

1
2



THE STATE OF UTAH
COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council
In and For Said City
May 14, 2024

Minutes of the Richfield City Council meeting held on Tuesday, May 28, 2024, at 7:00 pm in the Council Chambers of the Richfield City office building located at 75 East Center, Richfield, Utah, with Mayor Bryan L. Burrows presiding.

- 3 1. **CALL TO ORDER**
- 4 2. **OPENING REMARKS**
- 5 3. **PLEDGE OF ALLEGIANCE** by invitation
- 6 4. **ROLL CALL**
- 7 5. **MINUTES APPROVED** - Consider a motion to approve the meeting minutes for May 14,
8 2024.
- 9 6. **BUSINESS**
 - 10 a. Discuss and consider adopting Resolution 2024-8 supporting the creation of a Utah
 - 11 Inland Port Authority Project Area.
 - 12 b. Consider adopting Ordinance 2024-7 annexing the property owned by John &
 - 13 Natalie Call and Gordon & Jackie Anderson, located at approximately 1149 North 500 East.
 - 14 c. Consider adopting Ordinance 2024-8 annexing the property owned by Jeff Albrecht,
 - 15 located at approximately 1249 West 1650 South.
 - 16 d. Consider approval for Jones & DeMille Engineering to move forward with the next
 - 17 steps for a water project funded through USDA and Celeste Maloy's office.
 - 18 e. Consider adopting Resolution 2024-* to pick up Tier II Contributions for public
 - 19 safety.
 - 20 f. Consider adopting a tentative budget for fiscal year 2024-25.
- 21 7. **OTHER BUSINESS**
- 22 8. **ADJOURNMENT**
- 23
- 24
- 25 1. **CALL TO ORDER**
- 26 2. **OPENING REMARKS** – Councilmember Elaine Street offered the opening remarks.
- 27 3. **PLEDGE OF ALLEGIANCE** led by Rob Jenson
- 28 4. **ROLL CALL Roll Call** - Present: Bryan Burrows (Not voting), Kip Hansen, Elaine Street,
29 Kendrick Thomas, Tanner Thompson, Michele Jolley (Not voting), Rob Jenson (Not voting).
30 Excused: Brayden Gardner.
- 31 5. **MINUTES APPROVED** - Consider a motion to approve the meeting minutes for May 14,
32 2024. **Motion:** Minutes of the May 14 meeting be approved as presented, **Action:** Approve,
33 **Moved by** Kip Hansen, **Seconded by** Kendrick Thomas.
34 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).
35 **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.
36 **Excused:** Brayden Gardner.
37
- 38 6. **BUSINESS**

1 a. Discuss and consider adopting Resolution 2024-8 supporting the creation of a Utah
2 Inland Port Authority Project Area. Jenna Draper was on hand to answer any questions
3 about the inland port project. Councilmember Thompson said he felt adopting an inland
4 port project area would be a no-brainer.  **Motion:** Approve Resolution 2024-8

5 supporting the creation of a Utah Inland Port Authority Project Area. **Action:** Approve,
6 **Moved by** Tanner Thompson, **Seconded by** Elaine Street.

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

8 **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

9 **Excused:** Brayden Gardner.

10
11 b. Consider adopting Ordinance 2024-7 annexing the property owned by John &
12 Natalie Call and Gordon & Jackie Anderson, located at approximately 1149 North 500 East.
13 Councilmember Thompson asked what the sidewalk situation would be in that area. He
14 said it would only continue to grow and allowing the annexation without the requirement
15 of sidewalk could present an issue in the future. He said the city needs to have some plan
16 for sidewalk in the future in the area.

17 In some areas of town there have been improvement wavers. One example was a home on
18 400 East where the street improvements were not required, but the sidewalk was, said City
19 Administrator Jolley. It would be required at the time they apply for a zoning clearance and
20 building permit.

21 Mayor Burrows said if the improvement are waived, and a special improvement district is
22 created down the line they would not be able to vote against it.

23 Councilmember Thompson clarified that voting to annex doesn't give them a waiver of
24 improvements, as improvements would be required as a condition of issuance of a building
25 permit. He said while the mix of city and county property in the area will make it difficult
26 for the time being, it's important to start now on getting improvements made.

27 One requirement that could be implemented is to make them to give the city the easement
28 necessary for the road and sidewalk. Mayor Burrows said it would be difficult to take the
29 property needed to do a full 66-foot wide road.

30 City Administrator Jolley said the necessary easement could be required to ensure room for
31 future constructing of the road shoulder curb, gutter and sidewalk at a future point.
32 Councilmember Thomas said it is a good point to make sure Richfield is thinking about
33 being pedestrian friendly moving forward. Councilmember Street said that is one thing that
34 sets Richfield apart and makes it better from other communities is its curb, gutter and
35 sidewalks. Councilmember Thompson said it has become a busy road and will only get
36 more so as development occurs.  **Motion:** Adopt Ordinance 2024-7 annexing the

37 property owned by John & Natalie Call and Gordon & Jackie Anderson, located at
38 approximately 1149 North 500 East and require the needed easement for the 66-foot
39 roadway width. **Action:** Approve, **Moved by** Kendrick Thomas, **Seconded by** Kip Hansen.

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

41 **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

42 **Excused:** Brayden Gardner.

43
44 c. Consider adopting Ordinance 2024-8 annexing the property owned by Jeff Albrecht,
45 located at approximately 1249 West 1650 South. Mayor Burrows asked if there would be a
46 commitment to hook onto water and sewer once it becomes available. City Administrator
47 Jolley said by ordinance they would be required to. She said Jeff is aware of the

1 requirement.  **Motion:** Adopt Ordinance 2024-8 annexing the property owned by Jeff
2 Albrecht, located at approximately 1249 West 1650 South with the condition of the
3 requirement to connect to water and sewer when available. **Action:** Approve, **Moved by**
4 Kip Hansen, **Seconded by** Elaine Street.

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

6 **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

7 **Excused:** Brayden Gardner.

8
9 d. Consider adopting Resolution 2024-7 to pick up Tier II Contributions for public
10 safety. Mayor Burrows said this was a topic discussed during the last council meeting. This
11 is for the tier II public safety employees to help them cover additional retirement costs.
12 Instead of the standard 4 percent, it would be 4.73 percent. **Motion:** Adopt Resolution
13 2024-7 to pick up Tier II Contributions for public safety up to a maximum of 4.73 percent.
14 **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Kendrick Thomas.

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

16 **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

17 **Excused:** Brayden Gardner.

18
19 e. Consider adopting a tentative budget for fiscal year 2024-25.

20 Mayor Burrows said a few things have been added to the budget for the upcoming fiscal
21 year. Some money has been set aside for a study to completely update the city's general
22 plan and zoning ordinance. The City has been playing catchup for decades. It needs to be
23 up to date. The pavement preservation plan would also be included in the study.

24 Mayor Burrows said it would be to the city's advantage to have professional help in
25 updating its plan and zoning, especially as more people move to the area. He said some
26 developments have already started to change the feel of Richfield as a rural community.
27 While growth is inevitable and necessary, Mayor Burrows said the general plan and zoning
28 code are tools to help control how future development affects Richfield City.

29 Councilmember Thomas said another community he worked with in Cache Valley had very
30 obviously had some specific and professional help in shaping their ordinances, as far as
31 open space and how steep a slope could be built. It was limiting for the developer, but it
32 worked to the community's advantage. This community was able to control how the future
33 development occurred. He said the council would have to spend some time with the
34 planner to give them a vision of what Richfield's development should look like in the
35 future.

36 Councilmember Hansen said the city's good faith effort in adopting RM-24 was proof that it
37 needs some professional help when addressing planning and zoning issues. The city is
38 behind the curve.

39 There is approximately \$80,000 set aside in the fund, with another \$50,000 available from
40 the Utah Permanent Community Impact Fund Board.

41 Councilmember Thompson asked who offers this type of help. Administrator Jolley said the
42 city is using Mike Hansen, who the city has a contract with to finish the general plan.

43 Councilman Thompson asked if the city is going to spend the money, would it be an
44 advantage to shop around and find the best planner it can.

45 Administrator Jolley said Hansen knows what he is talking about. He used to work with
46 Jones & DeMille, and is now a fulltime community planner. In the past the city has cut back
47 on costs, and ended up with a product that wasn't as good as it could have been.

Councilmember Thomas said even though Mike Hansen is no longer with Jones & DeMille, he is still well liked by the firm and very competent. He said he is trying to explore and see if what Mike offers is similar to what the community in the Cache Valley was provided by its planner. Councilmember Thompson said the city should vet whoever does the planning and zoning updates. He said Brad Houston is another name that could be reached out to for suggestions as to who could fill the role.

Councilmember Thomas asked about the land the city is considering trading with SITLA for a new R in the hills west of town. He said there are people who are willing to donate funds and labor to the effort, but the city would still need to come up with \$20-\$30,000 to get the R built.

Councilmember Thompson asked if the college would be willing to help with the R effort. There will be some money in the general fund that could be transferred to capital projects. However, first the city has to make sure it has the money available for the match to the Water Conservation grant, which would go toward the pool project, according to Administrator Jolley

Under the fire budget there is an additional \$252,000 budgeted, said Councilmember Thomas.

Financial Director Jenson said the fire department has a truck that is aging out, so this money is being set aside for an eventual replacement. The fire department does have one new truck that will show up this summer, but that money has already been allocated. It's one of those things the city is trying to budget for ahead of time.

Councilmember Thomas asked how the roads budget is now following the Centennial Park road reconstruction. Finance Director Jenson said he and public works director Keith Mogan have budgeted some money for road maintenance, as well as the class c road funds, which come in incrementally throughout the year.

Councilmember Hansen said at some point the city should consider doing something with the visitor's center parking. He said if there is an opportunity in the future, the visitor center parking lot would be a good candidate for it.  **Motion:** Adopt the tentative budget for the 2024-25 fiscal year, **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Kendrick Thomas.

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

Yes: Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

Excused: Brayden Gardner.

f. USDA funding through Celeste Malloy's office - Carson DeMille addressed the council. This funding was applied for this quite a while ago to get a water line under the freeway. It's been preliminarily approved, but there are some permitting items that need to be completed prior. We wanted to get the council's approval to get the EPRs done. We can execute the entire contract, or just do that portion so that it can continue to pursue the funding. The city would be up for 25 percent match – approximately \$281,000. USDA asked if the city would need help coming up with that match. USDA has some requirements in order to get the funding.

Motion: Approve Jones & DeMille to move forward with the next steps in obtaining funding through the USDA and Celeste Malloy's office. **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Elaine Street.

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

Yes: Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

1
2 7. **OTHER BUSINESS.** Library Director Michelle Olsen thanked the council for its support of the
3 library and fulfilling the term of 110 years of Richfield's agreement with the Carnegie Foundation
4 for the building the library. It is one of 13 left in the state of Utah, but there are some that are
5 disappearing.

6
7 Mayor Burrows asked if there is anyway to rehabilitate the marque sign at the city park. The
8 college indicated it would be interesting in helping with it. Administrator Jolley said General
9 Electric was going to charge approximately \$11,000 to repair the sign about four years ago, which
10 resulted in the city not moving forward. It's old enough there are no parts for it. Mayor Burrows
11 said there may be a way to replace the electronics with something more modern in the current
12 structure of the sign.

13 Councilmember Thompson said Snow President Staci McIlff is a strong advocate for Richfield, so it
14 may be a good time to partner with the school on projects. Mayor Burrows said the county could
15 also have some use for the sign, and perhaps could also participate.

16
17 Mayor Burrows asked if the city has heard any more on a grant that would help with lead pipes in
18 town. There is some funding through the Environmental Protection Agency, and the city is waiting
19 to hear back from Celeste Malloy's office.

20
21 Councilmember Thomas said the city's application for the pool to the CIB is complete.

22
23 City Administrator Jolley asked if there is a possibility of building the pool at a reduced rate. What
24 could the city do for \$7 million? She said the major cost of the project is the building, and perhaps
25 something more basic could be constructed.

26
27 Councilmember Thomas said he fears cutting back the costs could wind up with the city being step
28 back from what it currently has. Mayor Burrows said if something isn't done, there will be nothing
29 at all for a pool.



30
31 8. **ADJOURNMENT** **Motion: Adjourn Action: Adjourn, Moved by** Tanner Thompson,
32 **Seconded by** Kip Hansen.

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

34 **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

35 **Excused:** Brayden Gardner.