.****

****The council meeting reopened at 8:15 P.M.****

INITIAL DISCUSSION ON THE NEW BUDGET FOR THE PERIOD OF JULY 1, 2015 THROUGH JUNE 30, 2016

Jim reviewed the proposed changes to the general fund budget for fiscal year 2016 compared to fiscal year 2015.

The enterprise and special revenue funds will be discussed at the April 16th council meeting.

The proposed budget will continue to change as items such as health insurance premiums are finalized as well as amounts determined for Class "C" Road Fund allocations.

Legislative Budget:

Health Insurance showed an increase of 5.8%. The first time in several years the proposed increase was not over 10%.

Wages were figured with a 3.0% increase.

Permanent Employee Wages showed a decrease from \$468,669 to \$442,173 a difference of \$26,496. The decrease being attributed to a smaller wage for the new city manager and the compensation time and personal leave time were paid in FY2015 for Jim's retirement and nothing is owed in FY2016.

Employee benefits showed an increase from \$233,521 to \$255,325; an increase of \$21,804. The increase because of a 5.8% health insurance rate increase and now some single accounts are now doubles because employees got married and some doubles were now families as couples had babies.

Total Legislative budget showed an increase from \$866,116 to \$874,578; an increase of \$8,462.

The youth council budget showed a proposed budget of \$5,425; an increase of \$650 from the previous fiscal year.

The justice court budget showed a proposed total of \$39,800; a decrease of \$4,600 from the previous fiscal year. The main decrease being from less court fines being collected and the surcharge owed to the State of Utah being less.

The administrative budget showed a proposed total of \$132,200; an increase of \$7,500 from the previous fiscal year. The main change being an increase in the central dispatch fee.

The attorney budget showed a proposed total of \$63,000; an increase of \$7,550 from the previous budget year. This budget fluctuates considerably based on the number of cases prosecuted by the city. Kelly Smith of the firm Olson & Hoggan is the prosecuting attorney for the city. The court is not a money making venture for the city and is mainly located in the city

for convenience purposes and making sure those with tickets don't have to go to the Cache County Court in Logan to pay their fines.

The non-departmental budget showed a proposed total of \$127,594; a decrease of \$3,050 from the previous budget year.

The buildings budget showed a proposed budget of \$116,070; an increase of \$2,600 over the previous budget year. The main projects for the new budget year will be to finish the vinyl fence on the east side of the Civic Center parking lot. Tile the entryway at the Youth Center. Install landscape curbing and decorative rock around the exterior of the Youth Center.

Bids were being requested to find the cost of painting the interior walls of the Youth Center but that project was not currently included in the budget as the cost is unknown at this time.

The Planning and Zoning budget showed a proposed total of \$29,850; an increase of \$2,500 from the previous budget year.

The Police Department budget showed a proposed total of \$795,812; an increase of \$6,064 from the previous budget year. Decreases were to full-time employee wages, training, crime lab supplies, community service expense and miscellaneous services. Increases were to reserve officer wages, travel, office supplies, improvements to the building, purchase of one new ballistic vest, a patrol rifle, computer server, one desktop PC, and the conversion from E-force software to Spillman Technologies software.

The Fire Department budget showed a proposed total of \$522,394; a decrease of \$72,659 from the previous budget year. Increases were to wages, supplies, building improvements and medical exams. Decreases were to wildfire payroll, wildfire expenses, equipment purchases and grant expenses.

The biggest decrease coming in the reduction in the equipment line item. In fiscal year 2015, a donation of over \$35,000 was received by the city and used to purchase equipment for the new fire truck. The donation was a one-time event.

The emergency services budget was proposed at \$1,000. The same total as the previous budget year.

The building inspection budget showed a proposed total of \$5,598; an increase of \$656.

The animal control budget showed a proposed total of \$66,179; a decrease of \$780 from the previous budget year.

The street department budget showed a proposed total of \$178,450; a decrease of \$4,600 from the previous budget year. The biggest decreases coming from not having to purchase as much salt and sand because the 2014 winter was mild and little salt and sand was required. The gasoline purchase line item decreased significantly as gas prices have dropped in the last year.

The public works budget showed a proposed total of \$208,990; a decrease of \$139,388 from the previous budget year. The main decrease resulting in a transfer to the Class "C" Road reserve.

The sanitation budget showed a proposed total of \$775,000. The same total as the previous budget year.

The shop budget was proposed at \$13,650; a decrease of \$918 from the previous budget year.

The parks department budget was proposed at \$93,929; a decrease of \$202,964 from the previous budget year. The biggest decrease coming from the completion of the Forrester Acres Blue Sox ball diamond lighting project which was paid for with RAPZ tax funding. Increases to plants, miscellaneous services, capital improvements and the purchase of new equipment. Equipment purchases include: blower, utility cart, turf mower and hoses reels. The hose reels will be used to make custom hoses of any length.

The city celebrations budget was proposed at \$28,250; the same budget as the previous fiscal year.

The senior citizen budget was proposed at \$13,750; the same budget as the previous fiscal year.

The historical society budget was proposed at \$3,850; a decrease of \$7,400 from the previous fiscal year. The decrease coming from the completion of the cabin chinking project in the current fiscal year.

The library budget was proposed at \$190,748; a decrease of \$69,458 from the previous fiscal year. The main decrease being the library building furnishings line item being reduced from \$72,000 to zero. Library furnishings were the items purchased with the donations for the new library building.

Mayor Simmons asked if the book purchase line item really needed to be increased from \$21,000 to \$25,000? Shouldn't the focus be more on electronic books and readers? Kris felt people still wanted books in their hands to read. Jim explained in the past the library board has not been purchasing very many books as there was not anywhere to put them in the old library building. The previous budget year had a book purchase budget of \$21,000 but the actual amount spent was \$14,401. Mayor Simmons stated he would speak with Dennis about having the board discuss this line item and make sure the number was appropriate for the future.

The cemetery budget was proposed at \$19,350; a decrease of \$3,050 from the previous budget year. The main decrease being from changes in equipment purchases. In the current fiscal year a mower purchase was budgeted for \$9,700 and in the new budget year a mini-excavator one year lease was budgeted at \$6,500.

Jim explained the mini-excavator has tracks and is smaller than the backhoes. The mini-excavator could get into the grass areas easier and cause less damage to the cemetery grounds. Brent suggested looking at a four-wheel product produced by a subsidiary of Bobcat that he had seen that works well in cemeteries in other communities.

Jim reminded the council the enterprise fund discussion will happen at the April 16th council meeting. The tentative budget will be approved in May so the public can then have time to review the budget. A public hearing will occur on the budget during the first council meeting in June and the passage of the budget will need to be before June 22nd as required by State of Utah law.

CANCELLED. PUBLIC HEARING FOR THE PURPOSE OF DISCUSSION PROPOSED ORDINANCE 15-05, AN ORDINANCE WHICH AMENDS TITLE 16: SUBDIVISION REGULATIONS, IN PARTICULAR SECTION 16.20.070 “SECONDARY WATER” AND SECTION 16.16.050, “DEDICATION OF WATER”. CANCELLED.

Justin explained the proposed ordinance was still being reviewed by the planning commission as there was quite a bit of discussion at the planning commission meeting and it was deemed necessary to make changes to the proposed ordinance before being reviewed and considered by the city council. The city council will have a public hearing and consider the ordinance at a future date.

CITY MANAGER REPORT CONTINUED

Jim informed the council that Kade Tueller had worked for the city in the public works department. Kade recently accepted a position with Hyde Park City. Kade will have an opportunity to advance there and it is a good career move for him. Kade mainly worked in the water and sewer department for the city. An advertisement was placed on the city website, Facebook page and in the Herald Journal advertising the job opening. Several applications were received and reviewed. Four applicants were interviewed and the public works department had selected Heith Parker for the position to replace Kade. Heith worked for Whitaker Construction and the Cherry Peak Ski Resort in the past. Currently, Heith works for Sportsman’s Warehouse. The position is an entry level position with a salary of \$28,683. Heith would receive a small raise at the end of 90 days which is the end of the probationary period.

Jeff asked if the hire could be voted on since it was not listed on the agenda as an item to vote on? Jim and Justin both stated the issue is an administrative issue and does not even have to be brought to the council for review and approval but in the past the council has been made aware of new hires for the city.

A motion to approve the hiring of Heith Parker to work in the Public Works Department for Smithfield City at a salary of \$28,683 was made by Kris, seconded by Barbara and the vote was unanimous.

Yes Vote: Kent, Monson, Barnes, Buttars

No Vote: None

Absent: Watkins

Kris made a motion to adjourn at 9:20 P.M.

SMITHFIELD CITY CORPORATION

Darrell G. Simmons, Mayor

ATTEST:

Justin B. Lewis, City Recorder

**SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, Utah 84335
AGENDA**

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah on Wednesday, **March 25, 2015**. The meeting will begin at 6:00 P.M.

Welcome and Opening Ceremonies by Barbara Kent.

1. 6:03 P.M. Approval of the city council meeting minutes from March 11, 2015
2. 6:05 P.M. Resident Input
3. 6:15 P.M. Introduction and approval of new city manager; effective April 1st.
4. 6:30 P.M. Discussion and possible approval of the request by Jeff Jackson, Ironwood Development Group, LC, agent for Jessica Tams Quinton, property owner, for approval of Phase 1 of the Final Plat for the Smithfield Heights Subdivision ten (10) lots located at approximately 750 East and 550 North Zoned R-1-12 (Single Family Residential 12,000 square feet)
5. 6:50 P.M. Public hearing on the request by Jim's LC, located at 101 North Main, for the approval of a Local Consent for Proximity Variance allowing the applicant to apply for a full service alcohol license with the State of Utah.

6. 7:05 P.M. Discussion and possible vote on the Local Consent for Proximity Variance application.
7. 7:15 P.M. Discussion and possible vote on Resolution 15-04, a Resolution accepting the annexation request by Rigo Chaparro for certain real property under provisions of Sections 10-2-403 and 10-2-405, Utah Code Annotated, 1995, as amended for Parcel Numbers 08-044-0006 & 08-044-0007.
8. 7:25 P.M. Discussion and possible approval of Staker & Parson Companies request for the annual renewal of the noise variance allowance for early morning batching.
9. 7:30 P.M. Discussion and possible approval of a request from Smithfield Implement to display items on the grass park strip area east of their building during summer months.
10. 7:35 P.M. City Manager Report
City Dump Open Dates
Cache County Road Work Agreement
Floating Holiday – Thursday, December 24th
11. 7:55 P.M. Council Member Reports
12. 8:15 P.M. Mayor’s Report
City Manager Retirement Reception
13. 8:35 P.M. Initial discussion on the new budget for the period of July 1, 2015 through June 30, 2016
14. **CANCELLED** Public Hearing for the purpose of discussing proposed Ordinance 15-05, an ordinance which amends Title 16: Subdivision Regulations, in particular Section 16.20.070 “Secondary Water” and Section 16.16.050, “Dedication of Water”. **CANCELLED**

Adjournment

Items on the agenda may be considered earlier than shown on the agenda.

In accordance with the Americans with Disabilities Act, individuals needed special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least (3) days before the date of this meeting.

Prepared, posted in the City Office and library, emailed to each Council Member, emailed to the Herald Journal, Smithfield Sun, and forwarded to be posted on the City Web Site on 03/23/15, and the Utah Public Meeting Notice website.