

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

The Willard City Council of Willard City Corporation will hold a **City Council** meeting on **Thursday, April 11, 2024**. The meeting will be held at the Willard City Offices 80 W 50 S. The meeting will begin promptly at **6:30 p.m.** The agenda will be as follows:

5:00 p.m.

1. Call to Order

1. Invocation
2. Pledge of Allegiance
3. Conflict of interest declaration

5:00 p.m.

2. **Open Comment Period** (Individuals have three minutes for open comments. If required, items may be referred to department heads for resolution. Items requiring action by the City Council will be placed on the agenda for a future meeting.)

3. Planning Commission Report

4. Presentations and New Business

- a. **Ordinance 2024-02** regarding a petition from Marc Anderson to rezone approximately 3.16 acres, located at approximately 1100 South Main Street from A-5 to R-1/2 (Parcel No. 02-055-0010).
- b. Approval of **Resolution 2024-05** Approving the Municipal Wastewater Program Annual Report for the year ending 2023.
- c. **Ordinance 2024-03 2213** Transportation Tax Repeal
- d. **Ordinance 2024-04 2214** Transportation Tax Repeal
- e. Discussion and Adoption of **Ordinance 2024-05** Option Transportation Tax
- f. Discussion on vacating the sewer easement on properties east of 100 west. (next meeting).
- g. Progress on amending subdivision Ordinance to include new water allocation. (next meeting)

5. Minutes

- a. Approval of the March 14, 2024, City Council Minutes.

6. Financial

- a. Warrants, Vouchers, Reports

7. Department Reports

- a. Public Works
- b. Police Department
- c. Fire Department

8. Council Member Reports

- a. Jacob Bodily
- b. Rod Mund
- c. Mike Braegger
- d. Rex Christensen
- e. Jordan Hulse

9. Next agenda items April 25, 2024

10. Mayor's General Correspondence and Information

11. City Manager's Report

12. Consideration of Motion to Enter a Closed Session (if necessary) pursuant to UCA §52-4-205 (a) except as provided in Subsection (3), discussion of the character, professional competence, or physical or mental health of an individual; (b) strategy sessions to discuss collective bargaining; (c) strategy sessions to discuss pending or reasonably imminent litigation; (d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares (e) strategy sessions to discuss the sale of real property, including any form of a water right or water shares; (f) discussion regarding deployment of security personnel, devices, or systems; or (g) investigative proceedings regarding allegations of criminal misconduct.

13. Adjourn

/s/ Susan O'Bray
City Recorder, Willard City
Posted April 8, 2024

Ordinance 2024-02

An Ordinance of the Willard City Council to approve an application from Marc Anderson to rezone 3.16 acres located at approximately 1100 South Main Street from A-5 to R-1/2 (Parcel number 02-55-0010)

Whereas; Marc Anderson owns approximately 3.16 acres in Willard City located at approximately 1100 South Main Street and

Whereas; Marc Anderson has petitioned Willard City to rezone his property from A-5 to be R-1/2; and

Whereas; the Willard City Planning Commission held a public hearing and allowed input from the public on the rezone request on March 7, 2024; and

Whereas; the Willard City Planning Commission discussed the proposed rezone of the Anderson property and finds that the rezone request is consistent with the goals of the Willard City General Plan, has access to utilities, and emergency services, and it is recommended that the Willard City Council approve the rezone.

NOW THEREFORE BE IT ORDAINED that the Willard City Council approves the petition of Marc Anderson to rezone the 3.16 approximate acres, shown on attachment 1 incorporated into this ordinance, owned by Marc Anderson at approximately 1100 South Main Street Willard as R 1/2 zoning.

PASSED AND APPROVED by the Willard City Council this _____ day of _____, 2024.

Willard City Mayor

Voting:

Bodily Yes ___ Nay ___
Mund Yes ___ Nay ___
Braegger Yes ___ Nay ___
Christensen Yes ___ Nay ___
Hulsey Yes ___ Nay ___

ATTEST:

City Recorder

RESOLUTION 2024-05

A RESOLUTION OF THE WILLARD CITY COUNCIL APPROVING THE MUNICIPAL WASTEWATER PROGRAM ANNUAL REPORT FOR THE YEAR ENDING 2023 FOR THE PERRY WILARD REGIONAL WASTEWATER TREATMENT PLANT

WHEREAS, Willard City operates a joint Waste Water Treatment Plan with Perry City: and

WHEREAS, the State of Utah requires an Annual Report to be filed regarding the Municipal Wastewater Planning Program for the plant: and

WHEREAS, the Willard City Council has two members of the Council who sit on the Board of the Perry Willard Plant; and

WHEREAS, an annual report has been drafted to be submitted to the State of Utah.

NOW THEREFORE BE IT RESOLVED that the Willard City Council approves the attached Municipal Wastewater Planning Program (MWPP) Annual report to be submitted to the State of Utah.

This resolution shall become effective immediately upon passage and posting as required by law.

Passed the 11th day of April 2024 by a vote of ___for and _____against.

Travis Mote
Mayor Willard City

Susan O Bray
Willard City Recorder

2024 MWPP Survey Questions

This document is provided to assist in gathering the appropriate responses for the survey.

The following questions are populated into a spreadsheet. Each question is numbered by the letter of the column that it falls in. If it so happens that you need to change a response to a question after submitting the form call Harry Campbell at 385-501-9583, identify your facility, report the question label (B, C, D, etc. in front of the question), and provide the correct response.

B. Email hollinja60@gmail.com (email of facility contact)

Section 1. General Information

C. Name of Facility? Perry-Willard Wastewater Treatment Plant

D. What is the name of the person responsible for this organization? Jeff Hollingsworth

E. What is the title of the person responsible for this organization? Plant Manager

F. What is the email Address for the person responsible for this organization? hollinja60@gmail.com

G. What is the phone number for the person responsible for this organization? 801-745-5013

H. Facility Location? Please provide either Longitude and Latitude, address, or a written description of the location (with area or point). 975 N 1000 W, Willard, UT 84302

Federal Facility Section

I. Are you a federal facility? A federal facility is a military base, a national park, a facility associated with the forest service, etc. Yes **No**

"If Yes" you will go to the Collection Section

"If No" you will go to the Financial Section

Financial Evaluation Section

J. This form is completed by [name]? Financial Evaluation completed by Shanna Johnson for Perry City with input from Willard City for Willard's portion

Part I General Questions - Please answer the following questions regarding GENERAL QUESTIONS.

K. Are sewer revenues maintained in a dedicated purpose enterprise/district account? **Yes** No

L. Are you collecting 95% or more of your anticipated sewer revenue? **Yes** No

M. Are Debt Service Reserve Fund requirements being met? **Yes** No

N. Where are sewer revenues maintained? General Fund Combined Utilities Fund **Other: Dedicated Sewer Fund not combined with other utilities**

O. What was the average annual User Charge for 2023? If there is more than one rate divide the total municipal yearly User Charge collected, by the total number of connections.

\$654

P. Do you have a water and/or sewer customer assistance program (CAP)? Yes **No**

Part II: OPERATING REVENUES AND RESERVES - Please answer the following questions regarding OPERATING REVENUES AND RESERVES.

Q. Are property taxes or other assessments applied to the sewer systems? Yes **No**

R. Revenue from these taxes = 0

S. Are sewer revenues sufficient to cover operations & maintenance costs, and repair & replacement costs (OM&R) at this time? **Yes** No

T. Are projected sewer revenues sufficient to cover operation, maintenance, and repair (OM&R) costs for the next five years? **Yes** No

U. Does the sewer system have sufficient staff to provide proper OM&R? **Yes** No

V. Has a repair and replacement sinking fund been established for the sewer system? **Yes** No

W. Is the repair & replacement sinking fund sufficient to meet anticipated needs? **Yes** No

Part III: Capital Improvements, Revenues and Reserves. - Please answer the following questions regarding Capital Improvements, Revenues and Reserves.

X. Are sewer revenues sufficient to cover all costs of current capital improvements projects? **Yes** No

Y. Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects? **Yes** No

Z. Are projected Capital Improvements Reserve Funds sufficient for the next five years? **Yes** No

AA. Are projected Capital Improvements Reserve Funds sufficient for the next ten years? **Yes** No

AB. Are projected Capital Improvements Reserve Funds sufficient for the next twenty years? **Yes** No

Part IV: FISCAL SUSTAINABILITY REVIEW - Please answer the following questions regarding FISCAL SUSTAINABILITY REVIEW.

AC. Have you completed a rate study within the last five years? **Yes** No

AD. Do you charge Impact fees? **Yes** No

AE. Impact Fee (if not a flat fee, use average of all collected fees) = \$6,225.00

AF. Have you completed an impact fee study in accordance with UCA 11-36a-3 within the last five years? Yes **No**

AG. Do you maintain a Plan of Operations? **Yes** No

AH. Have you updated your Capital Facility Plan within the last five years? Yes **No**

AI. In what year was the Capital Facility Plan last updated? 2007

AJ. Do you use an Asset Management system for your sewer systems? Yes **No**

AK. Do you know the total replacement cost of your sewer system capital assets? **Yes** No

AL. Replacement Cost = \$9,840,448

AM. Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost? Yes **No**

AN. What is the sewer/treatment system annual asset renewal cost as a percentage of its total replacement cost? 0.00

AO. Describe the Asset Management System. Check all that apply

- Spreadsheet
- GIS
- Accounting Software
- Specialized Software

AP. Please answer the following: - 2023 Capital Assets Cumulative Depreciation? Perry: \$471,199
Willard: \$248,157.30

AQ. Please answer the following: - 2023 Capital Assets Book Value? Book Value = total cost - accumulated depreciation Perry: \$12,334,008; Willard: \$9,383,351

Part V: PROJECTED CAPITAL INVESTMENT COSTS - Please answer the following questions regarding PROJECTED CAPITAL INVESTMENT COSTS.

AR. Cost of projected capital improvements - Please enter a valid numerical value. - 2023?
\$0

AS. Cost of projected capital improvements - Please enter a valid numerical value. - 2024 through 2028?
\$0

AT. Cost of projected capital improvements - Please enter a valid numerical value. - 2029 through 2033?
\$0

AU. Cost of projected capital improvements - Please enter a valid numerical value. - 2034 through 2038?
\$0

AV. Cost of projected capital improvements - Please enter a valid numerical value. - 2039 through 2043?
\$0

AW. Purpose of Capital Improvements - 2023? Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

AX. Purpose of projected Capital Improvements - 2024 through 2028? - Check all that apply.

AY. Purpose of projected Capital Improvements - 2029 through 2033 Check all that apply.?

- Replace/Restore
- New Technology
- Increased Capacity

AZ. Purpose of projected Capital Improvements - 2034 through 2038? - Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

BA. Purpose of projected Capital Improvements from 2039 through 2043? - Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

BB. To the best of my knowledge, the Financial Evaluation section is completed and accurate. True
False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

BC. Do you have a collection system?

The answer to this question is obvious in most cases, but for clarification, some wastewater systems consist of only wastewater collections (answer Yes). Some wastewater systems do not have a collection system but receive wastewater from separate collection system jurisdictions (answer No). Some wastewater systems have treatment and collections and consider their entire system as one entity (answer Yes). Some wastewater systems have treatment and collections, but consider their collections a separate entity from treatment (answer No). If you have treatment but have an independent collection system and you answered "No," you must enter your collection system separately as an independent response to the survey. Yes No

"If Yes" you will go to the Collection Section

"If No" you will go to a choice of which Treatment section

Collection System - The collection of wastewater in a system of pipes and possibly pump stations that deliver wastewater to a treatment system that may or may not be independent of the treatment system.

BD. This form is completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs). Payden Vine

Part I: SYSTEM DESCRIPTION - Please answer the following questions regarding SYSTEM DESCRIPTION.

BE. What is the largest diameter pipe in the collection system? - Please enter the diameter in inches.
36"

BF. What is the average depth of the collection system? - Please enter the depth in feet.
9.17ft

BG. What is the total length of sewer pipe in the collection system? - Please enter the length in miles.
26.67 Miles

BH. How many lift/pump stations are there in the collection system? 1

BI. What is the largest capacity lift/pump station in the collection system? - Please enter the design capacity in gpm. 340

BJ. Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more? Yes **No**

BK. What year was your collection system first constructed (approximately)? 2008

BL. In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? If more than one, cite the oldest. 2008

Part II: DISCHARGES - Please answer the following questions regarding DISCHARGES.

BM. How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt? 0

BN. How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)? 0

Sanitary Sewer Overflow (SSO)

Class 1 - a Significant SSO means a SSO backup that is not caused by a private lateral obstruction or problem that:

- a) affects more than five private structures;
- b) affects one or more public, commercial or industrial structure(s);
- c) may result in a public health risk to the general public;
- d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- e) discharges to Waters of the State.

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria

BO. What is the number of Class 1 SSOs in Calendar year 2023? 0

BP. What is the number of Class 2 SSOs in Calendar year 2023? 0

BQ. Please indicate what caused the SSO(s) in the previous question. n/a

BR. Please specify whether the SSOs were caused by contract or tributary community, etc.
n/a

Part III: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

BS. Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more? Yes **No**

BT. Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more? Yes **No**

BU. What is the number of new commercial/industrial connections in 2023? 0

BV. What is the number of new residential sewer connections added in 2023? 17

BW. How many equivalent residential connections are served? 779

Part IV: OPERATOR CERTIFICATION - Please answer the following questions regarding OPERATOR CERTIFICATION.

BX. How many collection system operators do you employ? 1

BY. What is the approximate population served? 2400

BZ. State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Collection System by: First and Last Name, Grade, and email. Grades: Grade I, Grade II, Grade III, and Grade IV. Payden Vine Grade III pvine@willardcity.com

CA. Please list all other Collection System operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. _____

CB. Please list all other Collection System operators by name and certification grade. Please separate names and certification grades for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV.

CC. Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility? **Yes** No

Part V: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

CD. Have you implemented a preventative maintenance program for your collection system? **Yes** No

CE. Have you updated the collection system operations and maintenance manual within the past 5 years? **Yes** No

CF. Do you have a written emergency response plan for sewer systems? **Yes** No

CG. Do you have a written safety plan for sewer systems? **Yes** No

CH. Is the entire collections system TV inspected at least every 5 years? **Yes** No

CI. Is at least 85% of the collections system mapped in GIS? **Yes** No

Part VI: SSMP EVALUATION - Please answer the following questions regarding SSMP EVALUATION.

CJ. Have you completed a Sewer System Management Plan (SSMP)? **Yes** No

CK. Has the SSMP been adopted by the permittee's governing body at a public meeting? Yes No

CL. Has the completed SSMP been public noticed? Yes No _____

If "yes" then the question below.

CM. Date of Public Notice? _____

If "no" then the question below.

CN. When will the SSMP be public noticed? _____

CO. During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan? Yes **No**

CP. What adjustments were made to the SSMP (i.e. line cleaning, CCTV inspections, manhole inspections, and/or SSO events)?

None _____

CQ. During 2023, was any part of the SSMP audited as part of the five-year audit? Yes **No**

CR. If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

n/a _____

CS. Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Plan? Yes No

Part VII: NARRATIVE EVALUATION - Please answer the following questions regarding NARRATIVE EVALUATION.

CT. Describe the physical condition of the sewerage system: (lift stations, etc. included) Good

CU. What sewerage system capital improvements does the utility need to implement in the next 10 years? _____

CV. What sewerage system problems, other than plugging, have you had over the last year? _____

We had one pump go bad. Has since been replaced

CW. Is your utility currently preparing or updating its capital facilities plan? Yes No

CX. Does the municipality/district pay for the continuing education expenses of operators?

100%

Partially

Does not pay

CY. Is there a written policy regarding continued education and training for wastewater operators? **Yes**
No

CZ. Do you have any additional comments?

DA. To the best of my knowledge, the Collections System section is completed and accurate. **True**
False

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

You have either just completed or just bypassed questions about a Collection System. This section (the questions below) determines the next set of questions that you will be presented based on the choice you make for treatment.

DB. What kind of wastewater treatment do you have in your wastewater treatment system?

If you have treatment, you must choose from Mechanical Plant, Discharging Lagoon, or Non-Discharging Lagoon. If you don't have treatment then choose "No Treatment." Choose only one answer.

Mechanical Plant

Discharging Lagoon

Non-Discharging Lagoon

No Treatment of Wastewater

Mechanical Plant

DC. Form completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs).

DD. What is the design basis or rated capacity for average daily flow in MGD? _____

DC. Form completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs). Jeff Hollingsworth, Plant Manager

DD. What is the design basis or rated capacity for average daily flow in MGD? 2.0

DE. What is the design basis or rated capacity for average daily BOD loading in lb/day?

3336

DF. What is the design basis or rated capacity for average daily TSS loading in lb/day?

3336

DG. What was the 2023 average daily flow in MGD? .78

DH. What was the 2023 average daily loading for BOD in lb/day? 1411

DI. What was the 2023 average daily loading for TSS in lb/day? 1392

DJ. What is the percent of capacity used by the 2023 average daily flow? 39

DK. What is the percent of capacity used by the 2023 average daily BOD load? 42

DL. What is the percent of capacity used by the 2023 average daily TSS? 42

Part II: EFFLUENT INFORMATION - Please answer the following questions regarding EFFLUENT INFORMATION.

DM. How many Notices of Violations (NOVs) did you receive for this facility in 2023?

0

DN. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows? 0

Part III: FACILITY AGE - Please answer the following questions regarding FACILITY AGE.

DO. In what year was your HEADWORKS evaluated? 2010

DP. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?

2010

DQ. What is the age of your HEADWORKS? 2010

DR. In what year was your PRIMARY TREATMENT evaluated? 2010

DS. In what year was your PRIMARY TREATMENT constructed, upgraded or renewed?

2010

DT. What is the age of your PRIMARY TREATMENT? 2010

DU. In what year was your SECONDARY TREATMENT evaluated? 2010

DV. In what year was your SECONDARY TREATMENT constructed, upgraded or renewed?

2010

DW. What is the age of your SECONDARY TREATMENT? 2010

DX. In what year was your TERTIARY TREATMENT evaluated? n/a

DY. In what year was your TERTIARY TREATMENT constructed, upgraded or renewed?
n/a

DZ. What is the age of your TERTIARY TREATMENT? n/a

EA. In what year was your SOLIDS HANDLING evaluated? 2010

EB. In what year was your SOLIDS HANDLING constructed, upgraded or renewed?
2010

EC. What is the age of your SOLIDS HANDLING? 13

ED. In what year was your DISINFECTION evaluated? 2010

EE. In what year was your DISINFECTION constructed, upgraded or renewed? 2010

EF. What is the age of your DISINFECTION? 13

EG. In what year was your LAND APPLICATION/DISPOSAL evaluated? n/a

EH. In what year was your LAND APPLICATION/DISPOSAL constructed, upgraded or renewed?
n/a

EI. What is the age of your LAND APPLICATION/DISPOSAL? n/a

Part IV: DISCHARGES - Please answer the following questions regarding DISCHARGES.

EJ. How many days in the last year was there a bypass or overflow of wastewater at the facility due to equipment failure? 0

Part V: BIOSOLIDS HANDLING - Please answer the following questions regarding BIOSOLIDS HANDLING.

EK. Biosolids disposal (check all that apply)

- Landfill
- Land Application
- Give Away/Other Distribution

Part VI: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

EL. Number of new commercial/industrial connections in the last year? _____

EM. Number of new residential sewer connections added in the last year? _____

EN. Equivalent residential connections served? _____

Part VII: OPERATOR CERTIFICATION

EO. How many treatment system operators do you employ? 2

EP. State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Treatment System by: First and Last Name, Grade, and email.

Grades: Grade I, Grade II, Grade III, and Grade IV. Jeffrey A. Hollingsworth Grade III
Hollinja60@gmail.com

EQ. Please list all other wastewater treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV. n/a

ER. Please list all other wastewater treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas.

Grades: Grade I, Grade II, Grade III, and Grade IV. Jason Schmidt Grade II

ES. Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? **Yes** No

Part VIII: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

ET. Have you implemented a written preventative maintenance program for your treatment system? **Yes** No

EU. Have you updated the treatment system operations and maintenance manual within the past 5 years? Yes **No**

EV. Please identify (below) the types of treatment equipment and processes installed at your facility.

Indicate as many as you need.

- Screens
- Grit Removal
- Primary Clarifier
- Imhoff Tanks
- Fixed Film Reactor
- Activated Sludge
- Aerobic Suspended Growth Variations
- Anaerobic Suspended Growth Variations
- Physical-Chemical Systems for Organic Removal w/o Secondary Treatment
- Physical-Chemical Systems for Organic Removal Following Secondary Treatment
- Membrane Filtration
- Suspended-Growth Nitrification and Denitrification
- Air Stripping
- Phosphorus Removal - Chemical

× **Phosphorus Removal - Biological**

- Ion Exchange
- Reverse Osmosis
- Media Filtration
- Dissolved Air Flotation
- Micro Screens
- Chlorine Disinfection

× **UV Disinfection**

× **Effluent Use/Reuse**

EW. To the best of my knowledge, the Mechanical Plant section is completed and accurate. **True**
False

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Discharging Lagoon – N/A

EX. This form is completed by [name]? The person completing this form may receive Continuing Education Units (CEUs). _____

Part I: Influent Information - Please answer the following questions regarding INFLUENT into your lagoon.

EY. What is the design basis or rated capacity for average daily flow in MGD? _____

EZ. What is the design basis or rated capacity for average daily BOD loading in lb/day?

FA. What is the design basis or rated capacity for average daily TSS loading in lb/day?

FB. What was the 2023 average daily flow in MGD? _____

FC. What was the 2023 average daily loading for BOD in lb/day? _____

FD. What was the 2023 average daily loading for TSS in lb/day? _____

FE. What is the percent of capacity used by the 2023 average daily flow? _____

FF. What is the percent of capacity used by the 2023 average daily BOD load? _____

FG. What is the percent of capacity used by the 2023 average daily TSS? _____

Part II: EFFLUENT INFORMATION. - Please answer the following questions regarding EFFLUENT.

HQ. To the best of my knowledge I certify the non-discharging lagoon portion of the MWPP survey to be correct and accurate. True False

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Adopt & Sign

HR. I have reviewed this report and to the best of my knowledge the information provided in this report is correct. True False

HS. Has this been adopted by the City Council or District Board? Yes No

"If No"

HT. What date will it be presented to the City Council or District Board? April 11, 2024

"If Yes"

HU. What date was this adopted by City Council or District Board? April 11, 2024

(At this point you can choose to have a copy of your responses sent to you in a report, if you turn it on before you submit.)

THE END



Notice of Change in Sales Tax Rate

County Box Elder	City, town or entity Willard City	
Contact name Susan K Obray	Email address willardcity@comcast.net	Phone 435-734-9881
Tax type Sales Tax 2213 (Change 2 of 3)	New tax rate 6.35	Effective date (see instructions) 4/1/2024

Statutory authority for this tax (Utah Code title, chapter, section and subsection, if applicable)
59-12-2213

- This change is a(n):
- New tax
 - Repeal of an existing tax
 - Increase of an existing tax rate
 - Decrease of an existing tax rate
 - Annexation resulting in the enactment or repeal of tax in the annexed area

Instructions

A locality must file this form with the Tax Commission whenever it enacts, repeals, increases or decreases a sales and use tax rate, or when land annexation will result in a tax rate change for existing businesses.

In the case of an annexation, include a list of existing businesses annexed into the locality. Include a copy of the ordinance, if available.

Effective date

Tax rate changes are effective the first day of a calendar quarter. The Tax Commission must receive this form, filled out completely, **at least 90 days before** an effective date.

<u>Effective date</u>	<u>Notice must be received by</u>
January 1	October 1 (of the previous year)
April 1	January 1
July 1	April 1
October 1	July 1

Submitting the Form

Email this form (and a list of affected business, if annexation) to: **salestaxdist@utah.gov**



Notice of Change in Sales Tax Rate

County Box Elder	City, town or entity Perry City	
Contact name Shanna Johnson	Email address shanna.johnson@perrycity.org	Phone 435-723-6461
Tax type 2214 Sales Tax (Change Form 1 of 3)	New tax rate 6.65	Effective date (see instructions) 04/01/2024
Statutory authority for this tax (Utah Code title, chapter, section and subsection, if applicable) 59-12-2214		

- This change is a(n):
- New tax
 - Repeal of an existing tax
 - Increase of an existing tax rate
 - Decrease of an existing tax rate
 - Annexation resulting in the enactment or repeal of tax in the annexed area

Instructions

A locality must file this form with the Tax Commission whenever it enacts, repeals, increases or decreases a sales and use tax rate, or when land annexation will result in a tax rate change for existing businesses.

In the case of an annexation, include a list of existing businesses annexed into the locality. Include a copy of the ordinance, if available.

Effective date

Tax rate changes are effective the first day of a calendar quarter. The Tax Commission must receive this form, filled out completely, **at least 90 days before** an effective date.

<u>Effective date</u>	<u>Notice must be received by</u>
January 1	October 1 (of the previous year)
April 1	January 1
July 1	April 1
October 1	July 1

Submitting the Form

Email this form (and a list of affected business, if annexation) to: **salestaxdist@utah.gov**



Notice of Change in Sales Tax Rate

County Box Elder	City, town or entity Willard City	
Contact name Susan K Obray	Email address willardcity@comcast.net	Phone 435-734-9881
Tax type Sales Tax 2215 (Change 3 of 3 final)	New tax rate 6.65	Effective date (see instructions) 4/1/2024
Statutory authority for this tax (Utah Code title, chapter, section and subsection, if applicable) 59-12-2215		

- This change is a(n): New tax
- Repeal of an existing tax
 - Increase of an existing tax rate
 - Decrease of an existing tax rate
 - Annexation resulting in the enactment or repeal of tax in the annexed area

Instructions

A locality must file this form with the Tax Commission whenever it enacts, repeals, increases or decreases a sales and use tax rate, or when land annexation will result in a tax rate change for existing businesses.

In the case of an annexation, include a list of existing businesses annexed into the locality. Include a copy of the ordinance, if available.

Effective date

Tax rate changes are effective the first day of a calendar quarter. The Tax Commission must receive this form, filled out completely, **at least 90 days before** an effective date.

<u>Effective date</u>	<u>Notice must be received by</u>
January 1	October 1 (of the previous year)
April 1	January 1
July 1	April 1
October 1	July 1

Submitting the Form

Email this form (and a list of affected business, if annexation) to: **salestaxdist@utah.gov**

**WILLARD CITY
ORDINANCE 2024-03**

**AN ORDINANCE OF WILARD CITY, UTAH, REPEALING THE LOCAL
OPTION SALES AND USE TAX FUNDING PUBLIC TRANSPORTATION
THAT MAY BE IMPOSED UNDER UTAH CODE §59-12-2213.**

WHEREAS, Willard City (hereafter “City”) is municipal corporation duly organized and existing under the laws of the state of Utah;

WHEREAS, the Utah State Legislature previously adopted Utah Code §59-12-1001, which was transitioned under Utah Code §59-12-2212.1;

WHEREAS, The Utah State Tax Commission is presumptively collecting a sales and use tax in accordance with the Utah Code §59-12-2213, and the City desires to repeal the same;

WHEREAS, the City Council has the power to establish and repeal a sales tax on retail sales for the purpose of funding public transportation and transit;

WHEREAS, the City previously adopted Ordinance 2007-B(rev) and may have adopted additional Ordinances and possible agreements, to impose, pursuant to Utah Code §59-12-1001, a sales and use tax upon retail sales of 0.30% to finance public transportation for the City and now desires to repeal the same,

WHEREAS, notwithstanding Utah Code §59-12-2208, the City’s Legislative Body is not required to submit this repeal to the City’s registered voters;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Willard City, Utah, as follows:

Section 1. Repeal. Ordinance 2007-B (rev) hereby repealed in its entirety along with any other Ordinance that conflicts with this Section. The local option sales and use tax adopted by the City to fund public transportation in accordance with Utah Code § 59-12-1001 and presumed to be currently imposed under Utah Code §59-12-2213 is hereby repealed in its entirety.

Section 2. Agreement. Any interlocal agreement or similar agreement related to the local option sales and use tax to fund public transit in accordance with Utah Code §59-12-2213 is hereby repealed and terminated in accordance with the terms of said agreement that may exist.

Section 3. Effect. The City Recorder is authorized and directed to provide this Ordinance to the Utah State Tax Commission and comply with any other notice, documents, or related requirements to effectuate this repeal.

Section 4. Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific

application of this Ordinance, shall be severed from the remainder, which remainder shall continue in full force and effect.

Section 5. Effective Date.

This Ordinance is effective immediately upon passage and approval or in accordance with the applicable State Law.

PASSED AND APPROVED by the Willard City Council this _____ day of _____, 2024.

Willard City Mayor

Voting:

Bodily	Yes	___	Nay	___
Mund	Yes	___	Nay	___
Braegger	Yes	___	Nay	___
Christensen	Yes	___	Nay	___
Hulsey	Yes	___	Nay	___

ATTEST:

City Recorder

Ordinance No. 2007 B (Rev)

**ORDINANCE INCREASING THE HIGHWAY AND PUBLIC
TRANSPORTATION SYSTEM SALES TAX WITHIN THE CITY OF WILLARD
CITY, UT, FROM ONE-QUARTER OF ONE PERCENT (.25%) TO THREE
TENTHS OF ONE PERCENT (.30%).**

WHEREAS, the City Council has the power to establish a sales tax on retail sales for the purposes of funding a highway and public transportation system pursuant to UCA Section 59-12-1001 or a public transportation system tax under section 59-12-501; and

WHEREAS, Willard City enacted a municipal highway or transit sales tax of 0.25% in 1996; and

WHEREAS, during the 2007 General Legislative Session the Utah State Legislature altered the State Tax Code to remove unprepared foods from the sales tax base of the transit sales tax; and

WHEREAS, the State Legislature anticipated that the removal of unprepared food from the sales tax base would negatively affect sales tax collections by municipalities which have imposed the transit sales tax; and

WHEREAS, the State of Utah provided for cities to increase the transit sales tax to 0.30% pursuant to UCA Section 59-12-1001 or up to 0.30% pursuant to UCA 59-12-501 with the intent to reclaim a portion of said forfeited tax collections, and

WHEREAS, a city may increase the tax rate under Section 59-12-1001 to 0.30% or the tax rate under Section 59-12-501 to up to 0.30 % on or after January 1, 2008, without being subject to the voter approval requirements enumerated in State Code,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Willard that:

SECTION 1. REPEALER: The current ordinance levying a one-quarter of one percent sales tax imposed under Section 59-12-1001 or Section 59-12-501 hereby is repealed.

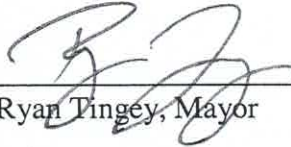
SECTION 2. ESTABLISHMENT OF A 0.30% HIGHWAY AND PUBLIC TRANSPORTATION SYSTEM SALES TAX: In addition to any other tax authorized by the laws of the State of Utah and/or of this municipality, there hereby is established, approved, and levied a sales and use tax upon the retail sales, as defined and included in UCA Subsection 59-12-103(1) and as restricted in UCA Subsection 59-12-501 (1)(a)(ii) or 59-12-1001 (1) (b), as amended, of three tenths of one percent (0.30%),

the same to be used in connection with the financing of a public transportation for the city of Willard City.

SECTION 3. EFFECTIVE DATE. This Ordinance shall become effective on January 1, 2008.

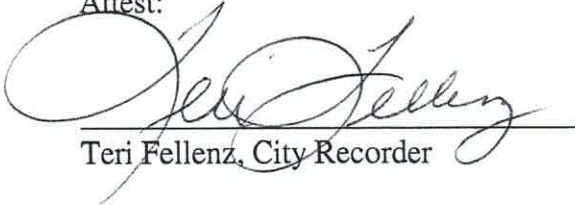
PASSED AND ADOPTED this 10th day of December [MONTH], 2007

Willard City Corporation



Ryan Tingey, Mayor

Attest:



Teri Fellenz, City Recorder

Approved as to form:

City Attorney

**WILLARD CITY
ORDINANCE 2024-04**

**AN ORDINANCE OF WILARD CITY, UTAH, REPEALING THE LOCAL
OPTION SALES AND USE TAX UNDER UTAH CODE §59-12-2214.**

WHEREAS, Willard City (hereafter “City”) is municipal corporation duly organized and existing under the laws of the state of Utah;

WHEREAS, the Utah State Legislature previously adopted Utah Code §59-12-502, which was transitioned under Utah Code §59-12-2212.1;

WHEREAS, the City previously adopted Ordinance 2008-A along with an accompanying Interlocal Agreement between the City and the Utah Transit Authority, and may have adopted additional Ordinance and possible agreements to impose a local option sales and use tax to fund public transit in accordance with Utah Code §59-12-2214;

WHEREAS, at the 2023 General Election the registered voters in the City approved a ballot proposition to repeal the local option sales and use tax to fund public transit under Utah Code §59-12-2214, in accordance with Utah Code §59-12-2208;

WHEREAS, the City desires to effect the will of the voters by this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Willard City, Utah, as follows:

Section 1. Repeal. Ordinance 2008-A and its accompanying Interlocal Cooperation Agreement, are hereby repealed in its entirety along with any other Ordinance that conflicts with this Section. The local option sales and use tax adopted by the City to fund public transportation in accordance with Utah Code § 59-12-2214 is hereby repealed in its entirety. The Interlocal Cooperation Agreement with the Utah Transit Authority is hereby terminated to effectuate this repeal.

Section 2. Effect. The City Recorder is authorized and directed to provide this Ordinance to the Utah State Tax Commission and comply with any other notice, documents, or related requirements to effectuate this repeal.

Section 3. Severability. If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which remainder shall continue in full force and effect.

Section 4. Effective Date.

This Ordinance is effective immediately upon passage and approval or in accordance with the applicable State Law.

PASSED AND APPROVED by the Willard City Council this _____ day of _____, 2024.

Willard City Mayor

Voting:

Bodily	Yes	____	Nay	____
Mund	Yes	____	Nay	____
Braegger	Yes	____	Nay	____
Christensen	Yes	____	Nay	____
Hulsey	Yes	____	Nay	____

ATTEST:

City Recorder

Ordinance No. 2008-A

**ORDINANCE ADOPTING AN ADDITIONAL
ONE-QUARTER OF ONE PERCENT (.25%)
MASS TRANSIT SALES AND USE TAX
WITHIN THE CITY OF WILLARD, UTAH**

WHEREAS, pursuant to UCA Section 59-12-502, the Utah Legislature provided for cities to adopt an additional one-quarter of one percent (.25%) sales and use tax for mass transit; and

WHEREAS, on or about November 6, 2007, in a general election within the City of Willard, Utah, the voters of Willard City approved by resolution a public transit sales tax of 0.25% pursuant to UCA Section 59-12-502;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Willard that:

SECTION 1. Establishment of a 0.25% transit sales tax. Pursuant to UCA Section 59-12-502, and in addition to the other sales and use taxes authorized by the laws of the State of Utah and/or this municipality, there hereby is established, approved, and levied a sales and use tax upon the retail sales, as defined and included in UCA Subsection 59-12-103(1), subject to the exemptions provided for in Section 59-12-104 and the exemption from tax for amounts paid for food and food ingredients, of .25%, the same to be used as provided by law.

SECTION 2. Effective Date. This Ordinance shall become effective as of April 1, 2008.

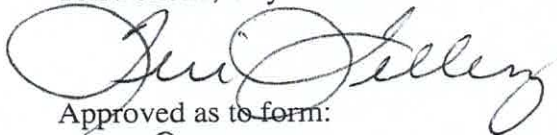
PASSED AND ADOPTED this 7th day of April, 2008.

WILLARD CITY CORPORATION


Ryan Tingey, Mayor

Attest:

Teri Fellenz, City Recorder


Approved as to form:


City Attorney

I, Jeri Fellenz, being first duly sworn upon oath, deposes and says that she is the City Recorder of Willard City, Box Elder County, State of Utah; that on the 8 day of April, 2008, she posted a full, true and correct copy of the foregoing Ordinance No. 2008-1 at the following places:

- (1) Willard City Hall
80 West 50 South
Willard, Utah
- (2) Willard Post Office
196 S Main
Willard, Utah
Ross Barber Shop
- (3) 39 S Main
Willard, Utah

WITNESS the hand and seal of the City Recorder of Willard City, Box Elder County, State of Utah, on this the 8 day of April, 2008



Jeri Fellenz
City Recorder

Willard City Corporation

80 West 50 South
Box 593



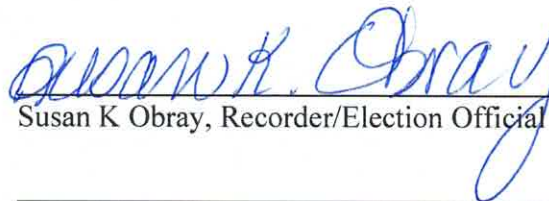
Willard, Utah 84340
(435)734-9881

CERTIFICATION

The undersigned, duly elected officials of Willard City, meeting as the Board of Canvassers for Willard City, Utah, hereby certify that the attached tabulation is declared to be the **OFFICIAL RESULTS** of the General Municipal Election held in Willard City, Box Elder County, Utah on November 21, 2023, as determined by an Official Canvass conducted by Susan K Obray, Willard City Recorder - Election Official, in a meeting duly called, pursuant to Utah Code 20A-4-304 for that purpose on December 5, 2023, at 6:00 p.m.

Dated this 5th day of December 2023




Susan K Obray, Recorder/Election Official

Travis Mote- Mayor

2023 MUNICIPAL GENERAL ELECTION

WILLARD


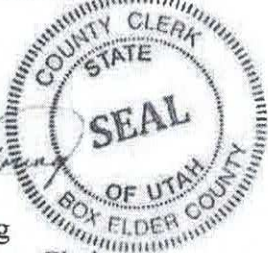
Total registered voters:	1280
Total ballots cast:	658
Total percentage voted:	51.41
Ballots counted on election night:	593
Percentage counted on election night:	46.33
Ballots received after November 21 which were timely postmarked and counted:	2
Ballots postmarked after November 21 and not counted:	0

There were 2 voted provisional ballots counted. (Provisional Ballot Report follows)

After counting the valid ballots and provisional ballots, the percentage of ballots counted was 46.33 percent.

PROVISIONAL BALLOT REPORT

Provisional ballots counted: 2



Marla R. Young
Box Elder County Clerk

Willard City Council

Vote For 3

	TOTAL
JORDAN DAVIS HULSEY	360
REX TOM CHRISTENSEN	374
JACOB BODILY	288
KENNETH BRAEGGER	249
CHAD BRAEGGER	288
JOHN R. SEAMONS	257
Total Votes Cast	1,816
Overvotes	0
Undervotes	158
Contest Totals	1,974

Proposition 1 Perry City

Vote For 1

	TOTAL
YES	908
NO	157
Total Votes Cast	1,065
Overvotes	0
Undervotes	12
Contest Totals	1,077

Proposition 1 Brigham City

Vote For 1

	TOTAL
YES	2,543
NO	917
Total Votes Cast	3,460
Overvotes	1
Undervotes	54
Contest Totals	3,515

Proposition 3 Brigham City

Vote For 1

	TOTAL
YES	1,149
NO	2,342
Total Votes Cast	3,491
Overvotes	3
Undervotes	21
Contest Totals	3,515

Proposition 1 Willard City

Vote For 1

TOTAL

YES	470
NO	161
Total Votes Cast	631
Overvotes	0
Undervotes	27
Contest Totals	658

WLD1

Statistics	TOTAL
Registered Voters - Total	689
Ballots Cast - Total	396
Ballots Cast - Blank	0
Voter Turnout - Total	57.47%

Willard City Council

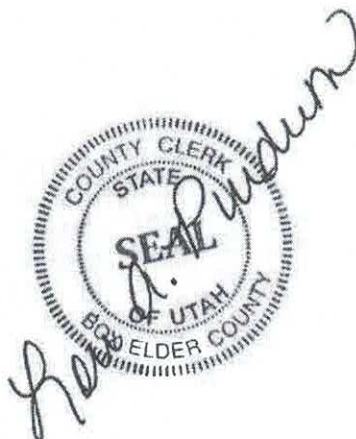
Vote For 3

	TOTAL
JORDAN DAVIS HULSEY	236
REX TOM CHRISTENSEN	243
JACOB BODILY	140
KENNETH BRAEGGER	147
CHAD BRAEGGER	202
JOHN R. SEAMONS	136
Overvotes	0
Undervotes	84
Contest Totals	1,188

Proposition 1 Willard City

Vote For 1

	TOTAL
YES	293
NO	87
Overvotes	0
Undervotes	16
Contest Totals	396



Summary Results Report
General Election
November 21, 2023

OFFICIAL RESULTS
Precinct Level Results
Box Elder County, Utah

WLD2

Statistics	TOTAL
Registered Voters - Total	591
Ballots Cast - Total	262
Ballots Cast - Blank	0
Voter Turnout - Total	44.33%

Willard City Council

Vote For 3

	TOTAL
JORDAN DAVIS HULSEY	124
REX TOM CHRISTENSEN	131
JACOB BODILY	148
KENNETH BRAEGGER	102
CHAD BRAEGGER	86
JOHN R. SEAMONS	121
Overvotes	0
Undervotes	74
Contest Totals	786

Proposition 1 Willard City

Vote For 1

	TOTAL
YES	177
NO	74
Overvotes	0
Undervotes	11
Contest Totals	262

Summary Results Report
Municipal General Election
November 21, 2023

UNOFFICIAL RESULTS
Willard
Election Night

Statistics

TOTAL

Election Day Precincts Reporting	2 of 2
Precincts Complete	0 of 2
Precincts Partially Reported	2 of 2
Absentee/ Early Precincts Reporting	2 of 2
Registered Voters - Total	1,280
Ballots Cast - Total	593
Ballots Cast - Blank	0
Voter Turnout - Total	46.33%

Willard City Council

Vote For 3

TOTAL

JORDAN DAVIS HULSEY	316
REX TOM CHRISTENSEN	332
JACOB BODILY	261
KENNETH BRAEGGER	228
CHAD BRAEGGER	259
JOHN R. SEAMONS	238
Overvotes	0
Undervotes	145
Contest Totals	1,779

Proposition 1 Willard City

Vote For 1

TOTAL

YES	430
NO	137
Overvotes	0
Undervotes	26
Contest Totals	593



Summary Results Report
Municipal General Election
November 21, 2023

UNOFFICIAL RESULTS
Willard
Zero Report

Statistics

TOTAL

Election Day Precincts Reporting	0 of 2
Precincts Complete	0 of 2
Precincts Partially Reported	0 of 2
Absentee/ Early Precincts Reporting	0 of 2
Registered Voters - Total	1,280
Ballots Cast - Total	0
Ballots Cast - Blank	0
Voter Turnout - Total	0.00%

Willard City Council

Vote For 3

TOTAL

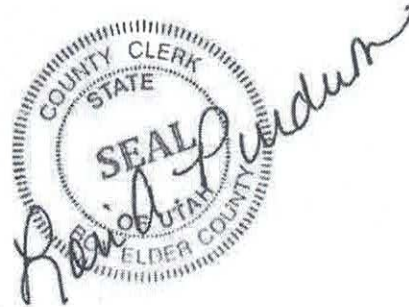
JORDAN DAVIS HULSEY	0
REX TOM CHRISTENSEN	0
JACOB BODILY	0
KENNETH BRAEGGER	0
CHAD BRAEGGER	0
JOHN R. SEAMONS	0
Overvotes	0
Undervotes	0
Contest Totals	0

Proposition 1 Willard City

Vote For 1

TOTAL

YES	0
NO	0
Overvotes	0
Undervotes	0
Contest Totals	0



Summary Results Report
Municipal General Election
November 21, 2023

OFFICIAL RESULTS
Willard
December 5, 2023

Statistics	TOTAL
Election Day Precincts Reporting	2 of 2
Precincts Complete	0 of 2
Precincts Partially Reported	2 of 2
Absentee/ Early Precincts Reporting	2 of 2
Registered Voters - Total	1,280
Ballots Cast - Total	658
Ballots Cast - Blank	0
Voter Turnout - Total	51.41%

Willard City Council

Vote For 3	TOTAL
JORDAN DAVIS HULSEY	360
REX TOM CHRISTENSEN	374
JACOB BODILY	288
KENNETH BRAEGGER	249
CHAD BRAEGGER	288
JOHN R. SEAMONS	257
Overvotes	0
Undervotes	158
Contest Totals	1,974

Proposition 1 Willard City

Vote For 1	TOTAL
YES	470
NO	161
Overvotes	0
Undervotes	27
Contest Totals	658



**WILLARD CITY
ORDINANCE 2024-05**

**AN ORDINANCE OF WILARD CITY, UTAH, ADOPTING THE LOCAL
OPTION SALES AND USE TAX TO FUND TRANSPORTATION IN----
ACCORDANCE WITH UTAH CODE §59-12-2215; SEVERABILITY; AND
EFFECTIVE DATE.**

WHEREAS, Willard City (hereafter “City”) is municipal corporation duly organized and existing under the laws of the state of Utah;

WHEREAS, the Utah State Legislature previously adopted Utah Code §59-12-2215, and, in accordance with the same, the City desires to impose an “option sales and use tax” to add a .30% tax to transactions described in Utah Code §59-12-2215 as provided by law;

WHEREAS, The City shall expend the sales and use tax collected under this Ordinance as described in Utah Code §59-12-2215,

WHEREAS, notwithstanding Utah Code §59-12-2008, the City’s Legislative Body is not required to submit an opinion question to the City’s registered voters in order to impose the sales and use tax adopted in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Willard City, Utah, as follows:

Section 2. Severability. If a court of competent jurisdiction determines that any portion of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which remainder shall continue in full force and effect.

Section 3. Effective Date.
This Ordinance is effective immediately upon passage and approval or in accordance with the applicable State Law.

PASSED AND APPROVED by the Willard City Council this _____ day of _____, 2024.

Willard City Mayor

Voting:

Bodily	Yes	___	Nay	___
Mund	Yes	___	Nay	___
Braegger	Yes	___	Nay	___
Christensen	Yes	___	Nay	___
Hulsey	Yes	___	Nay	___

ATTEST:

City Recorder

Willard City Council Meeting
March 14, 2024
Willard City Council Chambers

The City Council of Willard City met on March 14, 2024, at 6:30 pm in the Council Chambers of the Willard City offices, located at 80 W 50 S, Willard UT 84340.

Council Present: Travis Mote, Mayor
Mike Braegger, Council Member
Rod Mund, Council Member
Jacob Bodily, Council Member
Jordan Hulseley, Council Member
Rex Christensen, Council Member

Excused:

Staff Present: Colt Mund, City Attorney
Jeremy Kimpton, City Manager
Bryce Wheelwright, City Planner
Susan K. Obray, City Recorder

Others present: Diana Baker
Larry Holmes
Fred Ward
Ken & Ruth Ormond
Rew Wiley
Chad Braegger
Lynn & Mark Murphy
Chelsea Davis
Bob Davis
Doug & Mary Younger

1. Call to Order

- a. Mayor Travis Mote called the meeting to order at 6:30 pm.
- b. Invocation offered by Council Member Christensen.
- c. Pledge of Allegiance led by Council Member Mund.
- d. Conflict of Interest Declaration.
 - i. None.

2. Open Comment Period

Fred Ward, 235 S Main, Willard

"In the January 25, 2024, Council Meeting, you were presented with some requests from the Willard Canyon Access Coalition. Their mission is threefold: They want the fence taken down, they want the trail and trailhead improved, and they want a recorded easement for access to the canyon. They hope

to achieve this by collaborating with the city and those with property rights on the land of issue.

This statement leads me to believe that the coalition thinks the city are landowners in this issue.

My response to that is on the Box Elder County website, it indicates that the city owns none of the land in the canyon the coalition is talking about. In my view, the coalition is talking to the wrong people. The city should not have any involvement with this issue. The coalition also mentioned they are "reviewing which proposals they would like to put in front of the city, and they will engage with city officials to help them be clear on how you, the city, would like to see our proposals brought before you, the city." Once again, I would like to mention, this is not a city issue. As a taxpayer, I really don't expect the city to venture and spend the taxpayer's money on something the city has no responsibility for. This is an issue with the property owner.

My suggestion is the coalition should get with the property owners and stop this attempt to drag the city into picking sides and becoming the financial support for the coalition. Property owners have rights to protect and defend these rights. We as citizens, and all people, should honor and protect those rights too. In closing my statement to the Council is, I hope you take what I have to say seriously. As for my right to share my feelings, I hope that none of you have the same objective as the coalition. Thank you."

Mark Murphy, 180 W 100 S, Willard

"I would like to address the Council and the mayor and everyone else that's here regarding some comments which have recently been made. I am the co-chairman of the Willard Canyon Access Coalition, along with my wife. We are being supported by the International Outdoor Recreation Asset Alliance. We are working with them.

I'd like to clarify one thing, the reason that our coalition has brought so many in here recently to speak for access to the coalition's goals. That being, we know that the city holds the key to the property owned by the person in question, their land being mined. Without the city's cooperation, that's not going to happen. We are trying to get the city to move in that direction to pressure the property owner and help them to see that this is the way we need to go moving forward.

The second issue is the trails, which have been established up there for many many years. They are in fact a legal prescriptive easement. We are attempting right now to get the easement recorded by the county. We are coordinating with the county recorder and the county surveyor and the county sheriff to have this done. We do not want to litigate. However, we do have the resources to do so. That's the last thing we want to do.

We would like to talk with the owner of the property. He has not answered any of our attempts to speak with him. He refuses to speak with us. That's why we are doing what we are doing.

As eloquently stated, we have a threefold mission: all we want is to get that fence removed, to have the property easement and the trail recorded, and to have the trail improved and the damage that was done to the trail repaired. Thank you."

3. Planning Commission Report

Diana Baker gave the update. Ruth Beebe was sworn in as an alternate on the Planning Commission. There was discussion on the lot line adjustment for Marc Anderson's property on Tam's Road. It was passed. There was discussion on the rezone application from Marc Anderson as well. The rezone from A5 to R-½ was approved by the PC and moved up to the City Council.

There was a Conditional Use Permit reviewed for Matt Francom's welding business at 432 N Main. There was concern about it so they are drawing up more plans and will later present them to the PC.

There was a discussion about annexing South Willard and the Willard Annexation Police Declaration. The mayor has asked the PC to start doing a land use plan for South Willard if and when it is annexed in. An open-house was discussed and is being organized through the county. There was discussion about the public works and police department adjustments that may be necessary as well.

Jeremy Kimpton verified that the city ordinances have been posted online.

4. Presentations and New Business

a. Presentation by Family Support Center

This item will be removed from the agenda until a representative from the Family Support Center contacts the city recorder.

b. Approve Resolution 2024-02 declaring vehicles listed as surplus property and allow to be sold by the bidding process.

- i. 1995 GMC K3500 tractor/bus
- ii. 1999 International dump truck
- iii. 2001 International-Model 4900

There has been discussion about trading item 1 with a vendor for lights and installation on other fire department vehicles. It was discussed that this resolution needed to be amended to change item 1 to be traded as in-kind and the others to be listed for sale via bidding.

Motion: Council Member Mund motioned to approve Resolution 2024-02 with the amendment to list item 1 as being traded in-kind and the other two items being listed for sale via bidding. Council Member Bodily seconded the motion.

Roll Call Vote

Council Member Bodily: Yes

Council Member Mund: Yes

Council Member Braegger: Yes

Council Member Christensen: Yes

Council Member Hulseley: Yes

Motion carries.

- c. Resolution 2024-03 adopting the Willard City General Plan Update 2024.

The changes that were discussed in the previous meeting were briefly reviewed. The correct map has not been put into the plan at the time of this meeting.

Motion: Council Member Mund motioned to adopt Resolution 2024-03 contingent on having the correct map formatted into the document when it is ready. Council Member Braegger seconded the motion.

Roll Call Vote

Council Member Bodily: Yes

Council Member Mund: Yes

Council Member Braegger: Yes

Council Member Christensen: Yes

Council Member Hulsey: Yes

Motion carries.

- d. Discussion/Approval or denial of the petition for Annexation for Bob Davis. Approx 45 acres located at approx 7700 S 100 W (Parcel Nos. 01-041-0043 and 01-041-0044).

Bob Davis was present to answer questions. Bryce Wheelwright explained that Bob Davis has applied for his land to be annexed into Willard City to preserve some of the land for a park to honor his family. There will be a small subdivision and space for a potential retention pond. Bob Davis has agreed to do the maintenance on the land until it is incorporated into the city. He gave some more details about the plans for the land, including the park being preserved as a nature reserve.

There was discussion about Flood Control's interest in part of the land as well. More details will be worked out in the future. Bryce Wheelwright said he didn't see any potential issues with the application.

Motion: Council Member Mund motioned to approve the application. Council Member Hulsey seconded the motion. All in favor, none opposed. Motion carried.

- e. Discussion on vacating the sewer easement on properties east of 100 West.

There is an easement that cuts through several properties that needs to be vacated. A resolution needs to be created to move forward on this issue.

- f. Progress on amending subdivision Ordinance to include new water allocation.

Previous discussion has taken place regarding the Water Plan. The city engineers are working on putting together a new plan to present to the city manager and eventually the City Council.

5. Minutes & Information

- a. Approval of the January 25, 2024, City Council minutes.

Motion: Council Member Braegger motioned to approve the January 25, 2024 meeting minutes. Council Member Christensen seconded the motion. All in favor, none opposed.

- b. Approval of the February 8, 2024, City Council minutes.

To be approved at the next meeting.

6. Financial

- a. Warrants, Vouchers, Reports

7. Department Reports

- a. Public Works

The sewer pumping station has been resealed. The resealing came in \$500 under budget. There is a switch in the sewer plant that will be replaced by the end of the fiscal year.

The Mayor brought up that there have been complaints about stop signs in the Orchards subdivision. Temporary stop signs have been acquired and installed. Payden is working on the other stop signs on 200 W at 200 S and 100 N intersections. Council Member Braegger suggested adding this information to the newsletter to inform residents.

- b. Police Department

The council reviewed the January report provided by Chief Fielding. Todd Christensen has been updating the police officers' laptops and new body cams are going to be ordered.

- c. Fire Department

Council Member Mund said they are looking at purchasing the items listed below. As of this meeting, these items haven't been purchased. Van attended the budget meeting and requested these items. They have the money in the budget to purchase these items.

- i. Purchase of structure fire fighter boots
- ii. Jackets
- iii. Gift Cards

8. Council Member Reports

- a. Jacob Bodily

No comment

- b. Rod Mund

Council Member Mund offered to sing happy birthday to Officer Jordan Harper. Council Member Christensen offered to pay Council Member Mund to not sing.

Council Member Mund asked about the signs to be installed at the fishing pond. The signs have been ordered.

He also inquired about the Native American plaque. Mayor Mote said the plaque was redesigned and the new price was around \$4,000. He is waiting for a response from the Native American tribe to confirm the design.

c. Mike Braegger

Curtis Archibald has been in contact with Council Member Braegger. There is a large pile of debris on the property behind his home and he would like to see it cleaned up. Bryce reported that John Newhall and Scott Priest are aware of it. Gary Householder is also in the loop and they are working together on cleaning it up. Council Member Braegger said he will respond to Mr. Archibald.

d. Rex Christensen

Council Member Christensen asked for an update about finding the missing water meters. Jeremy said he is working on it and will have a resolution ready by the next City Council. Stacey Younger and Chad Braegger have volunteered to assist Public works in finding these 25 or so meters.

e. Jordan Hulsey

Council Member Hulsey has met with Chief Fielding and the principal at Willard Elementary. They have come up with a plan for an easier school pick-up and drop-off system. She mentioned a couple signs will be needed as well as painting some new lines on the road. The school is going to inform parents about the new system that will start next year.

Discussion took place about moving the blue truck that's been declared as surplus.

9. Next agenda items (March 14, 2024)

- a. Marc Anderson property
- b. Vacating sewer easement
- c. Subdivision ordinance review
- d. Water meter follow up

10. Mayor's General Correspondence and Information

11. City Manager's Report

There are some building improvements happening in the city office. IT improvements are also happening. The city ordinances have been put online. The phone system is also going to be updated in the next few months. Jeremy has also been reviewing the budget and is meeting with the City Treasurer to confirm budget details.

Bryce Wheelwright said Beehive Fiber Optics has approached him about installing fiber in the city. Mayor Mote said Connex has also said they are heading to Willard to install. Connex has a franchise agreement with Willard City. Mayor Mote asked that agreement be reviewed and presented to the Council.

12. Consideration of Motion to Enter a Closed Session (if necessary)

Motion: Council Member Braegger motioned to enter into a closed session to discuss litigation and personnel items. Council Member Christensen seconded the motion.

Roll Call Vote:

Council Member Bodily: Yes

Council Member Mund: Yes

Council Member Braegger: Yes

Council Member Christensen: Yes

Council Member Hulsey: Yes

13. Adjourn

DRAFT