



SMITHFIELD CITY COUNCIL

November 8, 2023

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, November 8, 2023. The meeting began at 6:30 P.M. Mayor Kristi Monson was in the chair. The opening remarks were made by Curtis Wall.

Council Members in Attendance: Deon Hunsaker, Curtis Wall, Jon Wells

Wade Campbell arrived during the meeting.

Council Members Excused: Sue Hyer

City Staff: City Manager Justin Lewis, Fire Chief Jeff Peterson, Police Chief Travis Allen, and City Engineer Clay Bodily

Visitors: Dan Sundstrom, Bob Holbrook, Theresa Forrester, Dave Forrester, Jeff Gittins, Lynda Gittins, Merrilee Wells, Trudy Wilson, Jennie Orme, Todd Orme, Ted Stokes, Caralee Stokes, Jeff Barnes, Chris Olsen, Jasilyn & Christopher Heaps, Dianna Cannell, Shawn & Liz Kirkley, Robert Hansen, Jenn Staker, Tayli Nelson, Craig Nielson, Michael Harris, Sharon Johnson, Bob Buckley, Donya Harvey, Becky Eck, Debbie Zilles

Approval of City Council meeting minutes from October 11th & 16th, 2023.

*****A motion to approve the October 11th & 16th, 2023 City Council meeting minutes was made by Curtis, seconded by Jon and the vote was unanimous.*****

Yes Vote: Hunsaker, Wall, Wells

No Vote: None

Absent: Campbell, Hyer

Resident Input

Mayor Monson asked residents to abide by the guidelines of the code of conduct and keep comments to three minutes or less.

Ted Stokes thanked the Council for the opportunity for resident input and to promote the First Amendment at these meetings. He would like to oppose Agenda Item #9 (the request by Dan Sundstrom to rezone property from R-1-12 to R-1-10). He pointed out that when Mr. Sundstrom presented this to the public, he stated there would be (17) 10,000 square foot lots – there are (58); he said there would be (45), 11,000-12000 square foot lots, there are (33); he said there would be (6) 16,000 square foot lots, there are (3) being proposed. Of the 102 lots, only 10 of them meet R-1-12 qualifications. He thinks the Planning Commission pushed this through unanimously because it was proposed as a type of mixed R-1-12/R-1-10, but the reality is that it is “very little that”. The other thing he thinks is important to note (and he included this in his email to the Mayor and Council) is he is tired of zoning this property to “move it along in the hopes of getting something better”. There have been three (3) applications for an MPC (Master

Planned Community) development here, which were all denied. He said, “the natural person in us feels like we need to cooperate and agree to something between MPC and R-1-12”. He does not think this is the way it is supposed to be. There should not be a feeling that the City and residents have to cooperate.

Jennie Orme agreed with Mr. Stokes's comments. She does not think there are as many people in attendance tonight because when Mr. Sundstrom presented it at the Planning Commission meeting, he made it seem like it would all be fine, giving everyone the impression that he was going to make it fit the neighborhood, which it does not. The request will not fit in with the existing neighborhood.

Liz Kirkley sent an email to Wade Campbell earlier today. The public has yet to see what impact the homes will have on the water supply, roads, traffic, and schools. Smaller lots will have smaller homes, their value will be lower which will decrease the value of the existing homes in the area. The proposed zone change is not compatible with the area around it. It seems like the push to change the zoning before there are answers to the other equations seems backward. She agrees with the comments that have been expressed.

David Forrester is concerned with the items located under the bowery by the historical cabin (Agenda Item #14). Some of his family members have donated some of the items there and he is concerned about where the items will go. He would like to be contacted if they are relocated.

****Wade Campbell arrived at the meeting at 6:39 P.M.****

Caralee Stokes is opposed to Agenda Item #9 and agrees with the comments that have been expressed. She thinks the area should remain R-1-12. She hopes the Council will see it how the residents see it. It should be done properly. She spoke with Mr. Sundstrom today and felt attacked by him. She is very upset and hopes the Council will do the right thing.

Tayli Nelson is glad this was not rezoned to MPC. Her property touches this property. She loves having neighbors and is excited about getting new ones. She spoke with Mr. Sundstrom about her concerns and said he was very kind to her. The current proposal would have two (2) 10,000 SF lots in her backyard. What is being proposed does not fit with the existing neighborhood. Smaller lots are not congruent with what is there. She agrees with the previous comments and would like to see it as R-1-12.

Bob Buckley expressed appreciation for Justin Lewis and his help with a recent exchange of property at the cemetery. He purchased four (4) lots in 1976 and wanted to be relocated closer to family. Justin was very professional in helping with the process. He would like the cemetery roads (especially running north/south) improved and labeled.

Becky Eck read from an email she sent to Jon Wells earlier: *“Thank you for serving our city and community, I appreciate your willingness to keep Smithfield City beautiful and a great place to live. While I invite growth and living space to our community, I also hope*

this will be done in a way that the infrastructure can handle it as well. While driving the back road of Logan to Hyde Park I feel guilty making it kind of a highway of sorts and I don't want our area in Smithfield, up by 10th (1000 East) to become that way". She hopes planning will be inspired and researched, She enjoys neighbors and people. She has friends who live in Davis County who say that there are times when they come home and have no water. She thanked the Council for their service and for listening.

Youth Council Report

Ashley Grigg and Taya Harvey said they helped with the Treat-or-Treat Street on October 20th – there was a good turnout. They will be helping with the Fun Run in November and the Night of Giving on December first and second.

Recognition of Jasilyn Heaps for time served on the Planning Commission.

Jasilyn expressed appreciation for the last 5 ½ years she has served on the Planning Commission. It has been a huge learning opportunity and is grateful for working with such great City staff who are always helpful in connecting her with the appropriate resources. It has been a great experience and she is excited for others to be a part of such an educational experience.

The Mayor expressed appreciation for her hard work and dedication and presented Jasilyn with a clock for her years of service.

Discussion and possible approval of James Marshall as a member of the Planning Commission.

James served on the Commission many years ago and is anxious to serve again.

*****A motion to appoint James Marshall as a member of the Smithfield City Planning Commission was made by Wade, seconded by Jon and the vote was unanimous.*****

Yes Vote: Campbell, Hunsaker, Wall, Wells

No Vote: None

Absent: Hyer

Discussion and possible approval of Chris Olsen as a member of the Planning Commission.

Chris thinks it is important to try to continue and improve Smithfield into the "City that cares". He recognized a few people such as Fire Chief Jeff Peterson and City Manager Justin Lewis, who are doing a fantastic job and he hopes to emulate them.

*****A motion to appoint Chris Olsen as a member of the Smithfield City Planning Commission was made by Wade, seconded by Curtis and the vote**

was unanimous.***

Yes Vote: Campbell, Hunsaker, Wall, Wells

No Vote: None

Absent: Hyer

Audit presentation for Fiscal Year 2023, which is the period of July 1, 2022 through June 30, 2023, by representatives of Allred Jackson.

Diana Cannell, a representative from Allred Jackson P.C. presented the audit findings to the Council. She thanked City staff for all their help.

She pointed out a few highlights:

Page 23 - Total Assets - \$89,898,324, which is a \$9,400,000 increase over last year. One area of growth was fixed assets. Cash increased by five million from the previous year, which has to do with a multitude of factors such as net income in most funds, and receivables which went down.

Page 24 – Liabilities stayed constant at just over nine million dollars.

Page 29 – Governmental Funds (general fund, capital projects) revenues went down about one million dollars. Last year there were some large grants, with one that was about one million dollars from the CMPO (Cache Metropolitan Planning Organization) for road projects. Expenses also went down because the grant proceeds were expended.

Page 36 – Revenues increased approximately \$2,500,000 (operating expenses). There is a new Solid Waste Enterprise Fund added this year which had revenues of \$1,400,000. Other fund revenues also saw an increase. Service amounts increased as the population increased. Expenses increased by \$2,000,000 (operating expenses). The difference in non-operating expenses was the addition of an ARPA (American Rescue Plan Act) grant.

Page 61 – Last year operating leases on equipment had to be added as a “right of use asset”. This mirrors what for-profit companies also had to adopt. These amounts still need to be budgeted, she explained how this new component works so the staff can properly account for it in the future.

Diana noted that impact fees need to be expended within six (6) years, there are a couple of funds that are getting close to the date.

There was only one state compliance finding (Page 99) regarding compliance with the Open & Public Meetings Act. The City needs to document the reason for a closed session (executive session) when it is held. All meetings were properly handled but one.

Curtis asked if there were any red flags to be aware of? Diana said it is always good to be cautious on expenditures, government is generally held to a higher standard. It is always good to make sound decisions on what money is spent on. Having good

internal controls is also very important. She thanked Smithfield City staff for doing a good job.

Wade asked if there was anything Smithfield could do better? Diana said good communication and access to information is always best practice. The City is doing a very good job.

Justin said during the interim of hiring a new City Recorder and creating segregation of duties, there will be extra reviews until the new person is trained.

Justin thanked Diana and her staff. They have worked with the City for many years and there has always been good communication and a good relationship.

Discussion with representatives of Birch Creek Elementary regarding safety concerns on 220 North.

Principal Trudy Wilson shared safety concerns with Birch Creek Elementary's growth and increased traffic. The road in question, 220 North, is the road between the school and where the LDS Temple is being built to the west. The width of the road is quite narrow and is accessed by parents picking up and dropping off children as well as school buses. There was a lot of concern this past winter with all the snow. One of the biggest problems is parking on both sides of the road. Students crossing the street is a big concern. She would like to have parking on only one side of the road, north side, during school times.

Curtis visited the site and sent Justin some photos. He has also talked with Public Works about snow removal. The road is 60 feet wide and when vehicles are parked on both sides of the street, it does not allow much room for buses to navigate. Public Works has also expressed concern with trees, located in the park strip, that have grown out into the road. It makes it difficult to get to the sides of the street to move snow.

Principal Wilson said the church across the street allows teachers to park in their parking lot during school hours.

The Council discussed whether to paint the curb red or place signage. It was determined signage would be most effective as snow can often hide the curb. Principal Wilson confirmed that the safety committee from the school can help pass out flyers and promote education.

Police Chief Allen suggested handling the problem as they do near Sky View High School where there is signage indicating no parking Monday through Friday between 8:30 a.m. to 3:30 p.m. Principal Wilson would be fine with that solution. Justin said this would help with some of the problems, yet also let vehicles park on the street outside of school hours.

The Council agreed that adding No Parking signage on the south side of 220 North from 600 West to 800 West during the hours of 8:00 a.m. – 5:00 p.m. would be a good

idea. This might also help with snow removal as well. Signage will be added and the school agreed to trim the trees in the park strip to help with snow removal.

Continued discussion and possible vote on the request by Visionary Homes for approval of the Final Plat for The Village at Fox Meadows PUD, Phase 7, a (16) lot/unit subdivision located at approximately 600 North 770 West. Zoned R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone).

Justin said this project came before the Council last month and there was some concern about a part of the property being vacated. The City consulted with legal counsel. The amount of property, approximately 84 square feet, was considered de minimis. Legal advised that this can move forward with the addition of one additional signature block on the Final Plat with the correct wording as included in the motion below.

*****A motion to approve the request by Visionary Homes for approval of the Final Plat for The Village at Fox Meadows PUD, Phase 7, a (16) lot/unit subdivision located at approximately 600 North 770 West. Zoned R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone) with the addition of a signature block stating “*BY SIGNING AND APPROVING THIS PLAT, SMITHFIELD CITY HEREBY TRANSFERS AND CONVEYS TO THE OWNER OF LOTS 116 AND 117 THAT PORTION OF 800 WEST STREET THAT IS BEING VACATED AND REALIGNED TO BECOME PART OF LOTS 116 AND 117 SO THAT TITLE VESTS IN THE OWNER OF LOTS 116 AND 117 BY VIRTUE OF THIS PLAT*” was made by Deon, seconded by Wade and the vote was unanimous.**

Yes Vote: Campbell, Hunsaker, Wall, Wells

No Vote: None

Absent: Hyer

Discussion and possible vote on Ordinance 23-29, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from R-1-12 (Single Family Residential 12,000 Square Feet) to R-1-10 (Single Family Residential 10,000 Square Feet). The parcel is located east of 200 South 1000 East. The request was submitted by Dan Sundstrom.

Dan Sundstrom said typically when a piece of land is annexed into the City, it comes in as agricultural. The developer and/or landowner will then meet with the City to determine, based on current ordinances, what the best plan for the area would be. He originally felt that he had the support of the City to propose an MPC (Master Planned Community); however, that failed. He is now proposing an R-1-10 development which will use the same streets and roads as designed in the MPC. Dan is not a fan of large detention basins so this will be designed with sumps to handle the water. He pointed out that all the lots will be larger than 10,000 square feet. He wants to build what the market

demands, not everyone can afford large lots and large homes. He also noted that a water model and traffic impact study were both submitted and approved as part of the MPC review.

Mayor Monson asked whether all the new building lots would be developed by the same builder? Dan said he generally does not sell more than 10 lots to any one person or builder. This will not be a “box builder” situation. A purchaser can have their builder build a home.

Wade said this proposal/parcel has been one of the most controversial projects he has dealt with. He has studied this area and what is around it. He understands the resident's concerns. He would like it to fit what is existing in the area; however, he does not think R-1-10 would be much different so he does not have strong feelings for or against this proposal. He was opposed to the MPC idea.

Deon mentioned that this property is east of the canal so there is no irrigation water. Smaller lots seem to make sense as they won't use as much water. Generally, people are against growth; however, 85% of local growth is internal (own families – children, and grandchildren) and the City needs to do a better job of planning for future growth.

Wade said it can be difficult to quantify the water because people seem to be more interested in water-wise landscaping and conservation. There could be an argument made both ways with no conclusive data.

Curtis shared a recent quote from Governor Cox: *“If I could just underscore, I get asked often what the number one issue in Utah is, what's my number one issue is. I will tell you, this is it. It's number one, two, and three for me right now. It's not just an Utah issue, every state is facing this problem, but it is acute in the Mountain West. Certainly Utah, Idaho, Colorado, Arizona, we're seeing this maybe worse than other places in the country. But this will impact our ability to be prosperous as a society, it will impact our most vulnerable, it will impact the ability of our kids and grandkids to live in this state and be raised near us. Those of us from rural Utah have for generations understood the pain of having to export our children and grandchildren. All of Utah is going to start learning what it means to export your children and grandchildren if we are not incredibly serious of increasing significantly the supply of homes. I can't underscore this enough. Every mayor within the sound of my voice, every planning commission, every county commissioner, every city council, this should be your number one issue – what are you going to do, over the next year, to increase the supply of housing in your community, period. I want to know that. If you don't want state government to make you do it, then figure out how to do it. I know many of you are. I know I'm going to get yelled at by Mayor Ramsey. I just want to know. I know many of you are, but many of you are not. A lot of you are not taking this seriously. A lot of you think that this is somebody else's job to do that, that our community is different, our city is unique, our city doesn't have to act. Somebody else will do that. That's for Vineyard, right? No – no, no, no, no, no. If you care about your citizens, if you care about this state, if you care about your kids and grandkids, figure out a way to build housing quicker, figure out a way to build housing more cheaply, figure out a way to make decisions faster, figure out a way to streamline everything you want to do. You can do all of it. You can do all*

of it. You can do it the right way. You can still do it the right way. But every day it takes you longer to make a decision, that's less housing and more expensive housing. On every added requirement you put on to housing in your community, that's more expensive housing and less housing. That's how this works, all right? I'm really passionate about this, and you're not going to like me if we don't do more of this, I assure you. Probably not a great thing to say heading into an election year, but I feel very passionate about it."

Curtis said the Planning Commission voted unanimously on developing an MPC at this location, which was later denied by the City Council. This was a missed opportunity for open space and amenities. If cities do not figure out ways to handle growth, the state will begin doing it. Smithfield needs to create a better plan for future growth.

*****A motion to adopt Ordinance 23-29, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from R-1-12 (Single Family Residential 12,000 Square Feet) to R-1-10 (Single Family Residential 10,000 Square Feet) was made by Curtis, seconded by Deon and the motion FAILED by a vote of 2-3.*****

Yes Vote: Hunsaker, Wall

No Vote: Campbell, Wells, Monson

Absent: Hyer

Discussion and possible vote on Resolution 23-14, a Resolution appointing Mike Arnold as Trustee representing Richmond City, Smithfield City and Lewiston City on the Cache Valley Transit District Board of Trustees starting on January 1, 2024.

Mayor Monson said Mike Arnold, the current Smithfield City CVTD (Cache Valley Transit District) representative has agreed to serve as the Trustee representing Richmond, Smithfield, and Lewiston for another two years, after which a representative from one of those cities will be appointed. Richmond and Lewiston agree with this Resolution as presented.

*****A motion to adopt Resolution 23-14, a Resolution appointing Mike Arnold as Trustee representing Richmond City, Smithfield City, and Lewiston City on the Cache Valley Transit District Board of Trustees starting on January 1, 2024 was made by Wade, seconded by Jon and the vote was unanimous.*****

Yes Vote: Campbell, Hunsaker, Wall, Wells

No Vote: None

Absent: Hyer

Discussion on Fire Department equipment needs.

Fire Chief Jeff Peterson explained that he would like to use \$27,000 from Wildland Revenue for new thermal imaging equipment. There was a demonstration for the Council. Thermal imaging GPS tracks firefighters to increase safety. Chief Peterson said he would like to purchase the equipment by the end of the year because there is a sale where they can purchase (9), get three for free and receive a total of (12) units. There is no greater responsibility than ensuring firefighters return home at the end of their shift. This is great new cutting-edge technology. The Memphis, Tennessee Fire Department just received a grant to outfit their entire department with this new equipment.

Wade asked about warranties on this equipment. Chief Peterson said MSA is the premier supplier of equipment and although he does not have the specifics, he is confident they will be taken care of. MSA has air packs that can coordinate with these devices, they are a very forward-thinking company. The plan is to work with other local agencies for training on the equipment.

Jon asked if there are any grants to help with this type of equipment purchase? Chief Peterson said they can look into that; however, they would like to purchase these first ones with the revenue earned during wildfire deployments.

Curtis is happy to know that the department has put their revenue to good use. Chief Peterson agreed that this purchase rests solely on the hard work of the firefighters.

The Council agreed with this proposal. Justin said this adjustment will be included in the budget which will be reviewed at the next council meeting on December 5th.

Discussion and possible vote on a new sign for the entrance to the cemetery.

The Mayor said the granite slab on the cemetery has fallen off and was broken.

Jon said the previous sign had mortar used to hold the slab in. He has talked with the companies who helped with the original sign, Evolution Design and Brown Monument who did the engraving. Evolution Design estimated it would cost \$4,000 to install a new slab. There is a need to do something to smooth the existing surface (e.g., skim coat which is a thin layer of drywall joint compound that gives walls a glass-smooth finish). A new slab will not adhere to it, so something needs to be done. The previous slab was three centimeters thick; a two-centimeter slab is offered but there may be some questions with longevity.

Curtis met with the cemetery staff and determined that the original slab was not set in well. He has researched polymer stucco (made from acrylic resins, polymers, and sand, and resembles a thin glue or a high-quality paint in consistency) that can be put on once the surface is skim coated. Although warm weather is required, they can use a tent and heater if it needs to be done sooner. He has also met with Sign Pro

and Metal Vision on different types of design and lettering. Most of the estimates he received were approximately \$2,500 but the end cost would be based on the design. Metal Vision can cut out lettering in stainless metal or brushed aluminum. Metal may work better and be more durable than granite.

Mayor Monson would like to meet with Metal Vision to see what they can do. She is very concerned that the sign look classy. She asked for time to do some research and that this discussion be continued to the next meeting. Curtis mentioned that he would like to see a decision made before his term ends at the end of December.

Curtis answered for Mr. Buckley (who voiced his concern during public comment) that the roads at the cemetery have been, and will continue to be, improved.

Discussion and possible vote on amendments to the Employee Personnel Manual of the City.

Justin reviewed and explained the three proposed changes:

- *PTO shall be taken in quarter (1/4) hour increments and will be reduced from the PTO account by pay period. This would be a benefit for employees with no cost to the City. It would be PTO already accrued by an employee.*
- *Holiday Schedule – Juneteenth – July 19th or when recognized year to year.*
- *Dress & Hygiene Standards – 4. Tattoos that are distracting or contain offensive words, messages, slogans, or pictures, including but not limited to those displaying nudity, sexual acts, gender, race, religion, disability, or national origin, and/or may be perceived to be gang-related shall be covered and/or not visible while on duty.*
 - a. *If questionable or inappropriate tattoos are displayed, the respective Department Head or Supervisor has the right to advise the employee to cover the tattoo immediately and for all future time on the job or to go home and change his/her attire immediately as appropriate. Employees will not be paid for missed work under these circumstances but may be allowed to use PTO (Personal Time Off), if applicable. Repeated offenders may be subject to possible termination.*

Curtis asked about the intention of the tattoo policy, whether it could be inferred differently, and whether it would be included in job applications. Justin said it would become part of the personnel manual and hiring policy.

*****A motion to approve amendments to the Employee Personnel Manual of the City was made by Wade, seconded by Curtis and the vote was unanimous.*****

Yes Vote: Campbell, Hunsaker, Wall, Wells

No Vote: None

Absent: Hyer

Discussion on items located under the bowery behind the historical cabin.

Mayor Monson mentioned that the bowery located behind the historical cabin has become an eyesore with items such as dumped branches, and weeds. Some of the artifacts in the bowery are not adequately protected from the elements and are showing signs of deterioration. She would like to see the appearance of the area improved. She has talked with Brett Daniels, Recreation Center Director, about possible uses for the pavilion. She and Sharon Johnson from the Historical Society have gone out and looked at what is there. Some of the items may be salvageable. She would like to form a committee, including a City Council member and a Historical Committee member to assess what should be saved and what should be removed to clean the area up.

Jeff Gittins answered questions about where some of the items came from, what might be fixable, and how to better protect the area. He suggested putting up a solid wall or vinyl fence on the north side to help protect items from the elements. Jeff will work with Jon and go through the policy/procedure to determine how to move forward.

City Manager Report

- Lieutenant Gary Bunce from the Police Department is working over (30) hours each week working on GRAMA requests. The City would like to reallocate funds to hire a part-time, non-benefitted person to perform this task and help with the front office. Police Chief Travis Allen explained that they gave up a police department secretary position in 2018 to hire another police officer. Since then, the City has been inundated with record requests and there is a need to hire someone so officers can concentrate on other duties. The Council agreed to allocate funding for this position in the budget adjustments on December 5th.
- 600 West sewer project – all of the piping has been installed. Clean-up is all that is left and will be based on the weather (as to when the field will be repaired) and the fence will be installed. An additional \$18,000 was authorized out of the current budget for 180 feet of additional piping which was upsized.
- A reminder that the election day has been changed to November 21st (due to a special election in Congressional District 2 to replace Representative Chris Stewart, who resigned). Three council seats are up to be filled. The final results will be posted on Friday, December 1st, and certified at the city council meeting on Tuesday, December 5th.
- The Central Park well project is finishing up and the well will be tested by the end of the month. This project was funded by ARPA (America Rescue Plan Act) funds.
- One of the focuses this year will be improving the quality of all the parks in the City. He is working with the Parks staff to come up with a plan.

- There is an estimate of \$500,000 to finish improving the rest of the cemetery roads. There is currently \$750,000 saved in the Local Road Tax account. Justin would like to know if the Council agrees with using some of that funding for this project. The roads will have to be dug out and replaced with road base. Although many road projects need to be done, the staff feels like this is a good plan. The Council agreed this would be a good project to proceed with and reallocate funds to do so. This change will be included in the December 5th budget adjustments.
- A request was made to allocate engineering funds to re-design the 100-year-old spring line that is currently feeding the City water from up Smithfield Canyon. Staff feels that this is one of the most important projects there is in the city at this time. If this line goes down, it will be a huge problem. The Mayor agrees that this is an important issue. Justin said the new well will go online at the end of the month, currently, it will only be used as needed. Wells are generally used when the demand increases and they are necessary. Variable frequency drives are being installed on the Birch Creek, Central Park and Forrester Acres wells to be able to better control demands/flows.
- COG (Council of Governments) road projects are approved annually. Smithfield did not submit for funding this year. The idea is to submit for a roundabout at 300 South 1000 East as roundabouts are a high priority for COG and they have approved several recently. There is a high probability that this project could be approved; however, to apply engineering drawings have to be 90% complete. Mayor Monson agreed that these types of projects need to be “shovel-ready” once approved. Jon asked if COG helps with land acquisition. Clay said they do help with property acquisition. There was a property acquisition with the 250 East 600 South roundabout. Wade asked how much this project might cost? Justin said it would likely be about \$1,000,000 based on other local projects of similar size and their cost. He can look at different options and include this as a possible adjustment in the budget.
- There are currently less than (300) cemetery plots available to purchase. There has been a design for expanding the cemetery to the east. This would include a cremation only section on the north end and the rest designed for inground flat headstones only. With this plan, the City would gain 3,045 burial plots and 1,350 cremation spots. The approximate cost of the project is \$900,000-\$950,000. The difficult component is that the return on investment will take decades. The Council needs to begin deciding what needs to be done moving forward. Even if the project is done over two phases, the initial cost will be at least 75% of the total because of how the roads are laid out. Based on the current price of burials, over time it will bring in \$2,000,000 in revenue over many decades. If nothing is going to be done, the Council should consider only selling plots to residents because there is only a finite amount left. Wade asked about burying people two deep. Justin is concerned about the depth and how that would be handled with current vaults, he will have to do more research into that option. Going forward this is an idea that can be considered.

- Justin thanked this year's candidates for following all the rules with election signs, there have been very few problems compared to previous years.

Mayor and City Council Reports

Deon said the Lions Club recently held their District Convention with a diabetes walk and food drive which were all successful. There will be a blood drive on December 18th. The Library Open House was a very nice event.

Jon said the Douglass Mercantile Building renovation project is progressing.

Curtis recently met with BRAG (Bear River Association of Governments) about the CDBG (Community Development Block Grant). He has the information and would like to meet with Sharon Johnson about applying for improvements to the Senior Center. A public hearing will have to be held on December 5th to announce that Smithfield will be applying for funding. All three companies he spoke with earlier will be honoring their bids for this project. The upcoming Night of Giving hosted by the Smithfield Chamber of Commerce in December is always a great event. Tickets are selling quickly but can be purchased at Lee's Marketplace or directly from the chamber. Last year \$39,000 was raised to help families in need for the holidays.

Wade said the Library Open House was well attended.

Mayor Monson said the Trick-or-Treat Street was well attended. The Fire Department did a very fun pumpkin drop. Each department will do its own holiday lunch or dinner, she encouraged Council members to attend some as they can. She would also like to have a Christmas dinner for Council members and spouses. She will send out possible dates. Twenty-four applicants applied for the City Recorder position; they will be reviewed beginning tomorrow.

**** Wade made a motion to adjourn at 9:25 P.M. ****

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Justin B. Lewis, City Recorder



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT
84335 AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, November 8, 2023**. The meeting will begin at 6:30 PM.

Welcome/pledge of allegiance and thought/prayer by Curtis Wall.

1. Approval of the city council meeting minutes from October 4, 11 and 16, 2023.
2. Resident Input
3. Recognition of Jasilyn Heaps for time served on the Planning Commission.
4. Discussion and possible approval of James Marshall as a member of the Planning Commission.
5. Discussion and possible approval of Chris Olsen as a member of the Planning Commission.
6. Audit presentation for Fiscal Year 2023, which is the period of July 1, 2022 through June 30, 2023, by representatives of Allred Jackson.
7. Discussion with representatives of Birch Creek Elementary regarding safety concerns on 220 North.
8. Continued discussion and possible vote on the request by Visionary Homes for approval of the Final Plat for The Village at Fox Meadows PUD, Phase 7, a (16) lot/unit subdivision located at approximately 600 North 770 West. Zoned R-1-10 PUD (Single Family Residential 10,000 Square Feet Planned Unit Development Overlay Zone).
9. Discussion and possible vote on Ordinance 23-29, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from R-1-12 (Single Family Residential 12,000 Square Feet) to R-1-10 (Single Family Residential 10,000 Square Feet). The parcel is located east of 200 South 1000 East. The request was submitted by Dan Sundstrom.
10. Discussion and possible vote on Resolution 23-14, a Resolution appointing Mike Arnold as Trustee representing Richmond City, Smithfield City and Lewiston City on the Cache Valley Transit District Board of Trustees starting on January 1, 2024.
11. Discussion on fire department equipment needs.
12. Discussion and possible vote on a new sign at the entrance to the cemetery.
13. Discussion and possible vote on amendments to the Employee Personnel Manual of the City.
14. Discussion on items located under the bowery behind the historical cabin.
15. City Manager Report

16. Council Member and Mayor Reports

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least three (3) days before the date of the meeting.