

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

May 21, 2024
7:00 P.M.

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

Attendance: Mayor N. Craig Hidalgo

Councilmembers: McCall Stephensen, Mike Kelly
Adam Hanover

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. Mayor Hidalgo led the Pledge of Allegiance and offered Reverence to begin the meeting.

Mayor Hidalgo informed the Council that he received the following letter of resignation from Councilmember Shaun Kurek:

I hope this email finds you well. I'm writing to formally announce my resignation from my position on the City Council, effective 5/19/2024. It has been an incredible journey serving the Council and representing our community for the past two years. I would like to express my gratitude for the trust and support I've received throughout my time serving. The opportunity to contribute to the growth and development of our city has been immensely rewarding. As you transition to a new Councilmember, I am more than willing to assist in any way possible to ensure a smooth handover of responsibility. Please feel free to contact me by e-mail or phone. Once again, thank you for the privilege to serve our community. I'm confident that the City Council will continue to make positive strides towards helping and serving the community.

The vacant Councilmember position will be posted and filled by interim appointment per Utah State Code 20A-1-510(2).

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held May 7, 2024. Councilmember M. Stephensen motioned for the Clarkston Town Council to approve and adopt the minutes of May 7, 2024. Councilmember A. Hanover seconded the motion. All in favor "Aye" Motion Carried.

2. BUSINESS

FY 2025 Proposed Budget Discussion – The Council reviewed and discussed Mayor Hidalgo's FY 2025 Proposed Budget. Mayor Hidalgo proposed a tax increase for

FY 2025. Mayor Hidalgo specifically discussed the purpose for the tax increase, the approximate percentage of the tax increase and the dollar amount of the tax increase. Mayor Hidalgo stated that the majority of the tax increase is focused on labor retention and sustaining competitive wages so people will continue to work for the town.

The Council will adhere to the following Budget Calendar for Truth in Taxation:

- May 21, 2024 – FY 2025 Budget Discussion
- June 4, 2024 – Public Hearing to Hear on the FY 2024 Amended Budget (if needed) and the FY 2025 Proposed Budget with Tax Increase included
- August 6, 2024 – Tax Increase Public Hearing
- September – Adopt Final Budget

Mayor Hidalgo highlighted the following:

Revenue

- Sales Tax continued to increase in FY 2024. Mayor Hidalgo forecast that Clarkston Town would receive approximately \$120,000 in FY 2025.
- Other Revenue was decreased by \$110,000 because Clarkston Town will not be receiving any American Rescue Plan Act (ARPA) funding in FY 2025. All ARPA money has been received and expended.
- Verizon Wireless Tower will be constructed in FY 2025, but revenue won't be received until completion. After completion the town will receive \$1,400 per month (\$16,800 per year). This revenue will help pay for the Town Hall and Community Center Project.
- Total anticipated General Fund Revenue for FY 2025 is \$468,600

Expenditures

The Proposed Tax Increase Amounts are as follows:

Administration Department

- Salaries and Wages - Increase of \$687
- Equipment-Supply/Maintenance – Increase of \$5,000 (To cover increased AllTech Annual Fee, Caselle Annual Fee, and Town Web Annual Fee)
- Town Hall and Community Center Loan - \$20,000

Law Enforcement

- Law Enforcement Contract – Increase of \$1,500
- Animal Control Contract – Increase of \$500

Roads and Streets Department

- Salaries and Wages – Increase of \$1,010

The tax increase amount needed for the General Fund is \$28,697.

Water Utility Fund

- Salaries and Wages – Increase of \$1,141
- Equipment-Supply/Maintenance – Increase of \$5,000 (To cover increased AllTech Annual Fee, Caselle Annual Fee, and Town Web Annual Fee)

The tax increase amount needed for the Water Utility Fund is \$6,141

Cemetery Fund

- Salaries and Wages – Increased \$864

The tax increase amount needed for the Cemetery Fund is \$864

Mayor Hidalgo concluded that the total FY 2025 tax increase dollar amount needed is \$35,702. That is a 64% increase, which equates to a \$10 a month increase per household. Mayor Hidalgo

believes that the \$10 a month increase will not negatively impact anyone and looking at the increased costs of goods and services there just is no way around it. The Town has done very well managing resources. Mayor Hidalgo recognized that the Town Council has accomplished a lot and specified the following accomplishments over the last 6 years:

- New Town Hall and Civic Center
- Cemetery Expansion & Automation of Sprinkling System- Fully Automatic
- Cemetery Software System Allowing QR Code to Identify Specific Graves; Available to All
- Installed Sprinkling System on Town Owned Property on the Square
- Automate Town Owned Sprinkling System to be Fully Automatic
- Verizon Tower Revenue Source \$17k Annually with 5% Increase Annually
- Modernized IT Infrastructure for Town Hall and Fire Department
- Improvements of Mylar Spring for Water System
- Increased Tax Revenue for Roads by Upgrading Roads to Meet Class “B” Ranking
- Remodeled 76-er to Meet Health Department Guidelines for Use During Events
- Purchased New Road Equipment to Help in Snow Removal and Road Maintenance
- Upgraded Water Meters Replacing Antiquated System that Wouldn’t Read Any More
- Improved Planning Commission Functionality to Decrease Waiting Times
- Maintained Equipment that is more than 40 Years Old
- Continue to Improve Road Infrastructure

Mayor Hidalgo summarized that during the last 6-years Clarkston’s Town Council has

maintained roads, parks, cemetery, town Square, town hall, water, road shed, equipment, springs, increased costs in law enforcement, fire and ambulatory services, and employee wages with :

- An average budget of \$494k per year
- And expenses averaging \$448k per year

Mayor Hidalgo asked the Council what their thoughts were regarding the FY 2025 Proposed Tax Increase. Councilmember A. Hanover stated that Mayor Hidalgo laid it out thoroughly and he agreed with everything that was discussed. Councilmember A. Hanover said that he believes that most people understand the reality of price increases right now and that comes in a lot of different forms, but this is just one of those forms. Councilmember A. Hanover asserted that to be honest he was surprised that Mayor Hidalgo was able to keep the tax increase amount as low as he did. The Council agreed.

Set Public Hearing Date for FY 2024 Amended Budget and the FY 2025 Proposed Budget - It was decided that the Public Hearing for the FY 2024 Amended Budget and FY 2025 Proposed Budget, would be held June 4, 2024 at 7:00 pm in the Town Hall. The regularly scheduled Town Council Meeting will be held immediately following the Public Hearing.

Discussion on Residential Overflow Water on Adjacent Properties – Mayor Hidalgo informed the Council that he had received calls from a couple new residents that bought new homes in the Willis Acre Subdivision. They are having issues with overflow water from a neighbor's property enveloping their yards. Mayor Hidalgo stated that the Clarkston Town Code does not address this issue. The only thing addressing this issue in the Clarkston Town Code is found in 7-2-6. It states the following:

7-2-6: OVERFLOWING OF WATER:

It shall be unlawful for any person to allow water to overflow from any ditch, canal, well or irrigation stream onto the streets, sidewalks or property of the town.

Mayor Hidalgo recommended that the Planning Commission consider this issue and draft an ordinance stating that it is unlawful for people to allow overflow water from their property to drain onto adjacent properties, which would adversely affect those properties. Mayor Hidalgo stated that the best thing is for people to landscape so that the overflow water goes into the drainage systems, the ditches that we have. Mayor Hidalgo suggested finding out what other communities are doing to regulate overflow water.

Amphitheater Use Application – Holdaway Family - Mayor Hidalgo stated that Richard M. Holdaway had sent in a request to use the amphitheater on May 25, 2024 from 11:00 AM -12:00 Noon. A family member would give a presentation in honor of Martin Harris and his contribution to the publication of the Book of Mormon, a Second Witness of Jesus Christ. There would be approximately 30 people in attendance. Mayor Hidalgo stated that May 25th is Memorial Day Weekend. Town Clerk Kristi Hidalgo said that she

thought that was not the correct date. It might be July 25th instead. Mayor Hidalgo replied that if May 25th is the correct date then the request would be denied because there are too many people coming and going out at the cemetery for an event to take place in the amphitheater that day. The Town Clerk Kristi Hidalgo will verify the date. The Council approved the amphitheater request if it is not Memorial Day weekend. Note: The correct date of the event was May 25, 2024 so the request was denied.

3. DEPARTMENTS

Mayor Hidalgo – Fire Department – Mayor Hidalgo had nothing to report.

Town Hall and Community Center Update – Mayor Hidalgo reported that Clarkston Town Fire Chief Casey Andersen was concerned with the fire alarm system that is going to be installed in the building. After he did some research, he found out that the fire alarm system was up to code and legal for the building. However, Mayor Hidalgo and the Fire Chief discussed and determined to have strobe lights installed on the outside of the building, on the East and West sides that will flash if something is going on to alert someone to call 911 if it is after business hours. Mayor Hidalgo said that the 4x4 water drain on the east side of the building is going to be removed and replaced with three smaller drains. Mayor Hidalgo informed the Council that he received the bid for office furniture, and it was a lot higher than he had anticipated it to be, so he made some modifications that cut the cost substantially. He doesn't see a need to have a lot of fancy furniture. The office furniture will cost approximately \$25,000.

Roads Department – FY 2025 Road Repairs - Mayor Hidalgo reported that he is still trying to get with the Cache County Roads Department to find out what it is going to cost to chip and seal the roads this year.

Parks Department – Mayor Hidalgo stated that the Council will need to find a new Sports Director for next year. Sports Director Mike Balls has indicated that he would be resigning after this year.

Councilmember M. Stephensen – Youth Council – Service Project - Councilmember M. Stephensen reported that the youth council cleaned headstones out at the cemetery on Saturday May 18, 2024 and did a really good job.

Ball Game Concessions – Councilmember M. Stephensen stated that the youth council will provide concessions during the T-Ball and Coach Pitch ball games that are scheduled in Clarkston Town again this year.

Citizens Advisory Committee – Mayor Hidalgo reported that Clarkston Town Was Awarded \$45,000 for the Pickle Ball Court Project. It is not official yet.

Pony Express Days – Councilmember M. Stephensen reported that she was getting the t-shirts set up for on-line orders through Badger Screen Printing Company. People can go on-line and order Pony Express Day t-shirts in advance. There will be t-shirts available to buy on Pony Express Day as well. Councilmember Stephensen asked Mayor

Hidalgo if he would make arrangements for ice-cream to be served during the family soft ball games again this year. Mayor Hidalgo agreed to take care of it. Councilmember M. Stephensen said she is still trying to find someone to be over the Family Softball Games on Friday night.

2024 Citizen of the Year - Mayor Hidalgo asked for a recommendation to go into an executive session to discuss the 2024 Citizen of the Year Award. Councilmember M. Stephensen made the motion to go into an Executive Session. Councilmember M. Kelly seconded the motion. All in favor "Aye". Motion carried. The Mayor and Council entered an Executive Session at 7:55 pm.

Mayor Hidalgo and the Council returned from Executive Session at 8:00 p.m. Mayor Hidalgo asked for a motion to return to the regular Town Council Meeting. Councilmember A. Hanover made a motion to return to the regular Town Council Meeting. Councilmember M. Stephensen seconded the motion. All in favor "Aye" Motion carried.

Councilmember A. Hanover – Water Department – Councilmember A. Hanover reported that he had taken a tour of the Water System with Water Operator Bryan Goodsell. It was very interesting and informative on future policy that may need to be crafted.

Mayor Hidalgo reported that there was some property sold up by the Towns water springs and the property owners have started bulldozing roads on the property. Mayor Hidalgo stated that the concern he has is that the roads being cut in the mountain could change the flow of the water springs. Mayor Hidalgo has involved the State Engineer and the Clarkston, Trenton, and Newton Town Engineers. They are assessing the impact the changed landscape will have on the springs and our culinary water system. Mayor Hidalgo stated that he called Cache County when this was happening and the Cache County Code Enforcer came out and provided a cease-and-desist order until they secure required permits to put in roads. Matt Phillips, Road Manager for Cache County also came out and issued another cease-and-desist order to the landowners. Mayor Hidalgo said that the landowners have also bulldozed dirt berms blocking public access to trailheads. Cache County came out to remove the berms, but the landowners filed a lawsuit against Cache County which blocked them from removing them at this point. Mayor Hidalgo asserted that his biggest concern is our water source. Our water source is not from wells. It comes from springs. All three towns are now starting to track water inflow to make sure that what they are doing is not going to hamper the flow of the springs. Mayor Hidalgo informed the Council that Cache County is asking for people to send them evidence of public use of the trails around Gunsight Peak such as pictures or testimonials. The following is the communication sent from Emily Fletcher, Assistant Trails Planner for the Cache County Development Services:

We have received word that a private landowner is trying to close public access to several of the trails to the west of Clarkston, including Winter Canyon, Elbow Canyon, Green Canyon, and Old Canyon. The county is planning on fighting to keep these trails

open and we will need evidence of public use. If you have used any of these trails or know others who have, please let us know. We need proof, like pictures, that these trails are regularly and consistently used by the public to access the state and federal lands around Gunsight Peak. If you have pictures or testimonials that you are willing to share, please send them to me or Landis (landis.wenger@cachecounty.gov) (emily.fletcher@cachecounty.gov).

*Emily Fletcher |
Assistant Trails Planner
Cache County Development Services*

Planning Commission – Training - Councilmember A. Hanover stated that the Planning Commission had a meeting on May 8, 2024 with the town attorney, Seth Tate. Mr. Tate went over the Planning Commission's responsibilities and some basics of the town code, specifically the subdivision code. Councilmember A. Hanover said that it was a good training session and very informative for the Planning Commission.

Annexation Inquiry – Councilmember A. Hanover reported that Dallin Riggs came before the Commissioners to discuss annexation of his property. The Planning Commission discussed some details on what could possibly be done with that. Mayor Hidalgo and town attorney, Seth Tate, gave input on the requirements for Annexation.

Town Code Zoning Violations - Councilmember A. Hanover reported that the shed illegally placed on the property, located at 47 W 100 had been removed from the property and another code violation notice for illegal placement of a shed was sent to a landowner at 30 S 100 E.

Councilmember M. Kelly – Cemetery Department – New Cemetery Road - Councilmember M. Kelly reported that he asked five companies to bid on the Request for Quote (RFQ) to build a road in the new section of the cemetery and two have responded. Councilmember M. Kelly has gathered that information and the Council will discuss that in the future.

Memorial Day Flags – Councilmember M. Kelly reported that the flags would be placed on veteran's graves Thursday May 23, 2024. In addition to the individual flags being placed on veteran's graves, the cemetery fence line will be lined with flags again this year. Curtis Godfrey has agreed to help with this effort.

Cache County School District – Councilmember M. Kelly stated that he had attended the Cache County School District Board Meeting virtually. It was an awards meeting for teachers and staff. There was no information given pertinent to Clarkston Town.

Float/Parades – Councilmember M. Kelly said that the Youth Council participated in the Smithfield Health Days Parade on May 11, 2024. It was a great success. They did not go to the Richmond Black and White Days Parade on May 18, 2024.

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be a Public Hearing and a Town Council Meeting and will be held on Tuesday June 4, 2024 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 be adjourned. Councilmember A. Hanover seconded the motion. All members present voted “Aye”. Motion carried. The meeting was adjourned at 8:15 p.m.

Kristi Hidalgo
Clarkston Town Clerk



Date Issued: Rejected

By: Town Council

Clarkston Town Amphitheater Use Application

Date of Application: 6 May 2024

Date of Event: 11 a.m. – 12:00 noon, 25 May 2024

Applicant's name (must be a person): Richard M Holdaway

Organization: Holdaway Family

Phone Number: 801-644-5676

Name of proposed event: Martin Harris Memorial

Attendance: 30

Audience age range: 5 month – 81 years

Proposed Event (Describe in detail): A family member would give a presentation in honor of Martin Harris and his contributions to the publication of the Book of Mormon, a Second Witness of Jesus Christ.

The Amphitheater will not be rented for events beyond the capacity of what the venue can handle or its' intended purpose.