

Newton Town Council Meeting
March 20, 2024, 7:00 P.M.
Newton Town Hall, 51 South Center, Newton UT
Minutes

Agenda

1. Roll Call
2. Opening Ceremony – Jed Woodward
3. Approval of February 1, 2024, Minutes
4. Pollination project – Bailey Parkinson
5. Concept plan for annexation request, Stephen Griffin and Kim Haws
6. Consideration of bid for pickleball courts
7. Review potable water impact fee analysis
8. Water tank control panel upgrade proposal
9. Culinary water committee review
10. 2nd Quarter Financial Statements review
11. Codification options
12. Report on Mayor/Council Member Assignments

1. Call to Order and Roll Call of Members present.

Members present: Mayor Mike Benson, Jake Christiansen, Steven Jenkins, and Jed Woodward.
Electronic attendance by Zoom: Brett Petersen
Karla Ferguson (Recorder) and Kathryn Rigby (Treasurer)
Others present: Bailey Parkinson, Kevin Parkinson, Stephen Griffin, Dell Vance, Eric Dursteler, Sarah Rigby, Jeremy Cooley and Brandt Helstern.

2. Opening ceremony conducted by Jed Woodward

3. The Newton Town Council meeting minutes for February 1, 2024, were approved.

4. Pollination project – Bailey Parkinson explained that the State of Utah has a program for residents to encourage native pollinators. Bailey explained requirements for the grant program that will provide Utah native plants. The deadline for application is the end of April. Bailey will send the information to Karla Ferguson to place in the town newsletter.

5. Concept plan for annexation request, Stephen Griffin and Kim Haws – Stephen Griffin explained that he is part owner of property in town that is located along 400 West just north of the highway. Stephen explained that the portion of this property located within the town boundary is narrow and they would like to seek an annexation to adjust the town boundary to the west so that it is even within the boundary line that is south of the highway and to make these into larger building lots. Stephen explained that they would remove the lagoons that are currently on the corner of the property. They approached the town council in 2021 about the concept but were declined to consider. Mike Benson explained that Newton currently has restrictions on the number of water connections while research is done on how many connections can be supported. Mike Benson said he doesn't feel that they could annex without being sure water can be supplied to all lots located within the current town boundary. Stephen Griffin asked that the town council keep this property in mind and feels that with changes to the secondary water system and spilling water at the water tank that there is enough water. Water data was discussed. The Newton Town Council did not want to consider an annexation.

6. Consideration of bid for pickleball courts – Eric Dursteler reviewed that the pickleball court bids were opened earlier today. Two bids came in and both bids were twice as much as anticipated. Bids were reviewed. The plans should perhaps be modified to save costs. **Mike**

Benson made a motion to reject the bids and put the pickleball project back out for bid and seek more bidders. Jake Christiansen seconded the motion and all members approved.

Other business: RAPZ funding was discussed. The deadline for this year's application has passed. Previously awarded funding should be spent soon. Jed Woodward has purchased a water filter system for the park, but it needs to be installed. Kathryn Rigby will order playground equipment.

7. Review potable water impact fee analysis - Eric Dursteler reviewed the impact fee study completed by Zions Public Finance for Newton. Eric read portions of the study. The maximum suggested water impact fee for 2024 is \$10,383.75. Eric recommended the town council review the entire report and consider adopting a new water impact fee at next month's meeting. A public hearing will be held at April's meeting to consider the new impact fee.

8. Water tank control panel upgrade proposal – Jed Woodward discussed that he has been working on repairs on the overflow line from the water tank. Jed Woodward explained that a new control panel is needed at the water tank, but he is still working on the proposal. Jed plans to present a proposal at next month's meeting.

9. Culinary water committee review – Dell Vance reviewed water data from 2019 compared to water data from 2023. Dell discussed water data that is being collected with the new auto read meters, meter issues and that they are finding leaks sooner with the auto read meters. Dell discussed problems with valves and meters or lack of meters at the water tank. The water committee suggest that new auto read meters be installed at the water tank to have a better idea of the amount of water that is going out of the tank, especially while the tank is filling. Dell discussed that the system valves at the tank are old and need to be replaced and the entire tank area should be updated to get correct data. The priority repairs or additions recommended are to repair the control valves, replace flow meters into the tank, install meter for water out of tank and meter water spilling into the secondary pond. The addition of a second water tank should be explored. The water committee recommends that the test well at Loosle-Buttars springs be capped and install a sensor level to monitor water levels over time at the well with future development of the well in mind. Dell said the water committee will obtain estimates for a second water tank. Dell estimates the control panel, valve and meter upgrades at the tank will cost about \$25,000 and capping and metering the test well not more than \$25,000. Kathryn Rigby said that there are water funds that have not been spent from the ARPA grant that could be used to cap and monitor the test well. The control panel upgrades and meters will be paid out of the water fund. Capping and monitoring the test well will be paid with ARPA funds. **Mike Benson made a motion to approve spending up to \$50,000 for upgrades to the control panel, new meters and capping the well. Steven Jenkins seconded the motion, and all approved.**

10. 2nd Quarter Financial Statements review – Kathryn Rigby reviewed department budgets and monies spent in the second quarter. Kathryn asked that members review their department budget and start meeting with Kathryn in May for next year's proposed fiscal year budget.

11. Codification options – Karla Ferguson explained the need to update and codify Newton's code book. Karla Ferguson explained that Newton's current code book was codified by Sterling Codifiers but that company was acquired by American Legal Publishing. An estimated bid of about \$8,000 was given by American Legal Publishing to review and update our codes. Karla also obtained information from Civic Plus Codification. They have two options with purchasing self-publishing software or codifying services. A bid would not be given until they review our current code, but it would be 2 to 3 years before they could complete the codification. Both companies

offer web hosting of the code. Mike Benson explained that Terri Rhodes started reviewing, updating and formatting our existing code to be able to have it digital and searchable through google docs. Terri is willing to continue to volunteer and work on the code in the summer. Members were asked to consider the different options and budget for the next fiscal year.

12. Report on Mayor/Council Member Assignments

- Mayor Benson – Animal Control/Administration/Nuisance/Parks
- Jake Christiansen – Library/Special Events/Youth Council
- Steven Jenkins – Buildings/Land Management
- Brett Petersen – Planning/Fire Dept./EMS
- Jed Woodward – Water/Streets

Mike Benson asked that in February next year the town council should discuss possible RAPZ projects to meet the deadline at the beginning of March. Jed Woodward reported that the mayor's association met with Waste Management but green waste fees were not determined because Logan City landfill has not yet decided their green waste fees. Because green waste service has not been started yet and residents want the green waste dumpster, Jed will arrange for the same service as last year to provide a dumpster until Waste Management supplies a green waste dumpster. Possible green waste fee charges to residents were discussed. Clarkston charges residents \$3 a month. Mike will contact Cache County to see if they would help pay for a green waste dumpster.

Jake Christiansen asked if the lawn could be mowed before the Easter Egg Hunt on March 30. Jake will make purchases for the hunt and the Youth Council will help put out the candy. Jake reported that the town ski night was successful and had at least 125 in attendance. The town clean-up day will be April 20. Jake asked for members to contact him about ideas for projects for clean-up day.

Mike Benson reported that the phone service to the town hall has been off since February 21 when a storm damaged a line somewhere. All of Newton and Clarkston is without Century Link landline service. Century Link will not give an estimate when it might be repaired. Karla Ferguson was given approval to arrange for VOIP (Voice Over Internet Phone) phone service for the town hall and library.

Steven Jenkins plans to turn water on at the park and outside restrooms at the end of May.

Jed Woodward discussed repairs being done at the water tank and outlet line. Jed will purchase meters.

Other business: Brandt Helstern explained that Newton Hills subdivision phase 2 is at the point of wanting to sell lots and asked if 16 water permits could be guaranteed for these lots or set aside. Mike Benson discussed the number of possible lots within town boundaries. Brandt explained that they don't want to start infrastructure improvements if water connections are not guaranteed. Mike said they will follow data and get new numbers from the town engineer. The town council plans to make decisions on the number of connections that can be supported at May's town council meeting.

The regular meeting adjourned.

Minutes prepared by: _____
Karla R. Ferguson, Newton Town Clerk Approval Date