

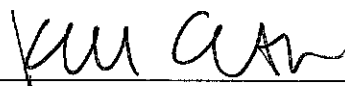
NOTICE AND AGENDA

Notice is hereby given that the Planning Commission of Millville City will hold a special meeting scheduled for Thursday, **July 20, 2023**, at the Millville City Offices, 510 East 300 South in Millville, Utah, which meeting shall begin promptly at **8:00 p.m.**

1. Call to Order / Roll Call
2. Opening Remarks / Pledge of Allegiance
3. Approval of agenda
4. Approval of minutes from July 6, 2023
5. Agenda Items
 - A. Zoning Clearance- Single Family Home- Chantil & Ulisese Ianu- 286 S 100 W, Millville UT
 - B. Zoning Clearance- Accessory Building- Tracy Mikesell- 145 N 300 E, Millville UT
 - C. Other
6. City Council Minutes- June 8, 2023 and July 13, 2023
7. Agenda items for next meeting
8. Calendaring for future Planning Commission Meeting- Thursday, August 3, 2023, at 8pm.
9. Adjournment

In compliance with the American with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Kara Everton at (480) 528-1467 at least three days prior to the meeting.

This agenda was posted on/before July 19, 2023 to the City posting locations, the City Website and the Utah Public Meeting Notices Website.



Kara Everton, Secretary
Millville City Planning Commission

MILLVILLE PLANNING COMMISSION MEETING
City Hall - 510 East 300 South - Millville, Utah
July 6, 2023

PRESENT: Garrett Greenhalgh, Bonnie Farmer, Lynette Dickey, Larry Lewis, Matt Anderson, Darcy Ripplinger, Tara Hobbs, Kara Everton, Pam June, Corey Twedt

Call to Order/Roll Call:

Commissioner Greenhalgh opened the meeting for July 6, 2023, at 8:00 pm. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) were present. Commissioner Thompson is absent. Development Coordinator Kara Everton was present and took the minutes.

Opening Remarks/Pledge of Allegiance

Commissioner Greenhalgh led all present in the Pledge of Allegiance.

Approval of Agenda

The agenda for the Planning Commission Meeting was reviewed. **Commissioner Anderson moved to approve the agenda for July 6, 2023.** Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

Approval of the Minutes of the Previous Meeting

The Planning Commission reviewed the minutes for the Planning Commission Meeting for June 22, 2023. **Commissioner Anderson moved to approve the minutes.** Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

5.A. Swearing in of Commissioner Matthew Anderson- Recorder Twedt

Matthew Anderson was sworn into an oath of office.

Commissioner Farmer moved to skip ahead to item 5.C. to allow more time before the public hearing begins. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

5.C. Zoning Clearance- Pool- Lakeview Pools & Spas for Rebecca Hedelius Residence- 41 N 550 E, Millville

The current law calls for a fence or a pool cover. They have an automatic pool cover. There is a 2' setback, but the concrete also acts as part of the setback. There is no slope on their property. The commission wanted to make a note to the owner to get a business license if the pool is ever used for a business to come in to get a business license.

Commissioner Ripplinger moved to approve the Zoning Clearance for a Pool built by Lakeview Pools according to the site plan that is attached to the clearance. Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

Commissioner Farmer moved to go back to item 5.B. Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

5.B. PUBLIC HEARING – Zone Change for Parcel 03-037-0062 from AG to Open Space

Commissioner Farmer motioned to go into the public hearing. Commissioner Anderson seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

Public Hearing began at 8:12 P.M.

PRESENT: Garrett Greenhalgh, Bonnie Farmer, Lynette Dickey, Larry Lewis, Darcy Ripplinger, Matt Anderson, Tara Hobbs, Kara Everton, Corey Twedt, Pam June

Public Comment Period: No Public Comment

The commission agrees that this has been a great addition to the park. Recorder Corey Twedt mentioned that some other cities have included the intent of the zone change to be included in the annexation and wanted the commissions opinion on that. Commissioner Greenhalgh stated that knowing the intent of the zone would be more transparent and is in favor of this. Commissioner Ripplinger expressed her concern in combining the process and inquired if the public would still have enough notice to give their input. Recorder Twedt stated that he would like to see the intent specified at the beginning rather than waiting until the property is already annexed into the city. Commissioner Ripplinger stated that she likes the slower pace of the development currently in having these separate steps. She asked for further clarification. Commissioner Greenhalgh stated that, as a resident, he would have more interest in giving his input on an annexation before its annexed based on what the intent is. The commission all agreed.

Commissioner Ripplinger motioned to close into the public hearing. Commissioner Dickey seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

There was no further discussion.

Commissioner Ripplinger motioned to recommend the Zone Change to City Council.

Commissioner Lewis seconded. Commissioners Garrett Greenhalgh, Lynette Dickey, Bonnie Farmer, Larry Lewis, Darcy Ripplinger (Alt) and Matthew Anderson (Alt.) voted in favor. Commissioner Thompson is absent.

5.D. Other

- Development Coordinator Everton wanted the input of the Commission regarding a subdivision on the corner of 550 E and 300 S. These two streets are designated as Future Arterial and Collector Roads in the Transportation Plan. This will require the roads to be widened and land must be dedicated during this subdivision process. This subdivision was classified as a minor subdivision due to the size. When a dedication of the road is required, it will change it from a minor subdivision to a major subdivision. Standard roads are 66' wide however, there are some that require a 99' width. Further research will be done to determine which width is necessary.

- Commissioner Dickey has had some residents ask if there are certain companies coming in to connect the laterals to the sewer line. Recorder Twedt commented that this is the owners responsibility to do this. They do have a list of companies who do this work that can be made available. Those who qualified for the low-income grant will have more information coming soon. Commissioner Anderson asked if the residents whose homes require a pump know that they will need this. Recorder Twedt said that the engineers have a list of homes that will require this, and it will be made available soon.

- Commissioner Farmer inquired about the garbage service. Recorder Twedt said that Waste Management is taking over our contract. They will do garbage and recycle, and they can do Green Waste but everyone would have to do green waste. Waste Management is coming to City council meeting next week and he encourages anyone who has questions to come to be informed.

6. City Council Report – No Report

7. Agenda Items/Notes for Next Meeting

8. Calendaring of future Planning Commission Meeting

- July 20, 2023, at 8:00 pm.

9. Adjournment

Chairman Greenhalgh moved to adjourn the meeting at approximately 9:00 p.m.

DRAFT



MILLVILLE CITY

ZONING CLEARANCE FOR BUILDING PERMIT

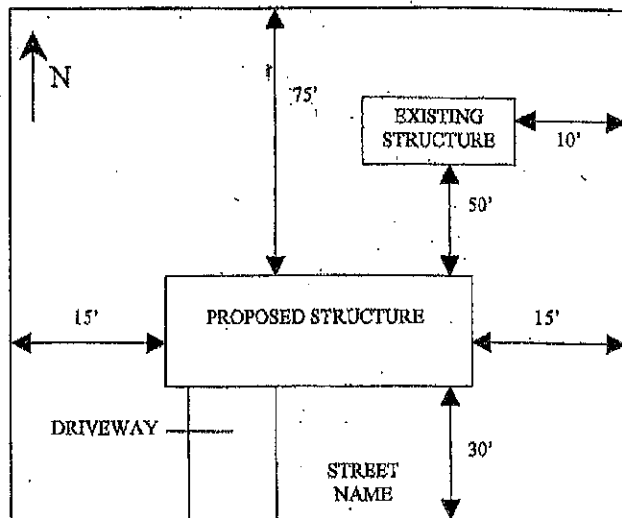
THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

APPLICATION INFORMATION

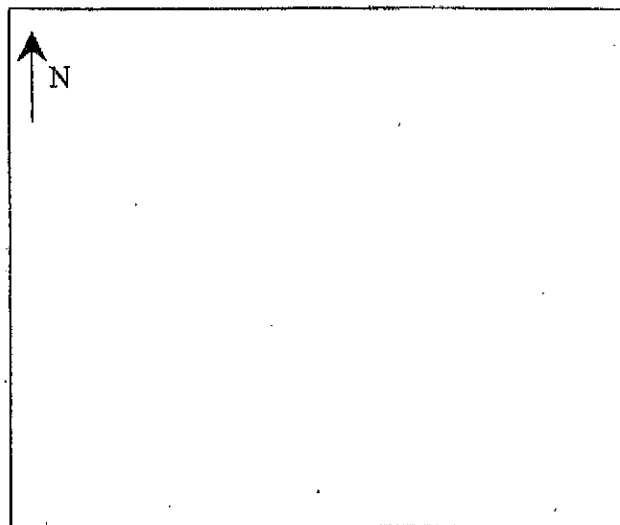
1. Chantil lanu & Ulisese lanu
APPLICANT'S NAME
2. 811 E 100 N, Apt 1
MAILING ADDRESS
- Logan UT 84321
CITY STATE ZIP CODE
3. 801-389-7025 4.
HOME TELEPHONE BUSINESS TELEPHONE
5.
OWNER'S NAME (if different from applicant)
6. Single Family Home
TYPE OF STRUCTURE
7. 3315 8. Res
SQUARE FOOTAGE ZONE
9. Jessops Old Farm - Lot # 2
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. Tax Serial No. 03-032-0034
TAX IDENTIFICATION NUMBER
11. 286 S 100 W, Millville, UT 84321
ADDRESS OF CONSTRUCTION
12. 0.33 or 14,011 Sq Ft 13.
LOT SIZE LOT ELEVATION
14. SEWER ☒ SEPTIC TANK ☒ N/A ☐
(choose one)
15. CITY WATER ☒ PRIVATE WELL ☐ N/A ☐
(choose one)
16. ELECTRICITY ☒ GAS ☐ OTHER UTILITY ☐
(specify in remarks)
17.
REMARKS

8. SAMPLE PLOT PLAN

(numbers do not represent required setbacks)



PLOT PLAN

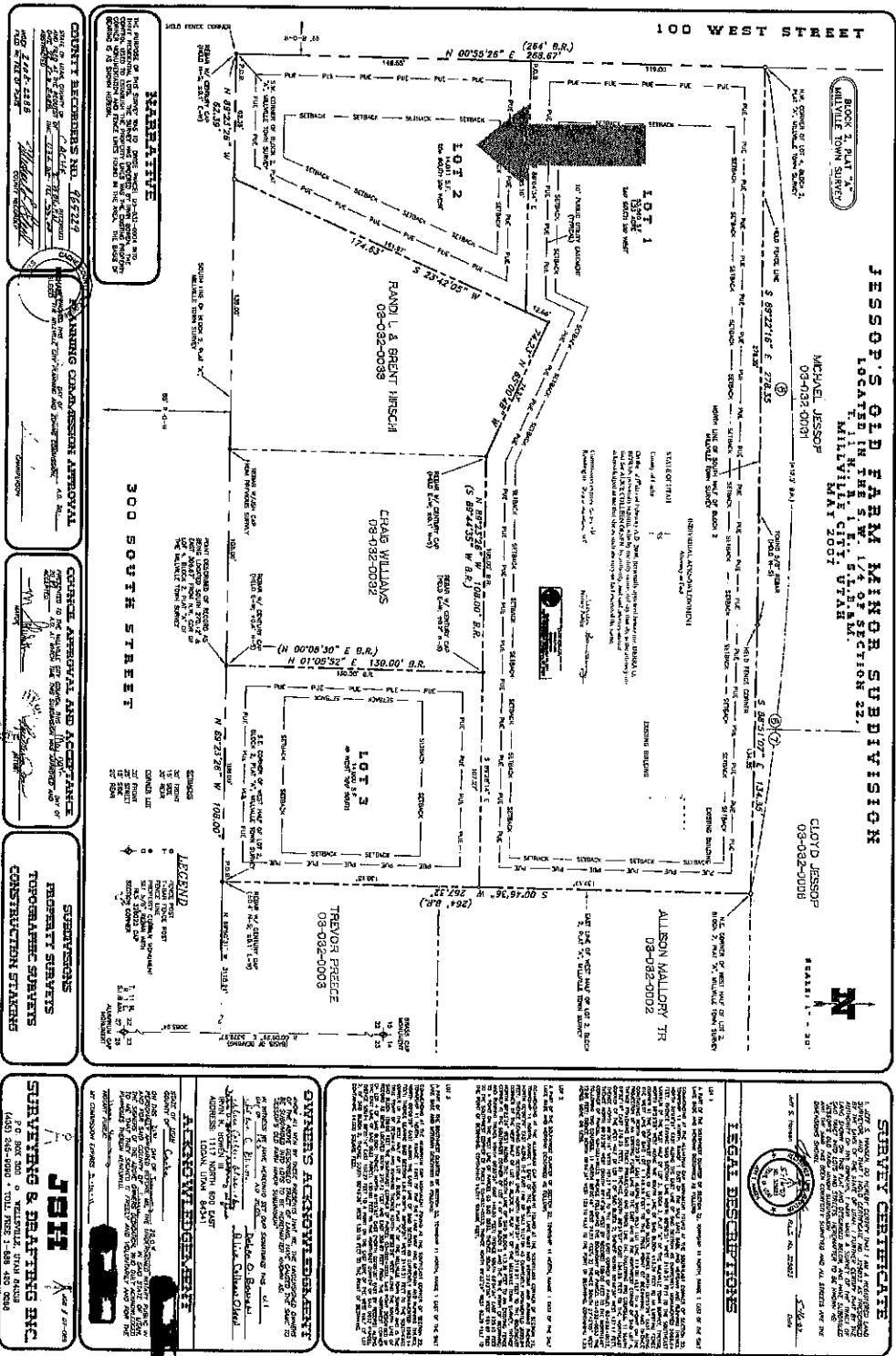


APPROVED - PLANNING AND ZONING _____ DATE _____ FEES PAID - TREASURER _____ DATE _____

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)



Plat Maps for Parcel 03-032-0034 (previously lot #2 of Jessop's Old Farm Subdivision)





MILLVILLE CITY

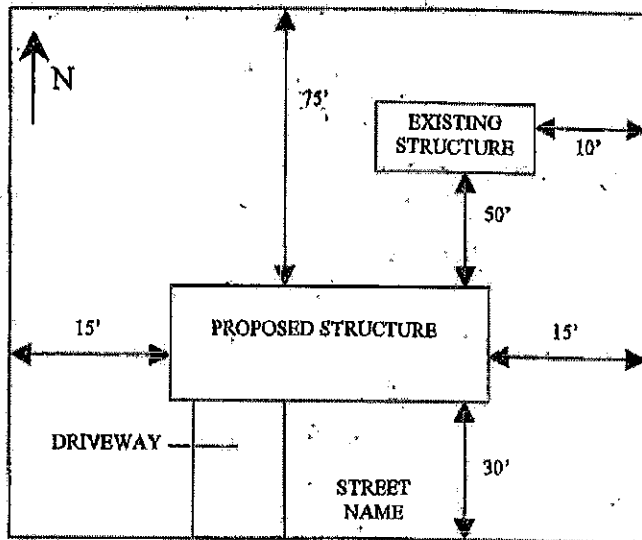
ZONING CLEARANCE FOR BUILDING PERMIT

THIS FORM EXPIRES 60 DAYS FROM DATE OF APPROVAL

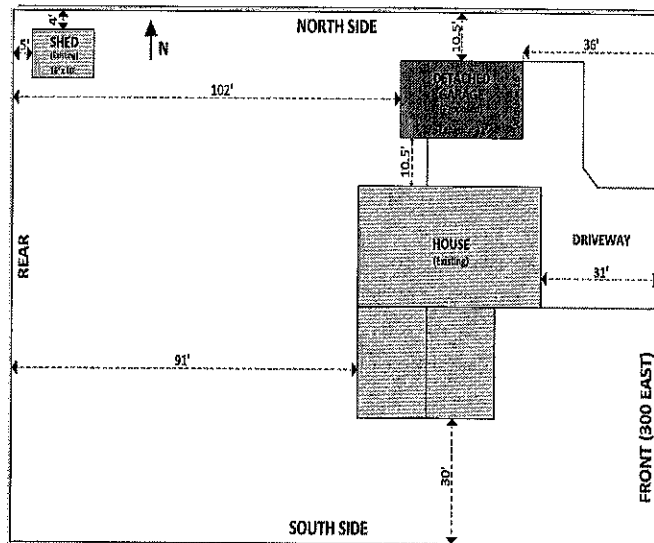
APPLICATION INFORMATION

1. Tracy L Mikesell
APPLICANT'S NAME
2. PO BOX 563
MAILING ADDRESS
- Millville Utah 84326
CITY STATE ZIP CODE
3. (435) 512-5220 4. (435) 713-3248
HOME TELEPHONE BUSINESS TELEPHONE
5. NA
OWNER'S NAME (if different from applicant)
6. Detached Garage
TYPE OF STRUCTURE
7. 512 sqft 8. City
SQUARE FOOTAGE ZONE
9. Millville Hill SUBD Phase 1 Lot 13
SUBDIVISION NAME AND LOT NUMBER (if applicable)
10. 03 157 0013
TAX IDENTIFICATION NUMBER
11. 145 N 300 E
ADDRESS OF CONSTRUCTION
12. 0.43 Acres 13. 4695 Ft
LOT SIZE LOT ELEVATION
14. SEWER ☐ SEPTIC TANK ☐ N/A ☒
(choose one)
15. CITY WATER ☐ PRIVATE WELL ☐ N/A ☒
(choose one)
16. ELECTRICITY ☐ GAS ☐ OTHER UTILITY ☐
(specify in remarks)
17. Concrete Floor, A-Frame, Peak Height will be approx 16 Ft.
REMARKS

SAMPLE PLOT PLAN (numbers do not represent required setbacks)



PLOT PLAN



APPROVED - PLANNING AND ZONING

DATE

FEES PAID - TREASURER

DATE

This property is being approved for building permit issuance as indicated above. Any change in the type or placement of the structure is not allowed. This clearance is not a waiver of compliance with either the zoning ordinance or the building codes. Millville City Form 101 - 15 Nov. 2003 (previous edition is obsolete)

KEEP

RESOLUTION 2017-19

A Resolution Requiring a Deposit for Building within Millville City (A Resolution Amending Resolution 2017-3)

WHEREAS, the cost associated with building inspection of completed infrastructure within Millville City has increased; and

WHEREAS, the Millville City Council deems it necessary to maintain the integrity of the infrastructure improvements; and

WHEREAS, the Millville City Planning and Zoning Commission has reviewed the requirements for construction deposits and timelines for refunds and proposed changes to the Millville City Council;

NOW THEREFORE, be it ordained, that the Millville City Council requires a deposit of \$2,000 for a new building zoning clearance approval. After inspection of the dedicated infrastructure occurs and all required items are completed to meet the requirements of the Manual of Design and Construction Standards (Standards), and the exterior construction is completed per the submitted building design, the \$2,000 deposit will be refunded.

An addition to an existing residence requires a deposit of \$1,000 for a zoning clearance approval. After inspection of the dedicated infrastructure occurs, all required items are completed to meet the requirements of the Standards, and the exterior construction is completed per the submitted building design, the \$1,000 deposit will be refunded.

All other zoning clearances greater than 500 square feet will require a \$500 deposit for the purpose of restoring and maintaining the right-of-way infrastructure during the building process. The \$500 deposit will be refunded after the final inspection is complete to confirm all of the dedicated or right-of-way improvements are complete.

Zoning clearances of less than 500 square feet will require a \$200 deposit for the purpose of restoring and maintain the right-of-way infrastructure during the building process. The \$200 deposit will be refunded after the final inspection is complete to confirm all of the dedicated or right-of-way improvements are complete.

In all instances, landscaping must be completed and storm water Standards and permits must be followed.

The deadline for a deposit refund request will be two years from the date of the first utility billing after which all deposit refunds will be forfeited.



MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
June 8, 2023

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Tara Hobbs, Chad Kendrick, Corey Twedt, Mollie Anderson, Jeremy Ward, Wayne Caldwell, Jordan Caldwell

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for June 8, 2023, at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Pamela June, Michael Callahan, Clay Wilker and Daniel Grange were in attendance with Councilmember Ryan Zollinger excused.

Opening remarks/Pledge of Allegiance

Councilmember Wilker welcomed everyone to the Council Meeting and led all present in the pledge of allegiance. He then offered a word of prayer.

Approval of agenda

The agenda for the City Council Meeting of June 8, 2023, was reviewed. **Councilmember Wilker moved to approve the agenda for June 8, 2023.** Councilmember Grange seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (A copy of the agenda is included as Attachment “A”.)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting for May 11, 2023. **Councilmember June motioned to approve the minutes for May 11, 2023.** Councilmember Grange seconded. Councilmember June pointed out a correction from her comments on page 7 which was fixed during the meeting. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

Public comment period

Mayor Hair opened the floor for any public comments. No one signed up for the public comment portion of the meeting.

Request for a business license for Miami Ice

Jordan Caldwell has submitted a request for a business license for Miami Ice at 565 North 200 East. Jordan explained that he and his father had built up a food truck from which Jordan is planning to sell shaved ice around Cache Valley at events. Recorder Twedt asked

if they planned to have it open at their home. Jordan said that they wouldn't be opening the food truck at their home in Millville. **Councilmember Grange moved to approve the business license for Miami Ice.** Councilmember Wilker seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (A copy of the license application is included with the minutes as Attachment "B".)

RAPZ Grant funding for 2023

Recorder Twedt reported that Millville City had been granted 100% of the RAPZ funding requested to finish up the South Park Extension in the amount of \$29,800. He said that the City had also been granted money for lights at the tennis courts in the amount of \$23,144. (A copy of the RAPZ award letters are included with the minutes as Attachment "C".)

Election candidacy filing results

Recorder Twedt said that the filing period for the municipal election had ended yesterday. There are three councilmember positions intended for the ballot this year for 4-year terms each. There were three candidates that filed during the filing period: Jeremy Ward, Pamela June and Ryan Zollinger. Recorder Twedt said that as a result, the City would not be holding a primary election.

Report on P&Z Meeting held June 1, 2023

Councilmember June reviewed with the Council the Planning Commission's draft minutes for the meeting held June 1, 2023.

Councilmember Callahan motioned to move forward to Item "N" on the agenda and then return to the budget when it was time for the public hearing. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

Food Co-Op North Park pavilion use

Mollie Anderson said that she felt the Food Co-Op has been – and continues to be – a great service not only for participating Millville residents, but also many other people from other cities throughout Cache Valley that come here every week to pick up their produce boxes. The issue that was brought up is that this is the only group currently being permitted to use the park pavilion free of charge.

Councilmember Callahan said that his wife was one of the early participants of the Food Co-Op and that he can attest that nobody is making a profit from the produce. He also said that it services a lot of people. Recorder Twedt said that this was great, but that the City cannot use profit as a determination for who and who is not required to pay for City facilities. If we allowed every church group and nonprofit to reserve the pavilions and pickleball courts for free, they would never be open to the rest of the Millville residents.

Every other group, including church groups and nonprofits are required to pay. Currently, we are even reserving the pavilion for the Food Co-Op which may prevent other people that want to pay to reserve it from doing so.

Councilmember Wilker asked Mollie if they could look into using the pavilion at the LDS Stake Center. Mollie said that she could look into it, but their preference had been to be at the City park as the co-op was not related to the LDS Church in any way.

Councilmember June recommended that the Food Co-Op continue to use the park pavilion during the summer if it is available, but that the reservation should not be on the calendar preventing other people from making reservations. Mollie said that this would work during the summer when it was open anyway. If there was a conflict with a reservation one week, they could move the co-op across the street to her driveway.

Councilmember Callahan said that he was also fine with them using the outside portion of the pavilion during the summer and suggested they look at other options both in Millville and in other cities. He asked that Mollie come back to revisit the issue in the winter. He said that he wanted to give this some more deliberate thought between now and then.

Mollie thanked the City Council for allowing the Food Co-Op to use the pavilion for the past several months and said that she would return to a Council meeting in the winter to discuss it further.

PUBLIC HEARING

Councilmember Grange motioned to go back to item “G” on the agenda and begin the public hearing. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

PUBLIC HEARING: 7:30 p.m.

PRESENT: David Hair, Daniel Grange, Clay Wilker, Michael Callahan, Pamela June, Tara Hobbs, Chad Kendrick, Corey Twedt, Jeremy Ward

Mayor Hair explained that the purpose of the public hearing was to hear from the public with any comments regarding the budget for Fiscal Year 2023 or Fiscal Year 2024. He asked Recorder Twedt to review any updates or comments he had on the new budget.

Recorder Twedt said that since the last meeting, some updates had been made with the latest numbers and projections to get through the remainder of June and for the FY24 budget. He said that most of his comments had been addressed as part of the staff report that was included in the agenda packet.

Councilmember Callahan discussed the Class C money the City has available since they had been saving those funds and holding off on doing major road treatments until after the sewer project is complete and the roads are put back together.

Public Comment:

Jeremy Ward asked about the City contract for law enforcement. The Council said that the City contracts through Cache County for law enforcement services.

There were no additional public comments.

Councilmember Grange moved to close the public hearing. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused.

Consideration of a resolution adopting the revised Fiscal Year 2023 Budget

Mayor Hair reviewed with the Council the resolution to adopt the updated FY23 Budget that had been reviewed as part of the public hearing.

Councilmember Grange moved to approve Resolution 2023-7. Councilmember Callahan seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "D".)

Consideration of a resolution accepting the certified property tax rate

Mayor Hair reviewed with the Council the resolution to adopt the County-provided certified property tax rate. For clarification on what that meant, Recorder Twedt explained that the City was not implementing a property tax rate increase. Every Millville resident would pay the same amount for the portion of their property tax rate that goes to Millville City as they did last year.

Councilmember Callahan moved to approve Resolution 2023-8. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "E".)

Consideration of a resolution adopting the Fiscal Year 2024 Budget

Mayor Hair reviewed with the Council the resolution to adopt the FY24 Budget that had been reviewed as part of the public hearing.

Councilmember Callahan moved to approve Resolution 2023-9. Councilmember Grange seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "F".)

Consideration of a resolution setting pay rates for the City Treasurer and the City Recorder

Mayor Hair reviewed with the Council the resolution setting the pay rates for City appointed employees as is required by State Code. The pay increases in this resolution were included in the budget that was reviewed in the public hearing.

The Council had a discussion on pay rates and if Millville is paying enough and staying competitive with the market. The Council said that they felt Millville had great employees and wanted to make sure they were happy working for the City. Recorder Twedt and Public Works Director Kendrick said that Millville's pay rates are not as high as some other cities, but that they enjoyed working for Millville and were happy to be there.

Councilmember Callahan motioned to approve Resolution 2023-10. Councilmember Grange seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "G".)

Consideration of a resolution appointing a Mayor Pro-Tempore

Mayor Hair reviewed with the Council the resolution and explained that the purpose of the appointment was to ensure that the City still functioned with a Mayor substitute if the elected Mayor was not available. He explained that it was Councilmember Grange's turn and Mayor Hair had selected him to be the Mayor Pro-Tempore for FY24.

Councilmember Callahan motioned to approve Resolution 2023-11. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "H".)

Consideration of a resolution to accept an agreement with Cache County for building inspection services

Mayor Hair reviewed with the Council the resolution and agreement to continue using contract services from the County for building inspections in Millville City.

The Council discussed the cost share and said that they felt it was skewed heavily for Cache County. It was discussed that there were not a lot of options. This agreement and the cost distribution wasn't a change from the agreement the City has with the County right now.

Councilmember Callahan moved to approve Resolution 2023-12. Councilmember Wilker seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. (The approved resolution is included with the minutes as Attachment "I".)

City Celebration planning progress and update

Councilmember Wilker said that the planning for the City Celebration is going well. He said that Tara is doing most of the work and has done great at putting everything together. The car show is planned, and the band is scheduled to be at the park that night. There will be seven food trucks available and the City will be providing the drinks. Councilmember Wilker also said that there were more activities for all ages this year.

City Reports

Director of Public Works Chad Kendrick said that the park extension was progressing quickly. The Public Works employees and Recorder Twedt had planted 31 trees in the new park area earlier today and it is looking good. Director Kendrick said that he thinks electric bikes and scooters may be an issue in the future on the park walkway.

Director Kendrick said that the wells are on and running well.

The Public Works Department has been spending time on cutting down weeds and grass on the side streets. They have permitted Kip Farmer to have his sheep graze on some of the City property near the reservoirs to keep the grass down.

Director Kendrick said that he would like the Council to begin thinking about the possibility of piping the ditch next to the road at the South Park. He said that he feels it is a safety concern with the kids playing in the water and jumping the creek so close to the road. Especially as the amount of traffic on that road is increasing every year. The water from the creek also runs through a pasture, so the water is not great for the kids to play in.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment "J".)

Councilmember Callahan briefly discussed traffic concerns in Millville. It was discussed that the Sheriff's Department had been asked to put an emphasis on the areas addressed in the last City Council meeting. Councilmember Wilker said that the problem was not just the noise issue being a nuisance. There are significant safety issues with small kids on UTVs.

Mayor Hair said that current City Code allowed a shed to be built or placed along the drip edge of a property line. With the heavy snow this past winter, there have been issues with snow coming off sheds and causing damage to the fences of neighbors. He has asked the Planning Commission to look into this and consider a potential update to the City Code.

Councilmember Grange said that he had been contacted by Brady Jensen about a concern of a party being held at the red barn on Memorial Day. Councilmember Grange had gone over there to investigate and doesn't feel like anything was out of control or that there were any problems with what was happening there.

Recorder Twedt reported that the Cemetery Board has now hired their fourth attorney in their lawsuit against the City.

Adjournment

Councilmember Callahan moved to adjourn the meeting. Councilmember June seconded. Councilmembers Callahan, June, Grange and Wilker voted yes with Councilmember Zollinger excused. The meeting adjourned at 8:44 p.m.

MILLVILLE CITY COUNCIL MEETING
City Hall – 510 East 300 South – Millville, Utah
July 13, 2023

PRESENT: David Hair, Daniel Grange, Clay Wilker, Pamela June, Ryan Zollinger, Tara Hobbs, Chad Kendrick, Corey Twedt, Kara Everton, Blake Leonelli, Mary Jo Davis, Emilee Pini, Dean Stevens, Joe Cullumber, Kira Watson, Katelyn Simon, Nathan Anderson, Merrick McClellan, Bonnie Farmer, Jack Semadeni, Maya Christopherson, Will Broadbent, Jocelyn Kleven, Jeremy Ward, NeCole Walton

Call to Order/Roll Call

Mayor David Hair called the City Council Meeting to order for July 13, 2023, at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Pamela June, Clay Wilker, Ryan Zollinger and Daniel Grange were in attendance with Councilmember Michael Callahan excused.

Opening remarks/Pledge of Allegiance

Councilmember Zollinger welcomed everyone to the Council Meeting and led all present in the pledge of allegiance. He then offered a word of prayer.

Approval of agenda

The agenda for the City Council Meeting of July 13, 2023 was reviewed. Mayor Hair said that Cody Ruud has decided not to pursue a business license at this time and that agenda item should not be considered at this meeting. **Councilmember Zollinger moved to approve the modified agenda for July 13, 2023.** Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (A copy of the agenda is included as Attachment "A".)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting for June 8, 2023. Councilmember June pointed out a typo in the minutes that was corrected during the meeting. **Councilmember Grange moved to approve the minutes for June 8, 2023.** Councilmember Wilker seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused.

Public comment period

Mayor Hair opened the floor for any public comments.

Dean Stevens said that in living by the roundabout he sees a lot of what goes on there. He said that he has concerns with children trying to cross 450 North on the east side of Main Street going either north or south. Twice recently, Dean has gone out into the roundabout to help kids that get stuck in the middle. The drivers are not treating the crosswalk like a crosswalk or paying attention to the yield signs and are not stopping to let kids cross. Dean said that he would suggest the Council look at the cost and consider a set of blinking lights that come with a button that a pedestrian can push before they cross. He said that he feels like this is a bit dangerous right now and wanted to bring it to the attention of the City Council.

Wendy Wilker said that she has asked to be on the agenda for the City Council meeting on August 10th, but wanted to briefly discuss her concern now so that the Council can begin thinking about it. She said that there is a strip of property owned by the school district between Ridgeline High School and the houses that are east of the school. She said that it is approximately 16 feet wide and runs about three quarters of a block. Wendy said that this strip gets a lot of traffic. It runs to the edge of the Wilker property and then ends. Students from the school go along that strip and then continue through the Wilker property. Wendy said that she has discussed this with the school district and asked if they would deed over the land to the property holders that front the strip. The school doesn't want to transfer to multiple owners but would transfer it to Millville City. The school district did say that they would put up a gate and provide a key to the canal company so they could have access. Wendy said that she would like to request the City take ownership from the school district and then divide it in parts to the property owners.

Request for a business license for The Party Lab Company LLC

Laci Leishman has submitted a request for a business license for The Party Lab Company LLC at 65 East 650 North. She was not present at the meeting.

Councilmember Zollinger motioned to table the review of the business license application until Laci could come to a City Council meeting to discuss the business. Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (A copy of the license application is included with the minutes as Attachment "B".)

Discussion on garbage service transition to Waste Management

Mayor Hair introduced Blake Leonelli. Blake said that he is on the Government Affairs Team with Waste Management and that he is excited for this project and happy to be working with cities in Cache Valley. He said that Waste Management is working on a social media blitz now and would be sending out postcards to the residents with information in the future. He said that Waste Management would be looking for opportunities over the next year to optimize the service they provide and to make it more efficient.

Councilmember Zollinger asked about the schedule for the transition from Logan City to Waste Management for garbage service. Blake said that it would happen on October 1st.

Recorder Twedt said that he and Mayor Hair had spoken with Blake on a phone call the previous week and gotten some additional information which was in the staff report for this meeting.

Green waste was discussed briefly. The City Council will need to make some decisions concerning green waste in the coming months. If there is a demand for personal green waste cans, every resident would need to have one and the monthly bill would go up about \$9 per home. The City could also consider a green waste roll off bin near the City office, but we aren't sure on that cost yet.

Blake said that he thinks Logan City will continue to allow green waste at the landfill for a fee after October.

Dean Stevens asked about where Logan will be taking their garbage in the future. Mayor Hair said that Logan City owns the landfill in Clarkston and they will continue to use that location. Dean asked where Waste Management is planning to go with the garbage they collect. Blake said that for now, they will contract with Logan City to use their landfill. Emilee Pini asked about other possible locations for landfills going forward. Blake said that in addition to Logan's landfill, there are some other options for use of existing landfills that are a little further away. Waste Management may also consider purchasing property for their own landfill in the future, but for now, they plan to stick with Logan City.

Dean Stevens asked about where Waste Management is headquartered. Blake said that the corporate offices are in Houston, but they have Waste Management of Utah that has its headquarters in Utah and they now have an office in North Logan.

The Council thanked Blake for coming to the meeting to answer questions. (A copy of the related staff report is included with the minutes as Attachment "C".)

Ridgeline High School request for letter "R" on hillside

Nathan Anderson introduced himself as a student from Ridgeline High School that will be beginning his senior year in the fall. He said that Ridgeline has now been a high school for eight years and it is time that they get a letter "R" on the hillside representing the school. Nathan said that he feels like this would help boost school spirit for the students.

He explained that there are a few options for the location of the "R" as well as how they might paint it or use lights.

Nathan said that the Division of Wildlife Resources (DWR) have said that they will require payment for an easement if the letter is placed on land that they manage. Recorder Twedt said that the students may be able to offer some kind of labor to assist in fire prevention in

exchange for use of the land as wildfires are always an ongoing concern for DWR in this area.

Councilmember Wilker asked what they were looking for from the City. Nathan said that they just wanted to let the City know what they were working on and hoped they would have City support with this project.

Councilmember Grange said that if they get stuck with DWR, they could potentially reach out to Representative Casey Snider for help.

Mayor Hair thanked the students for coming and keeping the City in the loop on what they are working on. (The related information from the agenda packet is included with the minutes as Attachment "D".)

Report on P&Z Meetings held June 22, 2023 and July 6, 2023

Development Coordinator Everton reviewed with the Council the Planning Commission's draft minutes for the meetings held on June 22, 2023 and July 6, 2023.

Impact fee requirements for swimming pool on second lot

Joe Cullumber said that he was here to request a reduced water impact fee for the lot adjacent to his home on which they are building a swimming pool.

Mayor Hair asked why they were needing a new water meter for the swimming pool instead of connecting to the existing meter on the property with the home. Joe said that it would be more accessible to connect the second lot to the water main on 550 East.

Joe said that it would make sense for a reduced impact fee since the impact would be much less than a standard home. Mayor Hair pointed out that there are many Millville residents that only live in the City a portion of the year and they are required to pay the same. Recorder Twedt said that the code does not differentiate or set different fees based on different usage amounts. There are homes with a single person and other homes with many people, but the cost of the impact fee remains the same.

Councilmember Grange said that his main concern would be setting a precedence of making an exception to the code. He said that the City Code required payment of a full impact fee for the second connection on the second lot.

Councilmember Zollinger said that he doesn't think the request for a reduced impact fee should be granted. He said that he understood the request and sympathizes but doesn't think the City should make an exception. Councilmember Grange said that he agreed and wanted to treat all Millville residents the same. The request for a reduced impact fee was not granted.

Consideration of a resolution approving the rezone of the South Park Extension property from Agricultural (A) to Open Space (OS)

Mayor Hair reviewed with the Council the resolution to approve the rezone of the property that was recently annexed into Millville as the South Park Extension.

Recorder Twedt said that he thought it may be good to relook at the code and how the City handles a rezone associated with an annexation. He said he felt like it may be good to do both things at the same time. In doing so, a developer that is annexing property will not run into surprises with zoning changes and the residents will know what to expect at the time of an annexation instead of after the property has already moved into the City and then later is zoned to something for which they may not approve. The Council agreed that this change would make sense.

Councilmember Wilker moved to approve Resolution 2023-13. Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (The approved resolution is included with the minutes as Attachment "E".)

Consideration of a resolution accepting a settlement agreement with the Millville/Nibley Cemetery Board

Recorder Twedt pointed out that the attorney for Millville City and the new attorney for the Cemetery Board have been meeting and working on a possible settlement agreement to close out the lawsuit filed by the Cemetery Board. He said that members of the Cemetery Board met last night and signed the agreement. This agreement will accomplish the things that have been discussed by the Council previously in controlling the access points to the cemetery and ensuring that they are not in an intersection. The cemetery board will put back the fence that they removed near the 200 East 100 North intersection. Most of all, the agreement will end the lawsuit so that neither entity will need to continue spending taxpayer money on attorney fees.

Mayor Hair thanked to Mary Jo David for bringing the signed agreement to the Council. The signatures from the Cemetery Board on the agreement were discussed.

Councilmember Zollinger motioned to approve Resolution 2023-14. Councilmember Wilker seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. (A copy of the approved resolution is included with the minutes as Attachment "F".)

Possible COG project application and scheduling of public hearing

Recorder Twedt said that he attends a meeting at the County once a year just in case Millville City plans to submit a COG application. Attendance at that meeting is a requirement for an entity that applies for COG funding.

Recorder Twedt reported that the COG project that was awarded to Millville City last year for the design of the road that would connect 300 South in Millville to the stoplight and intersection on the highway with Nibley 3200 South is ongoing. They are planning to do some geotechnical studies tomorrow morning.

This year Recorder Twedt said he thought it might be good to apply for a spot-improvement project to fix the intersection of 300 South and 550 East. This intersection is a known problem and is something that we will want to get fixed in the future. A spot improvement project comes with fewer requirements with COG, but the total cost must be under \$300,000. One requirement for construction money is 90% engineering design. Recorder Twedt he had already been discussing this with an engineering firm. The engineering fees can be included in the total reimbursable costs of the project, but if it is not funded, we can't recoup the money spent to get through the design phase. The engineering costs are pretty minimal, and the design is something the City will likely want in the future, even if we don't do this project this year.

The consensus of the Council was that this was a worthwhile project and it made sense to apply this year.

Recorder Twedt said that one of the requirements for the COG application is to hold a public hearing to see if there are any comments from the public on the proposed project or any other ideas. The COG application is due in August, so the public hearing would need to be scheduled for the next City Council meeting on August 10th.

Councilmember June motioned to schedule a public hearing to discuss possible COG projects at the next City Council meeting on August 10, 2023. Councilmember Zollinger seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused.

Assignment of representative from Millville City to serve on the Sewer Treatment Plant Board

Mayor Hair reminded the Council that Millville City would have one appointment for the Sewer Treatment Plant Board and that the City Council would need to determine who would fill that appointed position.

After some deliberation, it was determined that Councilmember Zollinger would initially serve as the Millville representative on the board.

Recorder Twedt said that this should be done with a resolution and that he would have one prepared for consideration at the next City Council meeting. (The related staff report is included with the minutes as Attachment "G".)

Millville park use for team sports

Public Works Director Chad Kendrick said that the use of the grass at the parks for team sports has increased dramatically again this year. There are several soccer teams that use the park every day. The other night, there were seven teams using the south park grass at the same time. It has become a problem in that the fields are hard to maintain with the amount of use and the number of teams. He said that public works has been spending a lot of time trying to get the grass to grow.

NeCole Walton said that Providence limits the number of teams and doesn't allow use of the fields for soccer during the month of July.

Recorder Twedt said that one of the reasons that use of the Millville parks has increased so much is because Nibley has pulled out of South Cache Soccer and now runs their own program. As a result, less fields are available for the South Cache Soccer League, and they are using every scrap of grass they can in Millville. Recorder Twedt said that one possible solution is to investigate the possibility of teaming up and supporting the Nibley recreation soccer and inviting Millville residents to participate there as well as sharing some of our park space with Nibley City for soccer.

NeCole said that currently there are 4 to 5 teams per competitive soccer field in Millville and then they fill things in with the recreation teams. She suggested Millville charge \$75 for spring and \$75 for fall per team and then close the parks for soccer for the month of July. She said that Providence charges \$100 per team per season and that it would be increasing to \$150 next year. Hyrum City doesn't charge anything for use of the fields, but each team pays \$60 for painting of the fields and that cost goes directly to the field painter.

Councilmember Zollinger suggested they close for the summer next year and limit the number of teams. NeCole said that there are currently seven competitive teams with home field scheduled to be in Millville. Councilmember Zollinger also said that Millville would close the fields if it rained and that needs to be clear to all of the teams.

Councilmember Wilker said that he agreed. Many of the sports teams that use Millville parks don't care about taking care of things and they cause issues. Someone from the soccer organization needs to take responsibility and ensure that if the fields are wet, the teams don't show up to play.

Mayor Hair asked staff to look at how they think this should run moving forward and come to the next meeting with a proposal.

Consideration to appoint Bonnie Farmer as a Planning Commissioner

Councilmember June said that Bonnie Farmer's term on the Planning Commission is up in August and said that she feels Commissioner Farmer is doing a great job on the Planning Commission and is willing to serve another term.

Councilmember June motioned to appoint Bonnie Farmer to another term on the Planning Commission. Councilmember Zollinger seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused.

Consideration to appoint Garrett Greenhalgh as a Planning Commissioner

Councilmember June said that like Commissioner Farmer, Commissioner Greenhalgh's term is also up in August. Councilmember June said that Garrett does a great job, and she recommends he also be appointed to serve another term on the Planning Commission.

Councilmember June motioned to appoint Garrett Greenhalgh to another term on the Planning Commission. Councilmember Grange seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused.

City Reports

Director of Public Works Kendrick reported that work on the park extension was now complete. All the new trees have been planted and it is looking good over there.

Director Kendrick also reported that the spring is running really well and higher than ever.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment "H".)

Councilmember June said that she was contacted by a resident that is concerned about the high weeds on the property of her neighbor. Recorder Twedt said he would investigate it from a code enforcement perspective.

The City Celebration was discussed. The Council thanked those that participated and did all the planning and work the day of the event.

Councilmember Wilker said that he has met with representatives from Ridgeline High School about the extremely late-night baseball games. He also said that students are now doing early morning football practice with loud music playing. Mayor Hair said that Recorder Twedt had been in contact with the school administration and they have said they are working on resolving the issue.

Mayor Hair said that some of the trenches in the roads for the sewer lines are getting beat up and need a little maintenance. Staff said that they would discuss this in the upcoming sewer construction meeting with Whitaker Construction.

Planning Commissioner Bonnie Farmer suggested the City look at getting some permanent signs for no fireworks in the City parks.

Adjournment

Councilmember Wilker moved to adjourn the meeting. Councilmember June seconded. Councilmembers Wilker, June, Grange and Zollinger voted yes with Councilmember Callahan excused. The meeting adjourned at 9:10 p.m.

DRAFT