

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

September 17, 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, Adam Hanover, Mike Kelly

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.

Councilmember M. Stephensen led the Pledge of Allegiance to begin the meeting.

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held August 20, 2024. Councilmember A. Hanover motioned for the Clarkston Town Council to approve and adopt the minutes of August 20, 2024. Councilmember M. Stephensen seconded the motion. All in favor "Aye" Motion Carried.

2. BUSINESS

Proposed Rental Fee Schedule for the Community Center – The Council reviewed and discussed the rental fee schedule for the Community Center. The current fee schedule for the Community Center is as follows:

- 0-3 hours \$35
- 3-5 hours \$50
- 5-8 hours \$100
- Refundable Security Deposit \$100

The Council discussed and determined to amend the Community Center Fees as follows:

- 0-3 hours \$50
- 3-5 hours \$75
- 5-8 hours \$100
- Refundable Security Deposit \$200

The rental contract will also state, in conjunction with the security deposit, that the renter is solely responsible for replacing or paying for any damage done to the

electronics during their use of the building. The Council discussed and agreed that the community center is for Clarkston residents and would not be rented out to non-residents. Religious and civic groups will be able to use the community center free of charge but will be required to sign the contract and pay the security deposit.

Subdivision Ordinance Discussion – Councilmember A. Hanover reported that the Planning Commission would be holding a public hearing on September 18, 2024 at 7:00 pm to hear public comment on the updated Clarkston Town Subdivision Ordinance. The subdivision code has been reviewed and amended by the Hansen Planning Group and Mike Hansen will be at the public hearing to explain the amendments made to the subdivision ordinance, address the comments made by the Planning Commission and answer any questions regarding it. Mayor Hidalgo stated that this ordinance needs to be in place by January 1, 2025.

3. Departments

Mayor Hidalgo – Hazard Mitigation Risk Update – Mayor Hidalgo reported that he and the Clarkston Town Emergency Manager Jordan Oliver had attended a Hazard Mitigation Kickoff Meeting to discuss hazard mitigation and risk assessment strategies. Mayor Hidalgo stated that Cache County is kicking off another Hazard Mitigation and Risk Assessment Update. They are required to do one every five years and is a major undertaking. Mr. Oliver will spearhead this effort for Clarkston Town. It is a major undertaking. Mayor Hidalgo said that cities and towns can opt out of this but if they do, they would not be eligible for FEMA funding. These efforts are vital to ensuring our communities safety and resilience in the face of natural and man-made hazards.

Town Hall and Community Center Update – Mayor Hidalgo reported that we are nearing the completion of the new town hall and community center. The carpet has been installed and the building will be thoroughly cleaned by professionals next week. All-Tech is installing all the electronics and the brick and metal is almost done on the outside of the building. The landscaping on the north side of the building has been done. Culverts were installed enclosing the ditch and asphalt has been laid for additional parking. A curb and gutter will be *installed* in front of the building to the end of the sidewalk. Next spring the sprinkling system will be done, and grass planted. The building should be completed by the end of September.

Roads Department – Mayor Hidalgo stated that road repairs have been done for this year. The town float being stored in the road shed will be moved to the green shed at the cemetery and the snowplow will be brought back to the roads shed for the winter. Roads Supervisor Russell Davis will get the snowplow serviced and ready to go before winter.

Parks Department – Mayor Hidalgo reported that Jeremy Hidalgo had been working hard to fix the sprinkling system that was damaged on the side of the town hall and community center building during construction. He has got it back up and running. The plan is to hydroseed on the north and south sides of the town hall and community center building and around the parking lot and fire department road. That will be done next spring.

Councilmember M. Stephensen - June Warrant List – Councilmember M. Stephensen presented the Warrant List for August 2024. Councilmember A. Hanover motioned for the Clarkston Town Council to approve the Warrant List as read. Councilmember M. Kelly seconded the motion. All in favor “Aye.” Motion carried

Youth Council – Councilmember M. Stephensen reported that the youth council is planning a Halloween movie activity. It will be held on October 12, 2024 at the community center. The following movies will be shown:

- 4:00 pm - Curious George Boo Fest for children ages 8 and under.
- 5:30 pm – Casper for children ages 12 and under
- 8:00 pm – The Quiet Place for teens ages 13 -18

The youth council will take door hangers around advertising the activity and Town Clerk Krisit Hidalgo will post it on the Clarkston Town website and Facebook page.

Citizen Advisory Committee – Councilmember M. Stephensen said that she hasn’t heard back from the company that bid on the project. Mayor Hidalgo recommended contacting another company for a bid on the project. Clarkston Town was awarded a \$44,266 RAPZ Tax Grant for the project. Councilmember M. Stephensen will create a survey to be sent out with the water bills asking for citizen input on the two options: One tennis court, pickleball courts and two half basketball courts or pickleball courts and one full basketball court.

Councilmember A. Hanover – Water Department – Councilmember A. Hanover reported that Town Engineer Scott Archibald was working on a report with an itemized, detailed list of what improvements need to be done on Myler Springs so that it can be turned back into the Clarkston Town Culinary Water System. Councilmember A. Hanover will present that report to the Council when he receives it from Water Operator Bryan Goodsell.

Planning Commission – Councilmember A. Hanover invited the Council to attend the Clarkston Town Subdivision Ordinance Public Hearing September 18, 2024 at 7:00 pm.

Councilmember M. Kelly – Cemetery Department – Councilmember M. Kelly reported that the Clarkston 2nd Ward Young Women and Elders Quorum performed some service at the Cemetery on September 11, 2024 National Day of Service. The Young Women cleaned headstones, and the Elders trimmed the headstones with weed whackers.

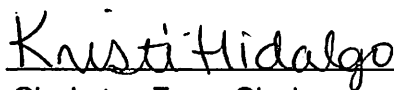
Drinking Water Fountains – Mayor Hidalgo stated that a Clarkston citizen had agreed to repair them but hasn't done it yet. He said he would get that done by October. If he doesn't, Mayor Hidalgo told Councilmember M. Kelly to plan on replacing the drinking fountains with commercial drinking fountains next spring .

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday October 1, 2024 at 7:00 pm.

5. ADJOURN

There being no further business to come before the Council, Councilmember A. Hanover. motioned that the Clarkston Town Council Meeting be adjourned. Councilmember M. Stephensen seconded the motion. All members present voted "Aye". Motion carried. The meeting was adjourned at 8:00 p.m.



Clarkston Town Clerk



Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
ADMINISTRATION							
10-44-220 MILEAGE							
440	KRISTI HIDALGO	081924	Mileage	08/16/2024	49.13	49.13	08/20/2024
10-44-240 OFFICE SUPPLIES & EXPENSE							
902	COAST TO COAST	A2698228	PRINTER TONER	08/07/2024	79.99	79.99	08/20/2024
916	VISA	081924	STAMPED ENVELOPES	07/02/2024	900.00	900.00	08/20/2024
10-44-250 EQUIPMENT - SUPPLY/MAINT							
128	CASELLE, INC.	133114	ANNUAL SUPPORT FEE	06/01/2024	1,436.50	1,436.50	08/20/2024
10-44-270 UTILITIES							
657	ALLTECH	A7137-28	PHONE SERVICE - TOWN HALL	08/15/2024	36.48	36.48	08/20/2024
246	COMCAST	080624	INTERNET	07/22/2024	104.70	104.70	08/06/2024
189	DOMINION ENERGY	080624	UTILITIES	07/22/2024	7.20	7.20	08/06/2024
219	ROCKY MOUNTAIN POWER	080624	UTILITIES	07/18/2024	86.23	86.23	08/06/2024
219	ROCKY MOUNTAIN POWER	082624	UTILITIES	08/19/2024	107.25	107.25	08/26/2024
10-44-300 SUBDIVISION EXPENSES							
207	SUNRISE ENGINEERING, INC.	0139459	WILLIS ACRES SUBDIVISION - P	12/15/2023	421.60	421.60	08/06/2024
207	SUNRISE ENGINEERING, INC.	0145677	WILLIS ACRES SUBDIVISION - P	08/14/2024	59.25	59.25	08/20/2024
10-44-305 LEGAL/PROFESSIONAL							
184	OLSON & HOGGAN, PC	218162	LEGAL SERVICES - WINTER C	07/31/2024	385.00	385.00	08/20/2024
207	SUNRISE ENGINEERING, INC.	0145677	WINTER CANYON - LEGAL COU	08/14/2024	1,691.50	1,691.50	08/20/2024
10-44-315 AUDITOR							
272	STEVEN R. MISENER, CPA	57150	QUARTERLY REPORTS	07/12/2024	235.00	235.00	08/20/2024
10-44-320 E911 FEES							
685	LOGAN CITY	080624	911 FEE	07/25/2024	834.00	834.00	08/06/2024
685	LOGAN CITY	082624	911 FEE	08/21/2024	834.00	834.00	08/26/2024
10-44-330 SANITATION COLLECTION FEES							
913	WM CORPORATE SERVICES,IN	0060102-2514-	SANITATION COLLECTION	08/02/2024	5,647.90	5,647.90	08/06/2024
Total ADMINISTRATION:					12,915.73	12,915.73	
LAW ENFORCEMENT							
10-51-110 ANNUAL CONTRACT/SERVICES							
260	CACHE COUNTY CORPORATIO	7066	LAW ENFORCEMENT CONTRA	07/17/2024	4,842.00	4,842.00	08/06/2024
10-51-390 ANIMAL CONTROL							
260	CACHE COUNTY CORPORATIO	7066	ANIMAL CONTROL SERVICE CO	07/17/2024	1,737.50	1,737.50	08/06/2024
Total LAW ENFORCEMENT:					6,579.50	6,579.50	
FIRE & RESCUE							
10-53-250 FIRE & RESCUE EQUIPMENT							
916	VISA	081924	FIRE TRUCK TIRES - FIRE DEPT	07/02/2024	5,380.36	5,380.36	08/20/2024
10-53-270 FUEL/OIL & UTILITIES							
657	ALLTECH	A7137-28	PHONE SERVICE - FIRE DEPT.	08/15/2024	36.48	36.48	08/20/2024
246	COMCAST	080624	INTERNET	07/22/2024	104.69	104.69	08/06/2024
189	DOMINION ENERGY	080624	UTILITIES	07/22/2024	9.81	9.81	08/06/2024
234	R. L. MILLER ENTERPRISES IN	7703	Fuel Usage	08/30/2024	84.33	84.33	08/20/2024
234	R. L. MILLER ENTERPRISES IN	7704	Fuel Usage	07/03/2024	84.35	84.35	08/20/2024
234	R. L. MILLER ENTERPRISES IN	9003	Fuel Usage	07/07/2024	139.50	139.50	08/20/2024
219	ROCKY MOUNTAIN POWER	080624	UTILITIES	07/18/2024	146.47	146.47	08/06/2024
219	ROCKY MOUNTAIN POWER	082624	UTILITIES	08/19/2024	162.91	162.91	08/26/2024
10-53-280 VEHICLE & MAINT/TESTING							
532	WEIDNER FIRE	68627	EQUIPMENT TESTING	06/03/2024	2,913.50	2,913.50	08/26/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total FIRE & RESCUE:					9,062.40	9,062.40	
ROADS & STREETS DEPARTMENT							
10-60-420 ROAD UTILITIES/STREET LIGHTS							
189	DOMINION ENERGY	080624	UTILITIES	07/22/2024	7.20	7.20	08/06/2024
219	ROCKY MOUNTAIN POWER	080624	UTILITIES	07/18/2024	611.00	611.00	08/06/2024
219	ROCKY MOUNTAIN POWER	082624	UTILITIES	08/19/2024	619.61	619.61	08/26/2024
Total ROADS & STREETS DEPARTMENT:					1,237.81	1,237.81	
PARKS & RECREATION							
10-70-250 PARK GENERAL							
889	CIRCLE B IRRIGATION	2408-203424	PARK MISC.	08/12/2024	51.56	51.56	08/20/2024
889	CIRCLE B IRRIGATION	2408-203537	PARK MISC.	08/13/2024	20.98	20.98	08/20/2024
889	CIRCLE B IRRIGATION	2408-203538	PARK MISC.	08/13/2024	1.99	1.99	08/20/2024
889	CIRCLE B IRRIGATION	2408-230167	PARK MISC.	08/08/2024	69.05	69.05	08/20/2024
855	JEREMY HIDALGO	081224	REIMBURSEMET - PARKS SPRI	08/12/2024	106.05	106.05	08/19/2024
855	JEREMY HIDALGO	081924	MILEAGE	08/19/2024	138.21	138.21	08/20/2024
219	ROCKY MOUNTAIN POWER	080624	UTILITIES	07/18/2024	44.11	44.11	08/06/2024
219	ROCKY MOUNTAIN POWER	082624	UTILITIES	08/19/2024	31.91	31.91	08/26/2024
10-70-800 CONTRACT SERVICES - MOWING							
848	DISTINCTIVE LANDSCAPE	7671	LAWN CARE	08/02/2024	450.00	450.00	08/06/2024
10-70-820 CIVIC CENTER UTILITIES							
219	ROCKY MOUNTAIN POWER	082624	UTILITIES	08/19/2024	25.46	25.46	08/26/2024
Total PARKS & RECREATION:					939.32	939.32	
Total GENERAL FUND:					30,734.76	30,734.76	
Capital Projects Fund							
41-40-110 NEW TOWN HALL - ADMIN DEPT.							
887	BAIRDESIGN	710	ARCHITECT FEES FOR SPEC B	08/15/2024	2,500.00	2,500.00	08/26/2024
Total :					2,500.00	2,500.00	
Total Capital Projects Fund:					2,500.00	2,500.00	
WATER FUND							
WATER DEPARTMENT							
51-81-240 OFFICE SUPPLIES & EXPENSE							
902	COAST TO COAST	A2698228	PRINTER TONER	08/07/2024	80.00	80.00	08/20/2024
916	VISA	081924	CERTIFIED MAILINGS	07/02/2024	67.10	67.10	08/20/2024
916	VISA	081924	STAMPED ENVELOPES	07/02/2024	900.00	900.00	08/20/2024
51-81-250 WATER DEPT EQUIP-SUPPLY/MAINT							
128	CASELLE, INC.	133114	ANNUAL SUPPORT FEE	06/01/2024	1,436.50	1,436.50	08/20/2024
51-81-270 UTILITIES							
219	ROCKY MOUNTAIN POWER	080624	UTILITIES	07/18/2024	102.56	102.56	08/06/2024
219	ROCKY MOUNTAIN POWER	082624	UTILITIES	08/19/2024	107.92	107.92	08/26/2024
51-81-370 WATER SAMPLING							
114	BEAR RIVER HEALTH DEPT.	080624	WATER SAMPLING	08/01/2024	50.00	50.00	08/06/2024
51-81-610 MISCELLANEOUS SUPPLIES							
207	SUNRISE ENGINEERING, INC.	0139459	DRINKING WATER SOURCE PR	12/15/2023	440.75	440.75	08/06/2024
Total WATER DEPARTMENT:					3,184.83	3,184.83	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total WATER FUND:					3,184.83	3,184.83	
PERPETUAL CARE FUND							
PERPETUAL CARE DEPARTMENT							
71-40-710 MAINTENANCE							
889	CIRCLE B IRRIGATION	2408-202536	CEMETERY MISC.	08/01/2024	3.58	3.58	08/06/2024
889	CIRCLE B IRRIGATION	2408-202896	CEMETERY MISC.	08/06/2024	141.59	141.59	08/06/2024
603	CRAIG HIDALGO	080624	REIMBURSEMENT - CEMETERY	08/06/2024	82.00	82.00	08/06/2024
160	IPACO, INC	PS520762	MISC. SUPPLIES	08/19/2024	19.16	19.16	08/20/2024
855	JEREMY HIDALGO	081924	REIMBURSEMENT - CEMETERY	08/19/2024	46.52	46.52	08/20/2024
175	LOWES	080624	CEMETERY SOD	06/30/2024	56.94	56.94	08/06/2024
594	PETERSEN PLUMBING SUPPLY	3305868	CEMETERY SUPPLIES	08/08/2024	20.74	20.74	08/20/2024
916	VISA	081924	CEMETERY MOWER GAS	07/02/2024	107.43	107.43	08/20/2024
71-40-810 MISC/IMPROVEMENTS							
160	IPACO, INC	PS521015	CEMETERY CHAIN	08/21/2024	59.20	59.20	08/26/2024
916	VISA	081924	CEMETERY SEPTIC TANK COV	07/02/2024	188.87	188.87	08/20/2024
71-40-850 CONTRACT SERVICES							
341	GATEWAY MAPPING	0175404	CEMETERY SPATIAL GEN. ANN	07/29/2024	524.00	524.00	08/06/2024
Total PERPETUAL CARE DEPARTMENT:					1,250.03	1,250.03	
Total PERPETUAL CARE FUND:					1,250.03	1,250.03	
Grand Totals:					37,669.62	37,669.62	

Dated: 17 Sept. 2024Mayor: N. Acuña HidalgoCity Council: [Signature][Signature]City Recorder: Kristi Hidalgo

Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.