

THE STATE OF UTAH
COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council
In and For Said City
March 12, 2024

Minutes of the Richfield City Council meeting held on Tuesday, March 12, 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 1. OPENING REMARKS were offered by Elaine Street.
2
3
- 4 2. PLEDGE OF ALLEGIANCE was led by Kip Hansen.
5
6
- 7 3. ROLL CALL. **Present:** Mayor Bryan Burrows (not voting), council members
8 Brayden Gardner, Kip Hansen, Elaine Street, Tanner Thompson, City
9 Administrator Michele Jolley (Not voting), Financial Director Rob Jenson (Not
10 voting).
11 **Excused:** Kendrick Thomas.
12
13
- 14 4. MINUTES – Tabled.
15
16
- 17 5. EXPENDITURES APPROVED. The Council reviewed the February 2024
18 Warrant Register.  **Motion:** Accept the warrant register as presented. **Action:**
19 Approve, **Moved by** Kip Hansen, **Seconded by** Brayden Gardner.
20 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).
21 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

1 **Excused:** Kendrick Thomas.
2
3

4 6. Business:

5 a. Public Works Director Keith Mogan presented awards the City
6 received from the Rural Water Association of Utah. Richfield was
7 presented the Outstanding Water Service to Customer Award.
8 Mogan said this award includes everyone from the front office staff
9 to the public works crew, from billing to fixing leaks. It takes a team
10 working together to provide the best service possible to the citizens
11 of Richfield. 📄 Keith explained the award that was received for
12 excellent customer service throughout. The public works
13 department has a combined 153 years of experience among nine
14 people. 📄 Mogan introduced the crew and discussed their years
15 of service with Richfield City and the certifications they hold. They
16 are an important part of Richfield City. He said his crew is called out
17 at all times, even during weekends and holidays. He expressed
18 appreciation to the members of the crew and their families.
19

20 Richfield also submitted a water sample to the taste test
21 competition. Richfield came in third place out of more than 30
22 entries across the state. Bear River was awarded the top award in
23 the taste test. The test includes criteria including taste, smell and
24 clarity. 📄
25

26 Councilmember Hansen was at the fire department's sweethearts
27 dinner and one of the retired firefighter told him about a water leak
28 there was in front of his home. The firefighter told Hansen about an
29 after-hours water leak and how and how quick and responsive the
30 city crew was to get it fixed
31

32 b. Planning Commission Report. 📄 Tyler Jeffs wanted a sign for Farm
33 Bureau Insurance's new location. It will be moving into the old
34 Paradise Press, located east of Burger King. The insurance company
35 want to wanted to place a sign underneath the Burger King sign just
36 off of Main Street. The ordinance does not allow off premise signs, so
37 the planning commission denied the sign permit.
38

39 Brent Poulsen presented a concept for the old Knight's Inn facility.
40 The commission did recommend approval of it, but some other
41 issues arose after the planning commission meeting. The number of
42 housing units for which the facility was initially approved for as a
43 mixed-use development was increased in the Poulsen brothers'

1 presentation. There is going to be some more work done before it
2 heads back to council.

3
4 Councilman Thompson asked what the Poulsen brothers are trying
5 to do with the property. Anderson said they were approved for a
6 mixed-use. The presentation included a real estate office and
7 another office in the downstairs of the main building, and the rest
8 being refurbished into apartments.

9
10 Councilman Hansen said he'd spoken with Troy earlier in the day.
11 He said the requirement for mixed-use or retail was a challenge for
12 the Poulsen brothers. Anderson explained the mixed-use isn't
13 necessarily retail, it could be office space, a Calvary church or
14 some other use that is generally accessible to the public.

15
16 Mayor Burrows said the developers need to adhere to what was
17 originally agreed upon during their initial approval for a mixed-use.

18
19 Mark Dean requested expansion of a non-conforming use. He has a
20 carport that is nonconforming as it is built on the property like. Mr.
21 Dean wants to enclose it into a garage. The commission approved
22 the proposal as they felt it wasn't going to change access or
23 drainage.

24
25 Another property owner was on the agenda to request for non-
26 conforming use to add two bedrooms to an existing home, but he
27 was not able to attend so the commission tabled it.

28
29 The planning commission also discussed the possibility of redefining
30 the RM-11 zone, making it a high-density zone in the general plan.
31 The planning commission felt the RM-11 is still a medium density
32 zone and should stay as such. However, the planning commission
33 did discuss some limitations on the RM-11 zones, which would be
34 structured similarly to those for RM-24 zones.

35
36 The proposed limitations would include the following - 1 acre or less
37 = No distance requirement; 1 to 2 acres = distance of 1/4 mile (1320
38 feet); 2 to 3 acres = distance of 1/2 mile (2640 feet); Maximum
39 number of units in a development is 33 units. Also, there would be a
40 requirement for 25 percent open space.  An ordinance for the
41 limitations will be drafted and presented to the council in an
42 upcoming meeting.

1 c. Consider approving Resolution 2024-5 accepting the annexation
2 petition filed by Gordon Anderson and Natalie Call to annex
3 property located at approximately 1129 North 500 East. Councilman
4 Thompson asked if they are going to be required to do curb, gutter
5 and sidewalk in that area. The annexation process isn't to that point
6 yet. Mayor Burrows said he thought perhaps those requirements
7 had waved on that street.

8
9 Councilman Thompson asked why they are requesting annexation.
10 It is due to the fact they want to build a home and have access to
11 city water. Thompson said as that area develops, 500 East will
12 become increasingly busy with vehicle, bike and pedestrian traffic
13 and it will have to be addressed at some point.

14
15 Councilman Hansen asked what the contiguous zone would be,
16 which is RR1. City Administrator Jolley said the property owners
17 would also like to be included in the RR1 zone. Hansen asked if it
18 would be the default zone, which is would be.

19
20 Councilmember Gardner asked how much of the Gordon Anderson
21 property this would include. It would be the southern part of it. 

22 **Motion:** Accept the petition for annexation as presented. **Action:**

23 Approve, **Moved by** Brayden Gardner, **Seconded by** Elaine Street.

24 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

25 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

26 **Excused:** Kendrick Thomas.

27
28 d. Consider approving Resolution 2024-4 accepting the annexation
29 petition filed by Jeff Albrecht for property located in the southwest
30 at approximately 900 West and 1900 South. Mayor Burrows asked if
31 the property owner would have the same agreement as others in
32 the area that they would connect to the sewer and water once
33 they reach that portion of town. Administrator Jolley said if the
34 council wanted that to be a condition of annexation, they could
35 require it. The property would also likely be subject to an avigation
36 agreement due to its proximity to the airport.  **Motion:** Accept
37 the annexation petition as presented. **Action:** Approve, **Moved by**
38 Tanner Thompson, **Seconded by** Brayden Gardner.

39 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

40 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

41 **Excused:** Kendrick Thomas.

42 e. Consider approving the installation of rock in the landscape areas
43 on North Main near the north interchange. Mayor Burrows asked if

1 this is something that had already been done. The rock hasn't been
2 put in yet, but since the cost estimate is approximately \$25,000 it has
3 been brought before the council.
4

5 The plan is to install weed block and cover it with decorative rock
6 along Main Street along the north side near the I-70 interchange.
7 This would help keep the weeds down and clean up the area.
8 There would still be bubblers to help the established trees in the
9 area. Currently the city crew does do some spaying of the area to
10 try and keep the weeds down.
11

12 The area in front of Chevron, Arby's, Subway and the two hotels in
13 the area would be included, as would the area near Flying J on the
14 east side.
15

16 Councilman Thompson asked if a future bike path that would
17 connect the city's pump track to the mountain bike trailhead
18 northwest of the freeway could be located in the area where the
19 rock would be placed. However, no concrete plans have been put
20 in place at this time.
21

22 Councilman Hansen asked about plants for landscaping. Other
23 than the trees, there is no plan to add greenery to the area.
24 Councilman Gardner said it makes sense, and that he had been in
25 contact with two business owners that would like to see the area
26 cleaned up.   **Motion:** Approve the installation of the weed
27 barrier and rock along the proposed area. **Action:** Approve, **Moved**
28 **by** Tanner Thompson, **Seconded by** Elaine Street. **Vote:** Motion
29 carried by unanimous roll call vote (**summary:** Yes = 4). **Yes:** Brayden
30 Gardner, Elaine Street, Kip Hansen, Tanner Thompson.
31 **Excused:** Kendrick Thomas.
32

- 33 f. Consider adopting Ordinance 2024-3, amending the Zoning Code
34 to change the requirements for canopies at convenience stores.
35  **Motion:** Adopt Ordinance 2024-3 amending the zoning code
36 removing the restriction for canopies at convenience stores. **Action:**
37 Approve, **Moved by** Kip Hansen, **Seconded by** Tanner Thompson.
38 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).
39 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.
40 **Excused:** Kendrick Thomas.
41 g. Consider adopting Ordinance 2024-4, amending the Future Zoning
42 Map of the General Plan to remove the designation of high-density,
43 multi-family housing (RM-24) zones.  **Motion:** Adopt ordinance

1 2024-4 removing the designation of high-density, multifamily housing
2 from the Future Zoning Map. **Action:** Approve, **Moved by** Brayden
3 Gardner, **Seconded by** Kip Hansen. **Vote:** Motion carried by
4 unanimous roll call vote (**summary:** Yes = 4). **Yes:** Brayden Gardner,
5 Elaine Street, Kip Hansen, Tanner Thompson. **Excused:** Kendrick
6 Thomas.

- 7
8 h. Consider approving a Memorandum of Understanding between
9 the City, Snow College, Sevier School District, and Richfield Baseball
10 for maintenance of the ballfield facilities. Heidi Stringham,
11 representing Snow College, expressed appreciation to the different
12 groups coming together to document things so the agreement
13 could be formalized.

14
15 Mayor Burrows expressed appreciation for the work that went into
16 the developing the agreement. The initial term of the agreement is
17 one year, with an option to renew for annually with review for five
18 additional one-year terms.

19
20 Councilman Thompson said he would like to see more tournaments
21 in town as they are good for business and culture, and he would like
22 to see future collaboration continue.

23 Councilman Hansen said there needs to be a comma in the
24 "Richfield with fertilize and move all outfield grass twice a week" so
25 it is clear the city is not fertilizing twice a week, only mowing.

26
27 Mayor Burrows said this allows the city to revisit the agreement, and
28 if an aspect of it puts the city's staff in a bind, it can be adjusted to
29 insure the future operation and maintenance of the fields.

30
31  **Motion:** Approve the Memorandum of Understanding
32 formalizing the roles each partner executes in the maintenance of
33 the baseball fields. **Action:** Approve, **Moved by** Kip Hansen,
34 **Seconded by** Elaine Street. **Vote:** Motion carried by unanimous roll
35 call vote (**summary:** Yes = 4). **Yes:** Brayden Gardner, Elaine Street,
36 Kip Hansen, Tanner Thompson. **Excused:** Kendrick Thomas.

- 37
38
39 7. OTHER BUSINESS.  Public Works Director Keith Mogan provided an
40 update on the spring reconstruction project. Currently the project looks like it will
41 be able to start pumping water sometime between the middle of April and the
42 first of May. Mogan said the water supply should be adequate heading into the
43 lawn watering portion of the year. The city will be starting work on the deep

1 shop well by next week in preparation for it. The city will also be taking the
2 cemetery well off line temporarily to install a new chlorinator.

3

4 Mayor Burrows said the city has received appropriation funding through
5 Congressman Celeste Malloy's office for the looping of a waterline near the golf
6 course and developments south of it. It was \$1.125 million, which the city will
7 have to include a match to complete the project.

8

9

10 8. MEETING ADJOURNED. At 7:40 p.m., adjourn.  **Motion:** Adjourn
11 meeting. **Action:** Adjourn, **Moved by** Kip Hansen, **Seconded by** Brayden
12 Gardner. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).
13 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson. **Excused:**
14 Kendrick Thomas.

15

PASSED and APPROVED this * day of * 2024.

Recorder

