

WALLSBURG TOWN COUNCIL MEETING

September 7, 2023 - 7 pm

MINUTES

1. Call to Order 7:00 pm

- a. Pledge of Allegiance - Completed
- b. Prayer – Scott Larsen

c. Roll Call – Scott Larsen, Justin Carlile, Celeni Richins, Terri Eisel, Clint Allen, Alisha O’Driscoll, Kerry Richins, Christian Neilson, Brett Baum, Emily Allen, Yvonne Thompson, Lori Birch, Ray Birch, Chris Bigelow, Steve Jaques, Bob Piscitelli, Mary Piscitelli, Travis Defibaugh, Amanda Carlile, Lucille O’Driscoll, Aubri Buehler, Scott Everson, Julie Everson, Tammy Graham, Debi Edson, Erin Hicken

2. Consent Calendar: Be it hereby moved that the following consent calendar items stand approved:

- a. Agenda of the September 7, 2023 Town Council Meeting
- b. Minutes of the August 10, 2023 Town Council Meeting, August 17, 2023 Truth In Taxation Public Hearing, and the August 24, 2023 Truth In Taxation Decision Meeting

-As noted, items stand approved

3. Approve Budget

- a. August Budget and check register
- b. August Budget and check register questions

Justin Carlile, should arena fuel come from the Arena budget instead of fuel? Terri Eisel, I thought we decided all fuel goes to the fuel budget. Terri Eisel, concerns of park power bill. Will check for something that is left on. Justin Carlile, surprised by public notice costs Celeni Richins, noted that the public notice budget is way over and will need to be adjusted moving forward

Motion: Justin Carlile moves to approve the August budget and check register Second: Terri Eisel Vote: Unanimous

4. Public Comment (5 minutes): This is the public’s opportunity to comment on items that are NOT on the agenda. Please come up to the table, state your name and address before making a comment, and speak loudly to assure comments are recorded properly.

Brett Baum- Originally planned to remodel existing building by the post office, but due to structural issues he is looking at other options. Would like to submit plans of kit home for consideration and look into those options. Referred to the planning commission for further review.

Kerry Richins- Concerned that water being turned into the state to drill wells should be going to the Town. Explained his history with well drilling and research he has done with the county and state on water rights. Shared his opinions on annexation and keeping local control in the Town and needs of the community to protect Wallsburg. Offered his well drilling services discounted to keep the water in the valley.

Scott Everson – Thanked the Town Council for adjusting the tax rates to help the Town.

Aubri Buehler – Asked for documentation showing that the existing water tank is failing. Clint Allen, survey of the valley found that the tank was inadequate for fire suppression and pressure, they advised what size it needed to be and where it should be located. Alisha O’Driscoll will get copies of the documentation and send to Aubri Buehler.

Trais Defibaugh – Requested dead end sign to cut down on unnecessary traffic in his neighborhood. Lots of cars turning around, possibly looking for the cemetery. Town will look into additional signage, Scott Larsen.

Council discussion on other dead end signs, no services sign at the turn, etc.

Mary Piscitelli – Added that speed limit signs throughout Town would be beneficial, not just the one sign at the beginning of Town. Would also benefit from law enforcement to enforce the speed limit.

5. Agenda Items:

a. Development Code Revisions – Action Item

- i. Following completion of revisions and public hearing held June 27th 2023 by the Wallsburg Town Planning commission, it is hereby recommended that the Wallsburg Town Council adopt the revisions to the Wallsburg Town Development Code. The Wallsburg Town Council reviewed and requested additional information at the Town Council meeting held July 6th, 2023 and August 10th, 2023. Pursuant to section 1.5.6 of the Wallsburg Town Development code, the Planning Commission would like to resubmit the edits to the Wallsburg Town Council for further consideration.

Lucille O’Driscoll explained the minor revisions to the development code, answered Town Council member questions.

For further details, see recording and attached revisions that were approved immediately following minutes.

Motion: Terri Eisel moves to accept the recommended revisions from the Planning Commission as they apply to Town building code in regards to ridgeline, slope, building height- to include definition of ridgeline, exposed face, specification of ridgeline, removal of 5.2.3.9 second sentence, adding applicable dates to 5.3.8

Second: Justin Carlile Vote: Unanimous

Approved revisions, draft in process of the development code will be added to the Town website

b. Fee Schedule – Action Item

- i. Adopt resolution to accept new fee schedule.

Town Council members started to discuss revisions to the current fee schedule in light of a few things that have recently come up. Discussed addition of GRAMA request fee, official government record requests, to cover expenses and time incurred. Referred to Utah State code recommendations, requirements. Proposed standard fee \$25-\$35 for first hour and 25 pages. Additional charges after that. Started to discuss cemetery fees, proposing different cemetery plot fees for Town Resident, Valley Resident, Non Resident. Debated back and forth on how to determine out of Town resident, etc. After further discussion and going back and forth on several items, it was decided that the fee schedule revisions are not complete enough to adopt at this time, will continue to work on revisions and adopt at the next meeting.

Motion: Clint Allen moves to continue discussion for fee schedule to the work meeting and decision/adoption to the next Town Council meeting. Second: Scott Larsen Vote: Unanimous

c. Homeschool Group Contract Renewal – Action Item

- i. Review information and vote to renew contract for the Homeschool group to use the Town Hall building for the 2023-2024 school year.

Reviewed changes for Homeschool Group for this school year, a few more families/kids involved but overall the same amount of days using the building, same schedule. Adjusted rate from \$100 per day to \$125 per day- was agreeable to all parties.

Motion: Scott Larsen moves to renew the homeschool group contract Second: Terri Eisel Vote: Unanimous

Will do walk through with Alisha O’Driscoll before next Tuesday when they meet again, brought up concerns of the front door.

d. Town Hall Rental Fee Reduction Request – Action Item

- i. Review application and vote on application submitted by JoAnne Smith Salt Lake Medium for reduced Town Hall building rental fee.

Reviewed fee reduction request for Salt Lake Medium. Was previously incorrectly charged \$100 per event instead of the correct \$500 rate. Request is to pay \$100 instead of \$500. Town Council deliberated back and forth, considered several different options, and ultimately determined that the events meet all of the criteria for a commercial event as outlined on the current fee schedule and should be charged the appropriate (commercial) rate.

Motion: Scott Larsen moves to charge the commercial rate for these events Second: Terri Eisel Vote: Unanimous

Alisha O’Driscoll will respond to the email request and let her know that the commercial rate will apply and she is still welcome to book the Wallsburg Town Hall for her future events.

e. Fiber Internet Grant Project Update – Information and Discussion Only

- i. Discuss status of grant project for fiber internet.

Scott Larsen, grant paperwork was submitted September 1st. Waiting for further updates to come down the road. We have received 75% of the funding, the following 25% of the funding is to come. The ISP’s are able to apply for infrastructure grants now. Goal is for fiber to the majority of the houses in the valley and relayed connections to very few. Clint Allen mentioned to be mindful of the new water tank moving forward and to make sure that is considered in the new plans.

f. Water System Improvement Project Update – Information and Discussion Only

- i. Discuss status of water system improvement project.

Clint Allen, engineers have been working. 25%-35% of planning completed. Shooting for bids to go out this fall, construction beginning this spring. Working with Alisha O’Driscoll on the financial reimbursements, paperwork behind the scenes.

g. Election Update – Information and Discussion Only

- i. Write-In Candidate deadline is September 18th, 2023. General Election is November 21st, 2023.

Alisha O’Driscoll, 2 write in candidates for Town Council, Troy Thompson and Elliott Anderson. Town needs to provide correct spelling of candidates, will make a poster or something for the Town Hall and Post Office. Town website and Facebook have been updated. Reminded of deadlines for write in candidates, general election, etc.

6. Department Reports

a. To discuss continued agenda items, assignments

- i. Buildings (Scott Larsen) - None
- ii. Roads (Scott Larsen) - None
- iii. Cemetery (Justin Carlile) - None
- iv. Park (Terri Eisel) – Work Meeting, Troy Ostler for park trail.
- v. Water (Clint Allen) - None
- vi. Mayor (Celeni Richins) – None. Will be gone for Oct Mtg
- vii. Clerk (Alisha O’Driscoll) - None

b. Call for Agenda items for September Town Council Work Meeting (Expected September 21, 2023)

Fee Schedule, Fee Waiver, Troy Ostler. Alisha O’Driscoll will have complete list.

c. Call for Agenda items for October Town Council Meeting (Expected October 5, 2023)

Fee Schedule, Water Update, Election update. Alisha O’Driscoll will have complete list. Celeni Richins will be absent, Clint Allen will run the meeting in her place.

7. Items Continued To Future Monthly Town Council Meetings

a. Cemetery Road Vacate

8. Adjourn

Motion: Scott Larsen moves to adjourn

Second: Justin Carlile

Vote: Unanimous

Time: 8:52pm

9. CLOSED SESSION to discuss personnel and/or pending or reasonably imminent litigation.

Closed session not held

**Recommended revisions of the Wallsburg Town Development Code
to the Wallsburg Town Council by the Wallsburg Town Planning Commission
APPROVED September 7, 2023**

Ridgeline: a line formed along the highest points of a mountain ridge.

-Previously submitted:

Buildings cannot exceed the ridgeline. Proof of elevations must be present during plan review for comparison of surrounding ridge(s).

-Adding For Clarification:

The highest elevation of any structure must be 10 feet below designated ridgeline elevation as determined in Wallsburg Town Ridgeline and Slopes map (SEE ATTACHMENT 1)

-Previously Submitted:

The Wallsburg Town Planning Commission reserves the right to request additional information as it pertains to the ridgelines. (Including but not limited to: site visit, additional surveys, topographical mapping, etc).

Slope

-Previously submitted:

Buildings on lots 30% slope and above will not be considered. Lots with 20%-29% slope will be considered on case-by-case basis.

-Adding For Clarification:

If the structure is on a slope that is 10% or greater, the maximum building height cannot exceed 20 feet from natural grade at any point, measuring vertically.

-Previously Submitted:

Concerns to slope, as determined by the Wallsburg Town Planning Commission, will be required to be mitigated by the property owner in regards to: water pressure, water shed, utilities, emergency access, drainage, run off, and/or any other concerns as identified.

Building Height

-Previously Approved:

5.2.1.10 Height and Building Location

No lot or parcel of land in the Residential Zones shall have a building which exceeds a height of thirty (30) feet, measured vertically from natural grade, at any point.

5.2.3.9 Height and Building Location

Building shall be limited to a height of thirty (30) feet, measured from natural grade to the highest point.

5.3.8 Building Height

Buildings in the C-1 Zone should not exceed thirty (30) feet. Any building design of over thirty (30) feet in height shall be a conditional use to ensure adequate fire protection. No building in the C-1 Zone shall exceed fifty (50) feet from the finished grade to the tallest portion of the building. (At the date this was adopted, this does not apply to any commercial land or buildings in Wallsburg Town limits).

-Adding For Clarification:

(to Chapter 5)

No structure can have an exposed face exceeding 30 feet at any point.

to Definitions)

Define exposed: not covered or hidden; visible. The building exterior wall, including the vertical distance between the soffit and the ridge of a pitched roof above it.

ATTACHMENT 1

