

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

November 7, 2023
7:00 P.M.

Town Council Meeting held at the Clarkston Town Hall, 50 South Main, Clarkston, UT

Attendance: Mayor N. Craig Hidalgo

Councilmembers: Dan Smith, McCall Stephensen,
Myhind Fawcett, Shaun Kurek

Town Clerk: Kristi Hidalgo

Public Attendance: There was no public attendance at this meeting.

1. CALL TO ORDER

Mayor Hidalgo called the Clarkston Town Council to order at 7:00 p.m. Councilmember D. Smith led the Pledge of Allegiance and offered Reverence to begin the meeting.

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held October 17, 2023. Councilmember M. Fawcett motioned for the Clarkston Town Council to approve and adopt the minutes of October 17, 2023. Councilmember S. Kurek seconded the motion. All in favor "Aye" Motion Carried.

2. BUSINESS

Resolution 23-10 "A Resolution Appointing an Emergency Manager for the Town of Clarkston, County of Cache, State of Utah" - Mayor Hidalgo asked if there was any discussion by the Council prior to passing the resolution. There was none. Mayor Hidalgo read the resolution and asked for a motion to adopt Resolution 23-10. Councilmember S. Kurek motioned for the Council to approve and adopt Resolution 23-10. Councilmember D. Smith seconded the motion.

Roll Call Vote:

Mayor Hidalgo	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember D. Smith	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember M. Fawcett	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember M. Stephensen	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember S. Kurek	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent

Green Waste – Mayor Hidalgo reported that the Cache Waste Consortium(CWC) held a meeting with Waste Management (WM) to discuss green waste options. The cities that were already utilizing residential green waste containers with Logan Environmental are going to keep offering that service to their residents. The municipalities that don't have residential green waste containers asked WM to discuss what green waste options are available to them. Mayor Hidalgo expressed that he is extremely discouraged with the

cost of the roll of bin which is \$335 per dump plus any facility tipping fee. Other mayors expressed the same thing. WM said that they would go back and look at it and see if they could come back with a package that the municipalities could work with. Mayor Hidalgo stated that the Council needed to decide if the town wants to provide for green waste in the future. Mayor Hidalgo stated that his personal preference is to provide green waste dumpsters in the spring and fall only. Mayor Hidalgo suggested putting out a public opinion survey to determine what Clarkston residents would like to have for green waste. Councilmember M. Fawcett stated that the cost should be included on the survey. People may want the green waste dumpsters but may not be willing to pay what it will cost to have them. Mayor Hidalgo stated that he is certain that residents will want the green waste dumpster because they are used all the time. WM highly recommends that green waste dumpster are monitored to help alleviate costs associated with improper items being put in the dumpster so a camera would need to be installed to monitor what is being put in the dumpster. Mayor Hidalgo reiterated that the Council needs to decide what would be most cost effective for the community and have something in place by the end of this year for next summer. Mayor Hidalgo feels that it would be best to have dumpsters brought in for a spring and fall cleanup and then leave it up to residents to take care of their own green waste the rest of the time. Mayor Hidalgo will prepare a Green Waste Survey to be disseminated to residents.

3. DEPARTMENTS

Mayor Hidalgo – Local Administrative Advisor Program – The Local Administrative Advisor (LAA) program will provide administrative support to cities and towns in Utah with limited administrative staff. Assistance will be available statewide with resources and staff based centrally at the Utah League of Cities and Towns(ULCT) and regionally at the Associations of Governments (AOGs) on a limited basis.

LAA will provide a variety of assistance including:

- Facilitating compliance with state code
- Crafting ordinances and plans
- Preparing budgets
- Promoting leadership training

ULCT is working collaboratively with:

- AOGs
- Governor's Office of Planning and Budget
- Utah State Legislature
- Utah City. County Management Association

Program funding was available July 1, 2023.

Mayor Hidalgo stated that Brian Carver from the Bear River Association of Governments (BRAG) would be attending the next Town Council Meeting to be held December 5,

2023 to discuss the program and to determine the specific critical needs of the town. Mayor Hidalgo feels that the LAA Program would be a good resource for seeking and writing grants for needed projects. Mayor Hidalgo asked the Council to think about what the critical needs of the community are and how the LAA program could assist the town with them.

Councilmember M. Fawcett - Planning and Zoning – Councilmember M. Fawcett stated that the next Planning Commission Meeting would be held November 8, 2023. The Planning Commission will be discussing and finalizing the Minor Subdivision Ordinance.

Councilmember D. Smith – Road Department – Councilmember D. Smith reported that he had copies of all the road repairs that have been done from 2012 to 2023. The Town Clerk Kristi Hidalgo will make copies and put them in a file to keep on record for future reference. Councilmember D. Smith said he is still working on the Clarkston Town Five-Year Road Plan and will have it done soon.

Councilmember M. Stephensen - October Warrant List – Councilmember M. Stephensen presented the Warrant List for October 2023. Councilmember S. Kurek referenced page 2 of the Warrant List and stated that the \$1,886.49 cemetery asphalt repair expense had been charged to the Roads Department and it should have been charged to the Cemetery Department. Mayor Hidalgo agreed. Councilmember M. Fawcett motioned for the Clarkston Town Council to approve the Warrant List with the aforementioned amendment. Councilmember S. Kurek seconded the motion. All in favor “Aye.” Motion carried

Youth Council – Councilmember M. Stephensen reported that the Youth Council had voted in Hayden Atkinson as the new Clarkston Town Youth Council Mayor. The youth council members have been assigned to an event throughout the year and are accepting applications for additional members to fill the activity committees. Youth Council Applications will be accepted through November 30, 2023. Applicants will attend the December Town Council Meeting, to be held December 5, 2023, to explain why they want to be a part of the youth council and for Council approval.

Citizen Advisory Committee – Councilmember M. Stephensen said that the Citizen Advisory Committee Meeting is still waiting for pickle ball court bids from two companies. They have received one bid on the project so far.

Councilmember S. Kurek – Emergency Management – Councilmember S. Kurek reported that Jordan Oliver, Clarkston Town Emergency Manager, and himself had been working on the Clarkston Town Emergency Plan.

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday December 5, 2023 at 7:00 pm.

5. ADJOURN

There being no further business to come before the Council, Councilmember M. Stephensen motioned that the Clarkston Town Council Meeting adjourn. Councilmember D. Smith seconded the motion. All members present voted "Aye." Motion carried. The meeting adjourned at 7:30 pm.

Kristi Hidalgo
Town Clerk



**CLARKSTON TOWN
RESOLUTION 23-10**

**A RESOLUTION APPOINTING AN EMERGENCY MANAGER
FOR THE TOWN OF CLARKSTON, COUNTY OF CACHE, STATE
OF UTAH.**

WHEREAS, the Town of Clarkston, Utah, has an open position
for an Emergency Manager;

NOW THEREFORE BE IT RESOLVED by the Mayor of Clarkston with
the advice and consent of the Clarkston Town Council, that the
following individual be appointed as the Emergency Manager.

Jordan Oliver

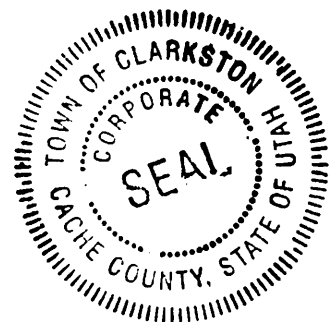
Adopted and effective this day by motion from Councilmember S.
Kurek and seconded by Councilmember D. Smith.

Dated this 7th day of November, 2023

N. Craig Hidalgo
MAYOR

ATTEST:

Kristi Hidalgo
CLERK



Roll Call Vote:

Mayor Hidalgo	<u>X</u> Aye	___ No	___ Abstain	___ Absent
Councilmember D. Smith	<u>X</u> Aye	___ No	___ Abstain	___ Absent
Councilmember M. Fawcett	<u>X</u> Aye	___ No	___ Abstain	___ Absent
Councilmember M. Stephensen	<u>X</u> Aye	___ No	___ Abstain	___ Absent
Councilmember S. Kurek	<u>X</u> Aye	___ No	___ Abstain	___ Absent

Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
COURT							
10-42-220 PROSECUTOR							
184	OLSON & HOGGAN, PC	209806	CRIMINAL PROSECUTION SER	09/30/2023	14.00	14.00	10/23/2023
Total COURT:					14.00	14.00	
ADMINISTRATION							
10-44-210 INSURANCE							
215	UTAH LOCAL GOVERNMENTS T	1609734	PROPERTY - SKID STEER SWE	10/12/2023	10.71	10.71	10/23/2023
10-44-220 MILEAGE							
440	KRISTI HIDALGO	102323	Mileage	10/23/2023	114.62	114.62	10/23/2023
10-44-240 OFFICE SUPPLIES & EXPENSE							
902	COAST TO COAST	A2568612	PRINTER TONER	07/31/2023	319.98	319.98	10/03/2023
869	ELAN FINANCIAL SERVICES	100223	STAMPED ENVELOPES	08/23/2023	1,000.00	1,000.00	10/03/2023
869	ELAN FINANCIAL SERVICES	100223	OFFICE SUPPLIES	08/23/2023	16.44	16.44	10/03/2023
10-44-270 UTILITIES							
657	ALLTECH	A6310	PHONE SERVICE - TOWN HALL	10/11/2023	36.48	36.48	10/23/2023
246	COMCAST	100223	INTERNET	09/22/2023	73.09	73.09	10/03/2023
189	DOMINION ENERGY	100223	UTILITIES	09/26/2023	10.99	10.99	10/03/2023
10-44-280 PLANNING & ZONING							
625	CORY ORVIN	102323	RESIDENTIAL BOND REFUND	10/23/2023	500.00	500.00	10/23/2023
717	DARRIN MICHAELIS	100223	BUILDING PERMIT BOND REFU	10/02/2023	3,000.00	3,000.00	10/03/2023
680	HYDE PARK CITY	CL2023-03	BUILDING INSPECTIONS	10/11/2023	5,218.84	5,218.84	10/23/2023
865	MYLIND FAWCETT	102323	BOND REFUND	10/23/2023	1,000.00	1,000.00	10/23/2023
413	STATE OF UTAH	100223	BUILDING PERMIT FEE SURCH	10/02/2023	55.18	55.18	10/03/2023
909	THELMA ARNOLD	102323	BOND REFUND	10/04/2023	500.00	500.00	10/23/2023
10-44-300 SUBDIVISION EXPENSES							
910	DRIVE BY SIGN COMPANY	127	STREET SIGNS - WILLIS ACRE	10/04/2023	1,247.26	1,247.26	10/23/2023
10-44-305 LEGAL/PROFESSIONAL							
184	OLSON & HOGGAN, PC	210183	LEGAL SERVICES- MISC.	09/30/2023	105.00	105.00	10/23/2023
10-44-320 E911 FEES							
685	LOGAN CITY	102323	911 FEE	10/18/2023	834.00	834.00	10/23/2023
10-44-330 SANITATION COLLECTION FEES							
685	LOGAN CITY	102323	SANITATION	10/18/2023	2,533.52	2,533.52	10/23/2023
876	T & S ADVANCED WASTE	1089	GREEN WASTE DUMPSTER	09/14/2023	400.00	400.00	10/03/2023
876	T & S ADVANCED WASTE	1143	GREEN WASTE DUMPSTER	10/05/2023	400.00	400.00	10/23/2023
Total ADMINISTRATION:					17,376.11	17,376.11	
LAW ENFORCEMENT							
10-51-390 ANIMAL CONTROL							
869	ELAN FINANCIAL SERVICES	100223	DOG LICENSE SUPPLIES	08/23/2023	368.19	368.19	10/03/2023
Total LAW ENFORCEMENT:					368.19	368.19	
FIRE & RESCUE							
10-53-270 FUEL/OIL & UTILITIES							
657	ALLTECH	A6310	PHONE SERVICE - FIRE DEPT.	10/11/2023	36.48	36.48	10/23/2023
246	COMCAST	100223	INTERNET	09/22/2023	73.10	73.10	10/03/2023
189	DOMINION ENERGY	100223	UTILITIES	09/26/2023	12.00	12.00	10/03/2023
234	R. L. MILLER ENTERPRISES IN	9251	Fuel Usage	09/27/2023	100.19	100.19	10/23/2023
234	R. L. MILLER ENTERPRISES IN	9252	Fuel Usage	09/27/2023	16.04	16.04	10/23/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FIRE & RESCUE:					237.81	237.81	
ROADS & STREETS DEPARTMENT							
10-60-250 EQUIPMENT - SUPPLY/MAINT							
910	DRIVE BY SIGN COMPANY	127	STREET SIGNS	10/04/2023	577.86	577.86	10/23/2023
203	SQUARE ONE PRINTING	428286	MISC.	09/27/2023	3.00	3.00	10/03/2023
10-60-255 FUEL & OIL							
189	DOMINION ENERGY	100223	UTILITIES	09/26/2023	7.20	7.20	10/03/2023
10-60-350 CONTRACT SERVICES							
869	ELAN FINANCIAL SERVICES	100223	ROAD SIGNS	08/23/2023	841.00	841.00	10/03/2023
10-60-730 ROAD IMPROVEMENTS							
901	CACHE COUNTY PUBLIC WORK	6866	CHIP SEAL ROADS	10/12/2023	53,400.00	53,400.00	10/23/2023
175	LOWES	999395	ASPHALT REPAIR-CEMETERY	08/15/2023	1,866.49	1,866.49	10/03/2023
Total ROADS & STREETS DEPARTMENT:					56,695.55	56,695.55	
PARKS & RECREATION							
10-70-250 PARK GENERAL							
734	ORACIO ESCARENO	069440	TILLING BALL DIAMOND	10/14/2023	120.00	120.00	10/23/2023
10-70-480 NATIONAL NIGHT OUT							
869	ELAN FINANCIAL SERVICES	100223	NATIONAL NIGHT OUT	08/23/2023	251.03	251.03	10/03/2023
10-70-800 CONTRACT SERVICES - MOWING							
848	DISTINCTIVE LANDSCAPE	5943	LAWN CARE	09/19/2023	1,260.00	1,260.00	10/03/2023
10-70-820 CIVIC CENTER UTILITIES							
189	DOMINION ENERGY	100223	UTILITIES	09/26/2023	14.86	14.86	10/03/2023
Total PARKS & RECREATION:					1,645.89	1,645.89	
Total GENERAL FUND:					76,337.55	76,337.55	
WATER FUND							
WATER DEPARTMENT							
51-81-240 OFFICE SUPPLIES & EXPENSE							
902	COAST TO COAST	A2568612	PRINTER TONER	07/31/2023	319.98	319.98	10/03/2023
894	DIVISION OF WATER RIGHTS	100223	REQUEST FOR WATER RIGHT	10/02/2023	150.00	150.00	10/03/2023
869	ELAN FINANCIAL SERVICES	100223	STAMPED ENVELOPES	08/23/2023	1,010.95	1,010.95	10/03/2023
869	ELAN FINANCIAL SERVICES	100223	CERTIFIED MAILINGS	08/23/2023	9.08	9.08	10/03/2023
869	ELAN FINANCIAL SERVICES	100223	OFFICE SUPPLIES	08/23/2023	16.44	16.44	10/03/2023
908	UTAH HEAT PROGRAM	5181240	HEAT PROGRAM FUNDING RET	10/02/2023	354.00	354.00	10/03/2023
911	XPRESS SIGNING SERVICES	1086	NOTARIZATION OF YOUNG BR	10/04/2023	75.00	75.00	10/23/2023
51-81-250 WATER DEPT EQUIP-SUPPLY/MAINT							
869	ELAN FINANCIAL SERVICES	100223	WATER DEPT. SUPPLIES	08/23/2023	240.05	240.05	10/03/2023
51-81-350 CONTRACT SERVICES							
207	SUNRISE ENGINEERING, INC.	0137675	WATER RIGHT EXTENSION	10/10/2023	178.50	178.50	10/23/2023
51-81-370 WATER SAMPLING							
114	BEAR RIVER HEALTH DEPT.	233262	WATER SAMPLING	09/22/2023	80.00	80.00	10/03/2023
129	CHEMTECH-FORD, INC.	2311786	SAMPLE	10/02/2023	275.00	275.00	10/03/2023
Total WATER DEPARTMENT:					2,709.00	2,709.00	
Total WATER FUND:					2,709.00	2,709.00	
PERPETUAL CARE FUND							
PERPETUAL CARE DEPARTMENT							
71-40-710 MAINTENANCE							
855	JEREMY HIDALGO	102323	MILEAGE	10/23/2023	16.37	16.37	10/23/2023
201	SMITHFIELD IMPLEMENT	2309-052291	MUCK BOOTS	09/21/2023	127.99	127.99	10/23/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
203	SQUARE ONE PRINTING	429286	MISC.	10/17/2023	4.31	4.31	10/23/2023
Total PERPETUAL CARE DEPARTMENT:					148.67	148.67	
Total PERPETUAL CARE FUND:					148.67	148.67	
Grand Totals:					79,195.22	79,195.22	

Dated: 7 Nov 2023Mayor: N. Craig HidalgoCity Council: [Signature][Signature]City Recorder: Kristi Hidalgo

Report Criteria:

Invoices with totals above \$0.00 included.
Only paid invoices included.