

THE STATE OF UTAH
COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council
In and For Said City
February 13, 2024

Minutes of the Richfield City Council meeting held on Tuesday, February 13, 2024, 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
5. EXPENDITURES
6. OTHER BUSINESS
7. EXECUTIVE SESSION
8. RECONVENE & ADJOURN

- 1
- 2 1. OPENING REMARKS were offered by Police Chief Trent Lloyd.
- 3
- 4 2. PLEDGE OF ALLEGIANCE was led by Councilman Brayden Gardner.
- 5
- 6 3. ROLL CALL. **Present:** Bryan Burrows (not voting), Brayden Gardner, Kip
7 Hansen, Elaine Street, Kendrick Thomas, Tanner Thompson, Michele Jolley (not
8 voting), Tyson Hansen (not voting).
- 9
- 10 4. MINUTES APPROVED. The Council reviewed the minutes of the meetings
11 held on January 9 and January 23, 2024. **Action:** Approve. **Motion:** Approve the
12 minutes of Jan. 9 and 23. **Moved by** Kendrick Thomas, **Seconded by** Elaine
13 Street. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:**
14 Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.
15
- 16 5. EXPENDITURES APPROVED. The Council reviewed the January 2024
17 Warrant Register. Mayor Burrows asked about one item on page 13 of the
18 warrant register a Christmas display at the City Park. City Manager Jolley said
19 the charge was for a decoration that was used on the park that needed to be
20 replaced. It was ordered in June, but wasn't received until it was too late for the
21 holiday. **Motion:** Approve the warrant register for January 2024. **Action:** Approve.
22 **Moved by** Kip Hansen, **Seconded by** Brayden Gardner. **Vote:** Motion carried by

1 department, but Mr. Conder doesn't have an office. He thought it would
2 be mutually beneficial to work out of the visitors center during the winter
3 months. He stated that he would run the visitors center's day to day
4 operations, while utilizing the office space for his state job. Conder said
5 the only thing he would need from the city is Internet access, and he also
6 wondered if there were cost concerns about heating the building in the
7 winter.

8
9 Councilwoman Street said one thing the visitor's center needs is additional
10 shelving. She said having Conder's office there would be a good meld.
11 Mr. Conder stated that the state was going to help the county with a
12 fence project, but it had already been completed, which means some
13 funds are available. Councilman Thomas asked what the duration would
14 be. Mr. Conder would need the office November thru April paid crew for
15 five years. Mr. Conder said his crew would be working with the Forest
16 Service, BLM, State Parks, county, city and any volunteer organizations
17 that have any trail needs free of charge. Councilman Hansen said he felt
18 that it would be a good fit with Sevier County's branding of Trail Country.
19 He said he doesn't see a downside to it, and it's a great example of
20 public entities working together. City Recreation Director Brady Edwards
21 said if the Internet is upgraded at the visitor's center, it would also benefit
22 city hosted events at its pump track.

23
24 Mr. Conder asked how the visitor center is staffed in the off-season when
25 he plans to use the office. Councilman Street said it depends on the
26 traffic, but it's generally staffed from April 1 to October 31. She also
27 encouraged anyone with an interest to considered volunteering at the
28 center.

29
30 Mr. Conder's crew would be seasonal, and from May through October,
31 he'd be based at the county road shed. Mayor Burrows said the area bike
32 trails have been a good example of cooperation across government
33 entities working well.

34
35 Councilman Hansen asked what the state would offer for rent. Mr. Conder
36 said he was hoping his rent would be covered by the in-kind donation of
37 him running the visitor center in the winter months.

38
39 Councilman Gardner asked if the city would have to put this proposal out
40 for bid, which it doesn't. Mayor Burrows asked about liability insurance.
41 City Manager Jolley said if he's considered a volunteer, he would be
42 covered by the city's current insurance policy. Councilman Hansen said
43 as long as the insurance company and city attorney has no issues with it,
44 the city has a lot to gain.

1
2 One of the references provided, Valley Implement - a large agriculture
3 and irrigation company – provided an extremely positive review of
4 Advanced and its boring subcontractor. Valley has worked with
5 Advanced several times, boring underneath rail tracks.
6

7 Logan City has also provided a very positive reference. Advanced had
8 executed a sewer bore for Logan City where a 2 percent slope was
9 critical to the project's functionality. Advanced was able to maintain the
10 correct slope.
11

12 A letter detailing the company's experience, as well as the experience of
13 key personnel was also provided. Of those included in the letter that have
14 been followed up on, they have all checked out well.
15

16 Councilman Hansen asked if there were any issues with projects not being
17 completed on time. Mr. Vercimak said if there were those types of issues,
18 they would have come out considering the amount the contractor had
19 been utilized by the references.
20

21 Councilman Gardner asked if the sub that is doing the boring was
22 included as part of the bid of any of the other general contractors. Mr.
23 Vercimak said no, although the bids submitted by the second and third
24 place bidders did use the same driller, which would be six to eight weeks
25 out. Advanced is ready to start as soon as the paperwork is complete.
26 City manager Jolley said Newman Construction is almost exclusively a
27 boring company. Some of the contractors tried to get a bid from
28 Newman's, but they were so far out they decided to submit their own to
29 the city. They provided a price of \$280,000 for the bore. Carsen DeMille is
30 confident that the boring price is realistic.
31

32 Mayor Burrows said Newmans is utilized by the company he works for and
33 they do a good job. He asked if the lower bid of \$465,505 lowers the city's
34 match. If the project does indeed come in at the bid amount, it would
35 lower the match – 20 percent of the total.
36

37 Councilman Thomas asked about the \$600,000 grant the city acquired for
38 the project and how it could be spent. It would have to be spent on the
39 project for which it was approved.

40 One option would be to expand the width of the bore, but all the studies
41 said six inches would work. Due to the grade involved, a larger line may
42 actually not work as well, according to project developer Henry Barlow.
43

1 zone. Peterson said the commission would also talk about a limitation for
2 RM-11 so that it doesn't become an ever-growing area in the City.

- 3
4 f. CONSIDER APPROVING THE NOWERS SUBDIVISION AMENDMENT
5 AFFECTING PARCELS 1-7A-5, 1-7A-6, 1-7A-9, 1-8A-19, 1-8A-5, 1-8A-75, AND
6 1-8A-7 AS RECOMMENDED BY THE PLANNING COMMISSION. Councilman
7 Garder declared a conflict. Gardner presented on behalf of the property
8 owner. It's a handful of odd parcels, so the idea is to clean up the
9 boundaries turn it into usable parcels. There was a question about access to
10 parcel 7, but there is access off from Cove View Road and it is under
11 contract with Jorgensens, so it could also be accessed through their
12 property. It's essentially creating a giant U around the Jorgensen property.
13 The zone change will be addressed at a later date.

14
15 Councilman Thomas asked if all the Jorgensen property would be
16 combined into one property. Gardner said he is not at liberty to discuss
17 the specific plans of the Jorgensens, but there is a need for another
18 building for their businesses.

19
20 **Motion:** Approve the plate amendment as presented by Councilman
21 Gardner. **Action:** Approved. **Moved by** Tanner Thompson. **Seconded by**
22 Kip Hansen.

23 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:**
24 Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner
25 Thompson.

- 26
27 g. CONSIDER APPROVING A DRIVE-THRU AT THE OLD PIZZA HUT BUILDING. The
28 addition is to make the building more marketable at this point. **Motion:**
29 Approve the proposed drive-through addition at the former Pizza Hut.
30 **Action:** Approve. **Moved by** Elaine Street, **Seconded by** Brayden Gardner.
31 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
32 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner
33 Thompson.

- 34
35 h. REVIEW AND DISCUSS A COOPERATIVE USE AGREEMENT WITH SNOW
36 COLLEGE, SEVIER SCHOOL DISTRICT, RICHFIELD BASEBALL AND RICHFIELD
37 CITY. This is an agreement spelling out which entity is responsible for what
38 at the ball fields located on the Snow Richfield campus.
39 City Manager Jolley said she and Parks and Recreation Director Brady
40 Edwards feel the proposed agreement is a good place for the city to be
41 in. Richfield's Babe Ruth Baseball has taken on some additional
42 responsibility.
43

1
2 Councilman Hansen said he would like to see someone at the district
3 office level of the school district participate in the discussion of who plays
4 which roles at the field. Hansen said maybe the old agreement that has
5 never been renewed may have made sense at the time, but it needs to
6 be readdressed with the district.

7
8 The agreement between the district and the city for reciprocal use of
9 facilities only applies to the city's facilities, according to Jolley. The
10 baseball fields do not belong to the city.

11
12 Mayor Burrows said for now, the focus needs to be on the agreement for
13 the ball fields. He said the city is the only entity in the county with an
14 interlocal agreement with the school district that is providing services.

15
16 i. CONSIDER APPROVING THE MUNICIPAL WASTEWATER PLANNING PROGRAM
17 SURVEY.

18 Public works director Keith Mogan said this is an annual survey the city is
19 required to fill out each year. **Motion:** Approve the wastewater planning
20 program survey. **Action:** Approve. **Moved by** Brayden Gardner. **Seconded**
21 **by** Tanner Thompson.

22 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

23 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner
24 Thompson.

25
26 j. DISCUSSION ABOUT THE 4TH OF JULY EVENTS AND WHO WILL BE IN CHARGE
27 GOING FORWARD.

28 Kevin Arrington addressed the council and presented a packet
29 highlighting each even hosted as part of the Independence Day
30 celebration.

31
32 This past year a windstorm hit and destroyed most of the city's 12' X 12'
33 canopies. The option for a canopy has been removed from booths.
34 Arrington said most vendors who travel from event to event likely already
35 have their own canopies.

36 Marketing and promotion starts as early as March as Pahvant Elementary
37 School is approached about coming up with a theme. Social media,
38 posters and local media are also approached.

39
40 Sound and lights will likely be provided by the same vendor, Howard
41 Western. Make sure all specific needs are met prior.

42
43 Arrington assigned himself to organizing this year's concert, which will
44 feature the band Imagine, a Beatles tribute act.

1 Arrington said the various royalties are usually the ones who hand out
2 refreshments at the end of the children's parade.

3
4 The Patriotic Program is organized by Anne Ogden, while the Field of
5 Stars' organizer Glenn Stoneman has already reached out as well. Both
6 function without a lot of need for input from the committee, Mr. Arrington
7 said.

8
9 Councilwoman Street said a backdrop is needed for the stage during the
10 entertainment.

11
12 k. REVIEW AND DISCUSS THE CAPITAL PROJECTS LIST FOR 2024.

13 Councilman Thompson said the interlocal agreement issue discussed
14 earlier in the meeting would essentially be solved by the recreation
15 center/gym space that is currently on the bottom of the long-term list.
16 He suggested moving the gym space to the medium-term portion of the
17 list. Councilman Hansen said a recreation center gym would be in
18 addition to the school district gyms, and would allow greater flexibility for
19 programs and tournaments.

20
21 Mayor Burrows asked about the 100 E. bridge, and if it is really coming up
22 in 2025. He asked if the city has money for the property acquisition for the
23 bridge.

24
25 Councilman Gardner asked what the scope of the library is. It would
26 encompass a new library building. Councilman Thompson expressed
27 concern about keeping the current iconic Carnegie Library.

28
29 Librarian Michelle Olsen said the new library building concept has a lot of
30 options. She said other communities, there is a mini-library used in
31 conjunction with a warehouse. Olsen said either a warehouse, or other
32 buildings in other communities that are tied together through inter-agency
33 agreements. Olsen said there are always going to be people using the
34 library, either books or computers/printers.

35
36 Councilman Thomas said one item he'd like to see included is the bridge
37 on 300 West near the cemetery, as well as the one on Highland Drive. He
38 said the city should consider improving and widening them to enhance
39 safety for pedestrians.

40
41 l. REVIEW AND DISCUSS THE CURRENT FINANCIAL STATEMENT.

42 Financial Director Tyson Hansen explained where the various sales tax
43 revenues currently sit. Year to date sales tax revenue is up 5.4 percent,

1
2 As far as taxes go, the centrally accessed properties have the biggest
3 effect. Accessed value has gone up, but the tax rates have actually gone
4 down. Brown said the county is encouraged by all the growth, and
5 expressed appreciation to Richfield City for it's efforts to bring business to
6 the area as well as the bike trails.

7
8 Mayor Burrows asked about how the CIB loan funds work, and if there is a
9 balance sheet, and if the revolving fund is healthy.

10 Commissioner Brown said the fund is healthy and growing, with all interest
11 paid going back into it.

12
13
14 n. OTHER BUSINESS.

15 Mayor Burrows said the spring project looks like its going to make it on
16 time.

17
18 Henry Barlow thanked everyone in Richfield City for their support of the
19 meat packing plant. He said a party is being hosted March 30 to
20 celebrate the plant's grand opening. There will be an open house. He
21 said there are already 1,000 local cattle lined up for the new plant.

22
23 Mayor Burrows said he would like the see the feedlots that were once a
24 very important part of the area economy make a comeback. Mr. Barlow
25 said his plant would be the missing component to help that happen.

26
27 Mr. Edwards gave an update on the construction of bathrooms near 300
28 North and College Avenue. He also said the city would be hosting some
29 softball state tournaments for the 16u-18U youths in July. He said these
30 tournaments would be an ongoing event for the city.

31
32 Chief Lloyd said the two new stop signs have been placed on 400 West
33 and are functioning.

34 Mayor Burrow said he has heard some positive commentary about the
35 stop signs.

- 36
37 9. EXECUTIVE SESSION and ADJOURN. **Motion:** Close the meeting and move
38 into an executive session. **Action:** Approve. **Moved by** Tanner Thompson.
39 **Seconded by** Brayden Gardner.
40 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5). **Yes:**
41 Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner
42 Thompson.