

THE STATE OF UTAH  
COUNTY OF SEVIER  
CITY OF RICHFIELD

At the City Council  
In and For Said City  
August 22, 2023

Minutes of the Richfield City Council meeting held on Tuesday, August 22, 2023, at 7:00 p.m. in the Council Chambers of the Richfield City office building located at 75 East Center, Richfield, Utah. Mayor Bryan L. Burrows presiding.

1. OPENING REMARKS
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. MINUTES APPROVED
5. PUBLIC HEARING – SUBDIVISION ORDINANCE AMENDMENT
6. AIRPORT GROUND LEASE AGREEMENT WITH LAWRENCE BRILL APPROVED
7. PUBLIC HEARING – FENCES
8. PUBLIC HEARING - DEVELOPMENT AND CONSTRUCTION STANDARDS
9. FUNDING OPPORTUNITIES THROUGH THE BRIC DISCUSSED
10. RESOLUTION 2023-10 ADOPTED
11. RESOLUTION 2023-11 ADOPTED
12. CITY'S POLICY AND PROCEDURES AMENDED
13. EXPENSE FOR A GEOTECHNICAL SITE STUDY FOR NEW POOL LOCATION APPROVED
14. OTHER BUSINESS
15. MEETING ADJOURNED

1. OPENING REMARKS were offered by Chief Trent Lloyd.
2. PLEDGE OF ALLEGIANCE was led by Councilmember Hansen.
3. ROLL CALL. **Present:** Bryan Burrows, Brayden Gardner, Kip Hansen, Kendrick Thomas, Tanner Thompson, Michele Jolley. Excused: Elaine Street, Tyson Hansen.

1 4. MINUTES APPROVED. The Council reviewed the minutes of the meeting  
2 held on August 8, 2023. **Motion:** Approve the meeting minutes of August 8, 2023,  
3 **Action:** Approved, **Moved by** Kip Hansen, **Seconded by** Brayden Gardner. **Vote:**  
4 Motion carried by unanimous roll call vote (**summary:** Yes = 4). **Yes:** Brayden  
5 Gardner, Kendrick Thomas, Kip Hansen, Tanner Thompson. **Excused:** Elaine  
6 Street.

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9 5. PUBLIC HEARING – SUBDIVISION ORDINANCE AMENDMENT. At 7:03 p.m.,  
10 Mayor Burrows opened a public hearing to receive comments concerning  
11 amendments to the Subdivision Ordinance to increase consistency and  
12 compliance with State requirements, address clarity and correctness issues, and  
13 relocate/integrate existing regulations within the Subdivision Ordinance. Kendall  
14 Welch explained some of the changes being made to the subdivision  
15 ordinance. She noted that the subdivision ordinance is currently a separate  
16 document from the zoning code, which can cause some inefficiencies and  
17 create confusion for the public. This amendment will incorporate the subdivision  
18 ordinance into the zoning ordinance.

19  
20 The changes address the revisions needed to comply with State statute  
21 amendments this last legislative session. The construction standards include  
22 provisions for dust control because this has been an issue recently. The Planning  
23 Commission held a public hearing with no public comments made. So they  
24 voted to recommend to the City Council approval of the amendments as  
25 proposed, which passed unanimously. Mayor Burrows closed the hearing at 7:09  
26 p.m.

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29 6. AIRPORT GROUND LEASE AGREEMENT WITH LAWRENCE BRILL APPROVED.  
30 The Council reviewed an Airport Ground Lease Agreement with Lawrence Brill. It  
31 was noted that he had purchased an existing hanger. **Motion:** Approve the  
32 Airport Ground Lease Agreement with Lawrence Brill, **Action:** Approved, **Moved**  
33 **by** Tanner Thompson, **Seconded by** Brayden Gardner. **Vote:** Motion carried by  
34 unanimous roll call vote (**summary:** Yes = 4). **Yes:** Brayden Gardner, Kendrick  
35 Thomas, Kip Hansen, Tanner Thompson. **Excused:** Elaine Street.

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38 7. PUBLIC HEARING – FENCES. Mayor Burrows opened a public hearing at  
39 7:10 p.m. to receive comments concerning an amendment to the Zoning  
40 Ordinance defining materials for fences between residential and commercial  
41 zones. Councilmember Hansen appreciated how quickly the Planning  
42 Commission dealt with this. He believed that it addressed what we wanted to

1 correct. Hearing no other comments, Mayor Burrows closed the hearing at 7:11  
2 p.m.

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5 8. PUBLIC HEARING - DEVELOPMENT AND CONSTRUCTION STANDARDS. At  
6 7:11 p.m., Mayor Burrows opened a public hearing to receive comments  
7 concerning the codification of the Development and Construction Standards.  
8 Micklane Farmer noted that we have added a standard since they were mailed  
9 out. The added standard is for a rolled curb and gutter, which would apply in  
10 the RM-11 and RM-24 zones, especially where the driveways of the units are  
11 close together. Mayor Burrows noted that we have had some circumstances  
12 where the other standard for curb and gutter would not work, so this is a great  
13 option. Hearing no comments, Mayor Burrows closed the hearing at 7:13 p.m.  
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15

16 9. FUNDING OPPORTUNITIES THROUGH THE BRIC DISCUSSED. (Building Resilient  
17 Infrastructure and Communities). Jamison Christensen stated that this is a FEMA  
18 grant for natural disasters. It is for the Library and an opportunity to apply for  
19 seismic or earthquake evaluation funding. We have had some issues with the  
20 foundation settling and cracking. With this funding, we can evaluate the  
21 building for structural soundness and identify any areas needing retrofitting or  
22 upgrades.  
23

24 It appears that we could receive a 75% grant, and we would have to match the  
25 25%. A lot of the information that is needed for the application has already been  
26 prepared through the flood mitigation study. The first step is to submit a notice of  
27 intent to file an application due August 31, 2023. He thought that the Council  
28 would want to discuss the cost of this project. He indicated that not knowing  
29 how the Library is constructed, he thought it would be wise to have another sub-  
30 consultant, and they could do a test. He stated that if it is just a double-wide  
31 brick wall and no other reinforcing, they would have to do some materials  
32 testing to obtain the information to evaluate the building. He estimated that it  
33 would cost roughly \$30k- to \$35k for studies that they have done in the past. This  
34 would help them determine the necessary upgrades the building needs.  
35

36 Michelle Olsen stated that they did have Mr. Hansen put some money in the  
37 Library budget for this project.  
38

39 Councilmember Thomas stated that this is a three-step process. You have to  
40 submit a notice of intent stating that you will apply. Then, you submit an  
41 application to be funded for the feasibility study, and that study will tell what the  
42 potential construction project will be.

1  
2 It may be possible to get other funding from the State, and it may be able to be  
3 used for the match. Councilmember Thomas stated that the potential outcome  
4 with this is that generally, for old buildings like this, you find that the walls are  
5 inadequate. The connection of the roof to the walls and the connection of the  
6 floors to the walls are inadequate to resist seismic forces.

7  
8 Councilmember Thompson wondered realistically how much of the character  
9 you would tear up of the building by trying to make it seismically sound.

10 Councilmember Thomas stated that is something you have to be sensitive to,  
11 but typically, you can do that because it is hidden in the attic spaces or the  
12 floor cavity. The outside is probably the most historically significant part of the  
13 building, not necessarily the interior.

14  
15 Last year, Michelle Olsen saw a grant available, but you had to have the seismic  
16 study already done to apply. Councilmember Thomas declared a conflict of  
17 interest. **Motion:** Approve an application to FEMA for BRIC funding to do a  
18 seismic study of the Library building, **Action:** Approved, **Moved by** Tanner  
19 Thompson, **Seconded by** Kip Hansen. **Vote:** Motion carried by unanimous roll call  
20 vote (**summary:** Yes = 4). **Yes:** Brayden Gardner, Kendrick Thomas, Kip Hansen,  
21 Tanner Thompson. **Excused:** Elaine Street.

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24 10. RESOLUTION 2023-10 ADOPTED. Councilmember Hansen felt that we had  
25 a good public hearing on this, and he felt good about what we are proposing.  
26 **Motion:** Adopt Resolution 2023-10, adopting the certified tax rate for 2023-2024  
27 with a rate of 0.001751, **Action:** Approved, **Moved by** Kip Hansen, **Seconded by**  
28 Kendrick Thomas. **Vote:** Motion carried by unanimous roll call vote (**summary:**  
29 Yes = 4). **Yes:** Brayden Gardner, Kendrick Thomas, Kip Hansen, Tanner Thompson.  
30 **Excused:** Elaine Street

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33 11. RESOLUTION 2023-11 ADOPTED. **Motion:** Adopt Resolution 2023-11,  
34 adopting the budget for fiscal year 2023-24, **Action:** Approved, **Moved by**  
35 Kendrick Thomas, **Seconded by** Brayden Gardner. **Vote:** Motion carried by  
36 unanimous roll call vote (**summary:** Yes = 4). **Yes:** Brayden Gardner, Kendrick  
37 Thomas, Kip Hansen, Tanner Thompson. **Excused:** Elaine Street.

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40 12. CITY'S POLICY AND PROCEDURES AMENDED. With a recent audit from  
41 Utah Retirement Systems, they are requesting that we amend the wording in our  
42 policy and procedure manual for elected officials and appointed officers to be

1 as follows: 6. RETIREMENT SYSTEM. Additional details are available from the  
2 Finance Director.

3  
4 A. All full-time salaried Richfield City employees are covered by the  
5 Utah State Retirement Systems unless otherwise authorized by the City Council  
6 according to State Law. (This is in addition to their Social Security coverage).

7  
8 B. All Tier II elected officials are considered part-time employees and,  
9 therefore, ineligible for retirement benefits.

10  
11 The cost of this program is paid for by Richfield City and the employee in  
12 the percentages set by action of the City Council.

13  
14 For employees holding positions with Richfield City as elected officials or  
15 appointive officers, eligibility for retirement benefits with Utah Retirement Systems  
16 will be based upon the following.

17  
18 For individuals considered by URS to be Tier I (earned URS retirement  
19 service credit prior to July 1, 2011), eligibility will be based on meeting the  
20 monthly Minimum Earnings Requirements as dictated by URS.

21  
22 For individuals considered by URS to be Tier II (not having previously  
23 earned URS retirement service credit prior to July 1, 2011), eligibility will be based  
24 on position, as shown below.

- 25
- 26 • Individuals elected to the position of Mayor or Council Member will be  
27 considered part-time ineligible.
  - 28
  - 29 • Individuals appointed to the position of Clerk will be considered part-time  
30 ineligible.
  - 31
  - 32 • Individuals appointed to the position of Deputy Recorder/Zoning  
33 Administrator, Treasurer, or Finance Director will be considered full-time  
34 eligible.

35 **Motion:** Approve the amendments to the policy and procedure manual for for  
36 elected officials and appointed officers as ineligible for retirement benefits

1 under Tier I or Tier II, **Action:** Approved, **Moved by** Kip Hansen, **Seconded by**  
2 Kendrick Thomas. **Vote:** Motion carried by unanimous roll call vote (**summary:**  
3 Yes = 4). **Yes:** Brayden Gardner, Kendrick Thomas, Kip Hansen, Tanner Thompson.  
4 **Excused:** Elaine Street

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6 13. EXPENSE FOR A GEOTECHNICAL SITE STUDY FOR NEW POOL LOCATION  
7 APPROVED. Jamison Christensen had received two bids for geotechnical work  
8 for the new swimming pool site. Landmark Testing and AGECEC. He believed that  
9 the intent is to help us better understand what is going on with the site and to  
10 show CLB the City's commitment to the property. He explained how the work  
11 would be performed and that there would be a log of soil samples with a report.  
12 They would do some deeper borings right at the footprint of the building and  
13 some additional borings around the parking area, but they would not be as  
14 deep. One of the firms proposed doing some test pits, which would be more  
15 evasive. Landmark Testing had a base bid of \$15,000 for that scope of work, and  
16 AGECEC had a base bid of \$12,485.

17  
18 Mr. Christensen had asked them to look at some additional scope of work items,  
19 which he initially thought we might need to do. After looking further into the  
20 building code, they would not be required, and he would be comfortable not  
21 requiring them. He recommended that the City accept the bid from AGECEC.

22  
23 Councilmember Thomas stated that he saw the map of where the proposed  
24 test pits are being proposed. One was in the parking lot by the well, and another  
25 on the north side of the pavilion. One is near the playground area, and one is on  
26 the northeast corner of the existing pool. Councilmember Hansen stated that if  
27 one could get it done sooner than the other, with the price differential, he felt it  
28 would be better to go with whichever one could do it faster. **Motion:** Award the  
29 bid to AGECEC with a base bid of \$12,485 if they can do the work by September  
30 20, and if not, we would consider the other bid, **Action:** Approved, **Moved by**  
31 Kip Hansen, **Seconded by** Tanner Thompson. **Vote:** Motion carried by unanimous  
32 roll call vote (**summary:** Yes = 4). **Yes:** Brayden Gardner, Kendrick Thomas, Kip  
33 Hansen, Tanner Thompson. **Excused:** Elaine Street

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36 14. OTHER BUSINESS. Councilmember Thompson asked about the status of  
37 Ville 647 and if we were moving forward with the demo. It was reported that  
38 they are still waiting for a letter from Environmental Quality, but once they have  
39 it, they will begin demolition.  
40

1 Councilmember Thomas discussed the placement of an "R" on the hill. He  
2 showed the Council a rendering of what that would look like. He explained that  
3 it would be approximately 40 feet from the ground surface. Mayor Burrows does  
4 not want to remove the City's ability to use the clay from the current location for  
5 future projects. There is quite a steep road to the location, so getting concrete  
6 there will be a challenge. There was some discussion about locating it on the hill  
7 by the water tower. Councilmember Thompson thought Turtle Hill would be a  
8 good location, noting that the City owns it. The City does not own the whole hill,  
9 and the location of a power pole and power lines on the top of the hill may  
10 create some challenges. It was not known what type of distance there would  
11 need to be from the power line. It could access it, and Councilmember  
12 Thompson thought it would be a more visible location. Councilmember Thomas  
13 will look into some different spots and try to get some final cost estimates.  
14

15 Chief Lloyd reported on the high traffic volume we are experiencing, especially  
16 at 400 South and 400 West intersections. He wants to make this intersection of  
17 300 North and 400 West four-way stops. The Council gave Chief Lloyd permission  
18 to approach UDOT about putting a four-way stop at these intersections.  
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21 15. MEETING ADJOURNED. At 8:13 p.m., **Motion:** Adjourn, **Action:** Adjourn,  
22 **Moved by** Kendrick Thomas, **Seconded by** Kip Hansen. **Vote:** Motion carried by  
23 unanimous roll call vote (**summary:** Yes = 4). **Yes:** Brayden Gardner, Kendrick  
24 Thomas, Kip Hansen, Tanner Thompson. **Excused:** Elaine Street.

PASSED and APPROVED this 12 day of September 2023.

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Recorder