

**SMITHFIELD CITY COUNCIL**

**APRIL 13, 2016**

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, April 13, 2016. The meeting began at 6:00 P.M. and Mayor Darrell G. Simmons was in the chair.

The following council members were in attendance: Deon Hunsaker, Barbara Kent, Jeff Barnes and Curtis Wall.

Kris Monson was excused.

City Manager Craig Giles, City Engineer Clay Bodily, Police Chief Travis Allen, and City Recorder Justin Lewis were also in attendance.

The opening remarks were made by Mayor Simmons.

**VISITORS:** Jason Watterson, Ben Balls, Chad Daniels, Jamie Spence, Gavin Spence, Ty Spence

**INTRODUCTION POLICE OFFICER DEREK SPENCE**

Chief Allen introduced Derek Spence to the council as the newest member of the police department. Curtis Shumway accepted a position elsewhere so his position was advertised and nine applications were received. Five interviews were conducted and Derek was selected.

Derek introduced his wife Jamie and his two boys. Derek thanked Trevor Larson for the training he has received over the last couple of weeks as well as from other staff members. Derek resides in North Logan and is originally from Mendon.

Chief Allen mentioned Derek is a member of the North Logan Fire Department and has years of fire department experience.

Derek mentioned he is also a reserve officer for the Utah State University Police Department.

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MARCH 9, 2016.**

\*\*\*A motion to approve the city council meeting minutes from the March 9, 2016 city council meeting was made by Barbara, seconded by Jeff and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Barnes, Wall

No Vote: None

Absent: Monson

**RESIDENT INPUT**

There was not any resident input.

**AWARD PRESENTATION FROM JASON WATTERSON OF THE UTAH LOCAL GOVERNMENTS TRUST.**

Jason Watterson informed the council the city was receiving the Trust Accountability Award for the second time and second year in a row.

The city has partnered with the Utah Local Governments Trust (ULGT) for 29 years.

ULGT was created in 1974 by the State of Utah when cities were having a hard time getting insurance coverage. At that time cities were considered a bad risk for insurance agencies.

The ULGT has over 560 members at this time and they consist of special districts, cities and counties.

Jason informed the council he is a risk manager that does training and evaluations of the city or county to show areas of improvement.

The ULGT developed a program several years ago to help deal with the most common and costly claims they deal with. The most common loss is from automobile accidents and the second most common issue is sewer backups.

The ULGT offers a 5% rebate of the premium paid by the city for coverage if they will put a safety program in place.

Some of the requirements of the safety program are for a city to have an active safety committee, facilities are audited and drivers are trained and monitored.

The ULGT provides each entity it serves with a monthly driving record of the employees of the city to help identify those with expired licenses or lapsed certificates such as an expired CDL license.

Annual sewer inspections are part of the program as well.

The city was presented with a check for \$3,807 for receiving the award.

The safety committee of the city consists of Doug Peterson, Craig Giles, Justin Lewis, Brett Knight, Jay Downs and Travis Allen.

Jason informed the council he recently had a training seminar at the fire department building that involved employees from the city, Hyde Park City and North Logan City.

Jason informed the council obtaining the award is a good achievement for the city as it is a reward for working hard to help prevent problems and causing unneeded financial expenditures.

Jason mentioned last year around 10% of the entities serviced by the ULGT received the award and this year around 20% will receive the award. The majority of those receiving the award are from Cache Valley.

Jason presented the council with an award and thanked them for their long working relationship with the ULGT.

**OVERVIEW, PRESENTATION, EXPLANATION, DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 16-07, A RESOLUTION TO ALLOW THE CITIZENS OF SMITHFIELD CITY TO VOTE ON THE CREATION OF THE CACHE WATER DISTRICT IN THE UPCOMING GENERAL ELECTION IN NOVEMBER 2016.**

Mayor Simmons informed the council at the request of the county this discussion and vote had been rescheduled to the June 8<sup>th</sup> council meeting.

Mayor Simmons mentioned the council will not be voting whether to join the water conservancy district but the vote will be whether or not to allow the issue to be on the November 2016 general election ballot so the residents of the city can decide whether or not the city should participate in the creation of a water conservation district.

**BEN BALLS HAS REQUESTED APPROVAL OF A CONDITIONAL USE PERMIT TO MOVE A USED STRUCTURE INTO THE CORPORATE CITY LIMITS OF SMITHFIELD CITY. THE STRUCTURE IS A HOME AND IT WOULD BE MOVED TO 300 WEST 140 SOUTH. ZONED R-1-12.**

Clay informed the council a conditional use permit is required to move a structure into the city. Ben Balls has purchased a subdivision from David Lillywhite and Don Corbridge and would like to put this home on one of the building lots. The planning commission has reviewed the request, approved the request and sent to the council for consideration.

Barbara asked if all of the infrastructure for the subdivision had been installed already? Clay stated not at this time.

Barbara asked if any of the other lots in the subdivision were occupied? Clay stated the home on Lot 1 is about completed.

Jeff asked where the home was coming from? Ben Balls mentioned the home is currently located north of town on the west side of the highway across from Rocky Mountain Power. The roof of the home is a concern and will need to be reviewed, repaired as needed and brought up to code. If allowed the home will include a basement and garage as well. The entire exterior of the home will be redone. If approved, the underground work for the foundation will start within a week.

Mayor Simmons asked if this is a modular home? Ben stated it is not and will be moved in one piece.

Barbara asked if the home has been located north of town for a long time? Ben stated that was correct.

Mayor Simmons asked who would be moving the home from its current location to the new building lot? Ben stated a company from Hyrum City.

Barbara stated she was in favor of moving the home and getting it off of the highway and restored.

Ben informed the council the home will look nice and be a nice part of the new subdivision he is building.

Jeff asked what material is on the exterior of the home currently? Ben informed the council all of the current exterior will be removed and most likely replaced with Hardy board which is similar to the exterior of the other home he is completing in the subdivision. There will be an additional three homes built in the subdivision in the future and this home, when complete, will look like a new home.

Barbara asked Ben if he is building the homes in the subdivision and selling them? Ben stated that was correct.

Barbara asked Ben if he was a partner on the project with David Lillywhite? Ben stated he had purchased all of the lots from David Lillywhite and Don Corbridge and this was his project to develop and finish.

Jeff asked the status of the conditional use permit after the home is moved into town? Clay stated the permit would go away after the project is completed.

Craig informed the council there is still a building inspection process for this home just like any new home that is built.

Barbara mentioned Ben has an invested reason, where he is the developer, to make the home like nice and conform to the area.

Ben mentioned the home he is finishing up was in such disrepair it could have been bulldozed but he has completely redone the home and made it nice for the area. The same thing will happen to this home, if approved.

Ben informed the council he prefers to use Hardy board over vinyl siding for the homes he builds.

Ben mentioned other than the framing of the home and the cabinets all of the rest of the home will be new and restored or replaced. The home does not have lathe and plaster and does have sheetrock that will be redone as well as all of the electrical.

\*\*\*A motion to approve the conditional use permit request by Ben Balls to relocate a home from outside of the city limits to the building lot at approximately 300 West 140 South was made by Curtis, seconded by Jeff and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Barnes, Wall

No Vote: None

Absent: Monson

**APPROVAL OF HEIDI HARPER AS THE SMITHFIELD CITY REPRESENTATIVE ON THE CACHE VALLEY TRANSIT DISTRICT BOARD OF DIRECTORS.**

Curtis informed the council he had visited with Heidi Harper about the transit district and she would like to stay on the board as the representative of the city. She enjoys her time on the board and wants to continue to contribute and be involved.

The transit district is trying to get a bus in the Health Days parade.

\*\*\*A motion to appoint Heidi Harper as the Smithfield City representative on the Cache Valley Transit District Board of Directors was made by Curtis, seconded by Deon and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Barnes, Wall

No Vote: None

Absent: Monson

Barbara asked if this is a paid position? Curtis stated it is not.

Mayor Simmons mentioned Heidi was nervous to serve in the beginning but has embraced the role and is doing a great job for the city.

Jeff asked if every city in the valley has a representative on the board? Curtis mentioned only the cities that have bus service to their community.

Heidi will supply meeting minutes and information to Curtis in the future and Curtis will relay information to the council as needed.

**DISCUSSION AND POSSIBLE VOTE ON UPDATES TO THE EMPLOYEE PERSONNEL MANUAL.**

Craig informed the council as part of the budget process health and dental insurance are reviewed on a yearly basis. The city has always offered the employees long term disability coverage but has not offered short term disability coverage in the past. In the future, the city will start offering short term disability to all benefitted employees.

The health insurance renewal rate from Select Health for the upcoming fiscal year showed an increase of 11.7%.

The city staff solicited the current broker for the city as well as two new brokers to obtain quotes for all of the coverages offered by the city to the employees.

After many meetings, discussion and careful deliberation the Moreton Agency was selected as the new broker for the city. One of the employees of the Moreton Agency lives in town and another employee lives in Logan. They will help with open enrollment and explain the new health insurance options to the employees.

After putting long term and short term disability coverage out to bid the Moreton Agency was able to provide both coverages for only an additional \$2,000 per year.

The short term disability coverage is now being offered since the bank hour's program the city offered in the past has been suspended and no more bank hours can be accrued.

Additional life insurance can be added for each employee but it would be at their cost not an additional cost to the city.

The biggest change will be the change in providers. Currently, the city has coverage through Select Health but starting July 1<sup>st</sup> the provider will be changed to Regence (Blue Cross Blue Shield of Utah).

A traditional insurance plan as well as a Health Savings Plan (HSA) plan will be offered.

The HSA plan is 16.7% cheaper than the traditional plan so the city staff is proposing changing what the city pays and what the employee pays for their choice of coverage.

As proposed, if the employee elects to have an HSA plan the city would pay 100% of the cost for single, two-party and family coverage because of the cost savings to the city.

As proposed, if the employee elects to have the traditional plan the city would pay less, the city would pay 70% of the cost and the employee would pay 30% of the cost and this would apply to single, two-party and family coverage.

Currently, the city pays 100% of single coverage and 80% of two-party and family coverage.

Barbara asked what the parameters are of the HSA? Craig said HSA plans are traditionally high deductible but the one the city has selected has a deductible of \$1,500 for single and \$3,000 for family coverage. The deductible is reasonable as the employee would be responsible to pay the first \$3,000.

Barbara mentioned she was aware of some of these plans with \$10,000 deductibles and this plan seemed very reasonable.

Craig mentioned right now he pays the city \$368 a month for health insurance coverage and now he will be able to take that money and put in his HSA account to help pay his costs in the future. Craig will save and the city will save as well.

Barbara mentioned there are good tax incentives for these types of plans as well.

Craig mentioned the money put into the HSA account is the employees and can be used in the future for medical expenses; the money does not have to be spent in a certain amount of time.

Barbara asked if the city had offered an HSA plan in the past? Craig said this would be the first time.

Mayor Simmons asked if higher deductible plans had been considered? Craig stated several plans had been reviewed and considered and the cost savings to go to a much higher deductible plan was not very much at this time. In the future that could change but this year's rates did not reflect a large difference.

Curtis asked how many employees have health insurance coverage through the city? Craig stated there are 24 family plans, eight two-party plans and nine single plans. Three employees have coverage through another provider.

Curtis asked what the benefit is for those not covered on the city health insurance plan? Craig stated the city puts 50% of the cost of a single HSA monthly premium into a 401K plan for the employee when the employee does not have city sponsored health insurance.

Mayor Simmons asked for information on the dental insurance plan. Craig stated the coverage was being changed from PEHP to Town and Country which is offered through the Moreton Agency. Currently, the yearly dental premium through PEHP is about \$40,000 and the new premium will be approximately \$35,000 for the same coverage. The city pays 80% of the cost and the employee pays 20% of the cost of the monthly premium.

Mayor Simmons asked why dental coverage is offered to the employees? Craig stated it has been offered to the employees for many years as part of their benefit package.

Mayor Simmons mentioned costs need to be cut in the budget and this is one item that might need to go or be considered to be removed to save money.

Mayor Simmons asked if the city offers vision coverage? Craig stated the city does not.

Mayor Simmons asked if the age and condition of the employees is considered in the health insurance rates? Craig said this plan does not consider employee demographics.

Mayor Simmons mentioned employee benefits are a delicate issue and more and more companies are cutting back on the benefits they offer.

Mayor Simmons asked Craig if what the city offers to its employees for benefits had been compared to other surrounding communities? Craig mentioned North Logan City offers an HSA plan and pays 100% of the cost of the monthly premium as well as puts \$200 per month into the employees HSA savings account. Nibley City does the same as North Logan City. Logan City

pays 100% of the cost of the HSA monthly premium and does not put any money into an HSA account for the employee. Utah State University is going to an HSA plan in the future.

Mayor Simmons stated he would like to discuss the dental insurance more during the budget discussion as every item in the budget needs to be reviewed.

Craig mentioned traditionally employees work for a city because of the benefits not the pay. All of the public works employees could go elsewhere if they wanted to earn more per hour but they would have worse benefits. It is a give and take for the employees, they can make more money and have less benefits or make less money and have better benefits is how it has been in the past for most communities.

Craig informed the council if every employee went to HSA coverage the city would save \$168,000.

Mayor Simmons asked if the city offers any type of supplemental insurance such as AFLAC? Craig stated the city offers AFLAC but the employee has to pay 100% of the cost if they want the coverage.

Craig mentioned as part of establishing a health and wellness program for the city the proposal is to allow all of the benefitted employees to have both a recreation center pass as well as a golf course pass. Currently, employees can have one or the other but not both.

Barbara asked if the recreation center was okay with this change? Craig stated that was correct.

Jeff mentioned the health insurance coverage for the employees of the city as proposed is a good deal. Where Jeff works dental and vision insurance coverage are not offered. Employees have to purchase the coverage on their own. Jeff felt it is a good idea to continue to offer the employees of the city dental insurance coverage. Mayor Simmons mentioned it is a good idea but comes at a cost. Barbara stated she felt the city was doing a good job in offering the employees good benefits and at the same time being money conscience and doing what is best for the city as well.

\*\*\*A motion to approve changes to the Personnel Manual specifically Article XI, Medical Insurance and Article IX, Use of the city golf course and recreation center was made by Jeff, seconded by Barbara and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Barnes, Wall

No Vote: None

Absent: Monson

#### **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 16-06, A RESOLUTION APPROVING THE MUNICIPAL WASTEWATER PLANNING PROGRAM ANNUAL REPORT.**

Clay mentioned not only does the Utah Local Governments Trust have concerns about sewer systems but the Department of Environmental Quality does as well. They suggest a yearly self-

evaluation is completed. The city staff fills out the report on a yearly basis. Portions of the assessment discuss finances, maintenance and operation as well as future capital improvements and projected needs for the system.

The management plan for the collection system was created in 1988 and is still in good shape according to Clay.

If the city does not do the self-evaluation on a yearly basis and the city needs to borrow money to fund a sewer related project the state will not borrow the city any funds because the assessment was not completed. The state wants the council to be aware of the assessment so they require the council to pass a resolution acknowledging the council is aware of the assessment.

Deon asked how much the city storm water budget is on a yearly basis? Clay asked if he wanted capital improvements included in that or just the budget? Craig stated the storm water is an enterprise fund and operates on its own and is not part of the sewer system collection system.

Deon informed the council he learned in attending some recent irrigation canal board meetings the city is paying fees to the irrigation company to allow the runoff water to collect in the irrigation canal. Craig stated the city pays the canal company thousands per year for canal maintenance, repair and upkeep.

Deon mentioned the canal has been buried up to and through Hyde Park City but a swell was created to collect the runoff water. The canal is not piped through Smithfield City. Craig mentioned all of the trash, garbage and debris in the irrigation swell and canal flows to Smithfield and has to be taken care of by the city.

\*\*\*A motion to approve Resolution 16-05, A RESOLUTION APPROVING THE MUNICIPAL WASTEWATER PLANNING PROGRAM ANNUAL REPORT was made by Barbara, seconded by Curtis and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Kent, Barnes, Wall  
No Vote: None  
Absent: Monson

### **CITY MANAGER REPORT SET BUDGET WORKSHOP MEETING DATE**

Craig asked the council if they want to continue to open the green waste facility in the spring for a couple of Saturdays? Mayor Simmons stated absolutely he wants it open and requested an additional dumpster be placed at Forrester Acres.

Clay asked where the new dumpster should be put at Forrester Acres? Mayor Simmons stated an additional pad could be built, if needed.

Jeff asked how often the dumpsters are emptied? Clay stated on Monday and Friday.

Craig stated the green waste site can be opened but he had some concerns. There are a lot of people that bring garbage, tires and concrete and leave it when they should only be bringing green waste. The city cannot collect garbage without having the appropriate permits. The city is paying the cost to have an employee there as well as all disposal costs of the waste.

Mayor Simmons recommended opening the green waste site in April.

Craig asked for how many days? Mayor Simmons replied for the next three Saturdays.

Jeff mentioned he does not use the city green waste site as he uses the dumpsters at Forrester Acres or goes to the Logan City Landfill.

Craig mentioned the city has the green waste bins at Forrester Acres and the city staff has to take about two hours every Monday to clean up all the debris and garbage not thrown in the dumpsters after the previous weekend.

Mayor Simmons stated the site needs to be opened on April 30<sup>th</sup> for the Comcast Cares Day of Service.

Craig asked the Mayor if he wanted the site open April 16<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup>? Mayor Simmons stated that was correct.

Deon asked what happens to the green waste? Craig stated after it dries out the waste will be burned.

Barbara asked if the waste can be recycled? Craig stated the city does not have a way to recycle the waste but the Logan City Landfill does.

Jeff stated he thinks the site should be opened this year but should be reviewed for future years. The bins can keep being utilized and when they are full people should take their green waste to the Logan City Landfill so it can be recycled.

Mayor Simmons stated the existing bins are not enough as the city continues to grow.

Jeff mentioned people need to plan and they need to realize if they are later in the day on a Saturday the bins will be full. Craig mentioned after the gates are closed people are even putting debris and garbage in front of the maintenance shop gates.

Jeff asked if any professional lawn mowing contractors were dumping in the bins? Clay stated they are not allowed and there is a sign down there stating it is not allowed. Curtis mentioned he was down there the other day and the bins were full of grass clippings.

Barbara mentioned she liked having the bins and thought they are in a good location for the residents to utilize.

Craig mentioned the site will be open for the next three Saturdays for eight hours each day.

Mayor Simmons mentioned the city needs to educate people on green waste and let them know what they can and cannot leave at the green waste site and the dumpsters at Forrester Acres.

Justin reminded the council there is a significant cost for the dumpsters; they are not free.

Barbara suggested putting a write up in a future newsletter to help educate the community.

The consensus of the council was to open the green waste site at 800 West 300 North on April 16<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup> from 8:00 A.M. to 4:00 P.M.

Craig asked the council if it would be okay to combine the budget workshop with the next city council meeting on May 11<sup>th</sup>? The regular council meeting would be at the start of the meeting and after the regular agenda items are completed the budget session and department head review would take place. Each department head would take 15 to 20 minutes to review their department and budget. The budget will be presented to the council well in advance of the May 11<sup>th</sup> meeting and a meeting with each of the council members would be held to review the budget and discuss any concerns and questions.

Mayor Simmons stated unless there were specific requests to be on the RDA agenda not to have another RDA monthly meeting until June.

Jeff asked if the department heads would be attending the May 11<sup>th</sup> meeting? Craig stated that was correct and each department head would present their own budget.

Justin mentioned Kris liked the idea of only having one meeting for council and the budget and suggested the meeting start at 5:30 P.M. rather than 6:00 P.M. Mayor Simmons agreed.

Deon mentioned at the league meetings he just attended it was suggested the city recorder give a quarterly report on the budget.

## **COUNCIL MEMBER REPORTS**

Deon mentioned he had received a lot of positive comments about the parade going back to Main Street. The Lion's Club will decide on Thursday, April 14<sup>th</sup> who they are going to select as Citizen of the Year. They will make the presentation to the person during Health Days at either the children's theatre or during the young musician competition.

Mayor Simmons suggested the presentation be during the children's theatre as there will be more people in attendance.

Deon mentioned at one of the sessions he attended at the league meetings it was suggested to tell people to not plant trees as they use too much water. As canal companies are piping canals the trees along the edge of the canal are dying. Jeff stated there should not be trees along a canal in the first place.

Deon mentioned there is a program through the Logan Recreation Center where if people have a device that monitors how much they walk in a day when they reach 100 miles they will get a free pass to the recreation center. Does the local recreation center do anything similar? Barbara mentioned the city's recreation center already has a wellness program in place.

Barbara mentioned the youth council is holding their annual leadership conference on Saturday, April 16<sup>th</sup> from 8:00 A.M. to 1:00 P.M. at the senior citizen center. There will be 28 youth from North Logan City, eight from Richmond City and 36 from Smithfield City as well as 12 advisors. Mayor Simmons, Troy Christiansen and John Flann will speak to the youth.

The youth council will be helping with the Comcast Cares Day of Service.

The senior center is now meeting on Tuesday at noon rather than on Wednesday at noon like in the past.

Right now only 218 people have pre-registered for Comcast Cares and last year over 1,000 pre-registered. The original registration forms did not have the online registration link printed on them but the new forms do. Online registration is encouraged to help people from being in a long line on the day of service. The new online registration form will be posted on the city Facebook page and a message sent through the Parlant communication system. There are 5,000 new forms at the city office that can be distributed.

Jeff let the council know six Eagle Scout projects will be completed during the day of service.

Barbara asked if it would be appropriate to state the funds raised from the day of service would benefit a certain project in the city as last year it was advertised all of the funds would go to the library for new furnishings? Mayor Simmons suggested stating it would go to the library and other city recreation projects.

Curtis stated he would drop off some of the new flyers to Lee's Marketplace, Ace Hardware and Papa Murphy's Pizza for them to hand out. Mayor Simmons suggested getting some to the Smithfield Chamber of Commerce to distribute as well.

Jeff informed the council he had been invited to attend a Lion's Club dinner and talk about memorial trees in the city. Kris, Mike Neilson, and Marilyn Benavides attended as well and Kris talked about the library. The Lion's Club donated \$3,000 towards furnishings for the library. The Lion's Club is also considering making a donation for a memorial tree.

Jeff reminded the council the city had received a grant to help inventory the trees in the city. Jeff will work with Craig to determine what areas to cover in the city and the amount of budgetary funds available for the project.

Jeff informed the council that Richard Kline had resigned as the head of the young musician's competition that is held during Health Days. Heather Overly has been asked to take over the program. Jeff mentioned he had worked with Richard for the last three years and would be assisting Heather this year. Preston and Mountain Crest High School both have similar programs

and they almost fill the auditorium when their program is held. Mountain Crest has 45 students perform over two nights. Sadly, only about 20 to 30 people are attending the local competition. The program needs to be revamped and possibly a committee formed to take the competition in a new direction.

Mayor Simmons thanked Jeff for his willingness to work with Heather and asked for future programs to be more diverse and not just be classical music only as that is what Richard preferred. Mayor Simmons thanked Richard for his years of service overseeing the completion.

Mayor Simmons asked if the competition would be held on the Thursday night of Health Days? Jeff stated that was correct.

Curtis attended the last Smithfield Chamber of Commerce meeting which was held at Firehouse Pizzeria. Stacey Dority had provided an update on the annual Easter egg hunt. This year the children were separated by ages and it worked out well. Right now the chamber is working on putting together their golf tournament which is held during Health Days. The chamber is looking for participants as well as individual hole sponsors. The website for the chamber has not been updated for a long time and is in need of a major update and then regular upkeep. Curtis is going to work with a student from Stevens Henager College to get the website up to date and more appealing.

At the last planning commission meeting the animal ordinance discussion on the number of dogs and cats that should be allowed in the city was discussed. The feeling was the planning commission was overthinking the issue and they will come up with a different or revised ordinance or proposal that will come to the council after a future meeting.

The proposed sign ordinance was discussed as well as there might have been some overthinking on it as well and it will be reviewed and changed and brought back to the council for consideration at a future council meeting.

Mayor Simmons thanked Curtis for attending the planning commission meetings and keeping the continuity between the council and the planning commission.

Mayor Simmons suggested on the sign ordinance that it be business friendly and only address problems not look for problems that may or may not happen.

## **MAYOR'S REPORT**

Mayor Simmons informed the council that "The Family Place" had received \$138,107 in funding from the CDBG application they submitted. The project will start to move forward and they are aware of the stipulations that must be met and adhered too. Craig mentioned the total project cost is around \$220,000 for what has been proposed.

Mayor Simmons mentioned himself, Deon and Craig had attended the recent league meetings in St. George. One of the focus areas was on social media such as Facebook and Twitter. Texting as well as the definition of a formal meeting was reviewed. Some non-transparent things have

happened in other communities and they must be corrected. GRAMA requests can be made for all emails and text messages whether sent and received through a personal account or a city account or phone.

Justin oversees and moderates the city Facebook page and it was recommended to have only one or two moderators not several people with access to the account.

Dave Church did excellent presentations and one of them discussed council members should not argue publicly. Council members need to be respectful and listen to what others have to say and make an informed decision. Mayor Simmons thanked the council for their willingness to listen and discuss items even when they disagree and vote differently.

Mayor Simmons mentioned he is going to get a podcast of some of Dave's presentation as he would like the council to listen to a portion of the presentation.

Craig mentioned metadata is becoming a big problem. All electronic media needs to be stored and right now the city is not doing it as it is expensive and the city does not have anywhere to store the data. Storing video footage from police department car and body cameras takes a lot of time and space and is very costly.

Mayor Simmons reminded the council all emails and text messages are subject to GRAMA requests. Barbara suggested the council assume all communication is public.

Mayor Simmons asked for input on selecting a grand marshal for the Health Days parade. Barbara mentioned the assumption has always been the citizen of the year is also the grand marshal for the parade.

Mayor Simmons asked why that is the case and if guidelines need to be established. Barbara mentioned the Lion's Club is honoring one of their own when they select a citizen of the year. Mayor Simmons suggested coming up with some criteria for the grand marshal for the parade.

Curtis asked what citizen of the year really meant and how was the person selected? Mayor Simmons mentioned to make sure emotion is not involved in the selection as people become offended when that happens.

Craig stated several other communities consider the oldest resident as the grand marshal on a periodic basis.

Barbara mentioned contributions to the community could also be considered.

Barbara mentioned Kris felt the grand marshal and citizen of the year should be the same person other than in certain instances such as when special guest Dick Norse was the grand marshal.

Mayor Simmons mentioned Lyle Hillyard and Chad Downs had been mentioned as possible grand marshals for this year.

Deon asked why a grand marshal is needed? Craig stated mainly because of tradition. Barbara felt it would be appropriate to recognize someone other than the citizen of the year.

Jeff read the citizens of the year from 1972 through 2015 as selected by the Lion's Club.

Curtis suggested letting the citizen of the year be the grand marshal this year and the council can establish some guidelines for the future.

Curtis asked how the library intended to hand out the 1,500 books they received? Barbara stated they will have several volunteers handing them out while they are walking during the parade route.

*\*\*\*Curtis made a motion to adjourn at 8:02 P.M.\*\*\**

## **SMITHFIELD CITY CORPORATION**

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Darrell G. Simmons, Mayor

**ATTEST:**

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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, **April 13, 2016**. The meeting will begin at 6:00 P.M.

Welcome and Opening Ceremonies by Mayor Simmons.

1. Approval of the city council meeting minutes from March 9, 2016
2. Resident Input
3. Award Presentation from Jason Watterson of the Utah Local Governments Trust.

Smithfield City Council Meeting Minutes, April 13, 2016

4. Overview presentation, explanation, discussion and possible vote on Resolution 16-07, a Resolution to allow the citizens of Smithfield City to vote on the creation of the Cache Water District in the upcoming General Election in November 2016.
5. Ben Balls has requested approval of a Conditional Use Permit to move a used structure into the corporate city limits of Smithfield City. The structure is a home and it would be moved to 300 West 140 South. Zoned R-1-12.
6. Approval of Heidi Harper as the Smithfield City representative on the Cache Valley Transit District Board of Directors.
7. Discussion and possible vote on updates to the Employee Personnel Manual.
8. Discussion and possible approval of Resolution 16-06, a Resolution approving the municipal wastewater planning program annual report.
9. City Manager Report  
Set Budget Workshop Meeting Date
10. Council Member Reports
11. Mayor's Report

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 04/11/16, and the Utah Public Meeting Notice website.