

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: Scott Archibald – Sunrise Engineering, Matthew McDougal – Sunrise Engineering, Holly Jones – Clarkston Town Deputy Clerk, Bryan Goodsell – Clarkston Town Water Operator, Elroy Pearson, Shelly Pearson

1. CALL TO ORDER

Mayor Hidalgo called the Clarkston Town Council to order at 7:00 p.m. Councilmember A. Hanover led the Pledge of Allegiance and offered Reverence to begin the meeting.

Mayor Hidalgo addressed the minutes of the Clarkston Town Council Meeting held October 1, 2024. Councilmember A. Hanover motioned for the Clarkston Town Council to approve and adopt the minutes of October 1, 2024. Councilmember M. Kelly seconded the motion. All in favor “Aye” Motion Carried.

2. BUSINESS

Youth Council Liaison – The youth council liaison was not able to attend the meeting this month.

Scott Archibald – Mylar Spring Improvements – Scott Archibald and Matt McDougall from Sunrise Engineering came before the Council to discuss Mylar Spring Improvements. See Exhibit A Mayor Hidalgo stated that Mylar Spring had to be changed from active to an inactive status and taken out of the water system to pass the 2024 Sanitary Survey conducted by the State of Utah. Scott Archibald reported that Mayor Hidalgo asked him to take a look at Mylar Spring and get a feel for what’s going on with that spring. The water is not currently being used. It has been diverted and turned out of the system. There are valves in the spring box that allow us to divert it and it’s just being collected in the pipe, hitting the collection box and being diverted off into the ditch at this point. Mr. Archibald stated that Clarkston Water Operator Bryan Goodsell took him and Matthew McDougall up to the spring to investigate and a good portion of the system has grass but there is some surface vegetation that has overgrown the area. This includes willows and some larger tree and deep-rooted vegetation. There are bigger pockets of willows that have grown and grown and have become a nuisance. Roots of vegetation have grown into the perforated pipe and spring collection boxes causing contamination of the water.

Mr. Archibald offered the following alternatives for Mylar Spring Improvements:

Maintenance Alternative

- Remove surface and deep-rooted vegetation

- Clean collection and transmission lines
- Replace spring collection box
- Estimated Cost: \$120,000

Maintenance & Development Alternative

- Inclusive of all items from the Maintenance Alternative
- Further develop the spring
- Estimated Cost: \$230,000

Mr. Archibald stated that getting rid of the deep-rooted vegetation is the number one thing that needs to happen. The best way to do that would be to try to kill and poison the deep-rooted vegetation and clean them out of the system. Mr. Archibald said that there is a significant amount of water produced by Mylar Spring. It is a very valuable source, and it would be beneficial to get it back into the water system. It produces several hundred gallons a minute. Mr. Archibald recommended that the Council consider budgeting for these improvements and get Mylar Spring back on-line. The key is to get the willows out of Mylar Spring and keep them out. Maintenance is crucial. The area needs to be mowed yearly.

Holly Jones – Cemetery Rules and Regulations Booklet – Cemetery Clerk Holly Jones stated that when someone buys a cemetery plot, she sends them a certificate and a copy of the Cemetery Rules and Regulations Booklet. Mrs. Jones reported that changes have been made to the Cemetery Code and the booklet is outdated.

Mrs. Jones read the following from Clarkston Town Code:

7-5-13A

- 2. The cemetery clerk may from time to time under the direction of the town council compile and publish a booklet of rules and regulations for the convenience of the purchasers of lots in the town cemetery. Such rules and regulations shall constitute a part of the terms and conditions under which owners and users may utilize the cemetery.*
- 3. Any changes in the rules and regulations shall be adopted by the town council before such changes shall be official.*

Mrs. Jones stated that she came before the Council for approval to update the booklet. Mrs. Jones handed out a copy of the proposed changes to Mayor Hidalgo and the Councilmembers. See Exhibit B Mrs. Jones said that everything highlighted in yellow is a proposed change. Clarkston Town Code references are next to the proposed changes showing that most everything has been taken directly from the code. The proposed changes that say “cemetery” by them are policies adopted by the town through the years and aren’t found in the town code. Mrs. Jones wondered if the references to the Clarkston Town Code should be removed before printing the booklet. The Council determined that the Town Code references should be put in the booklet so that people can go directly to the code if they need to understand something. Mrs. Jones concluded that after the Council approves the changes, she would have new booklets printed. Councilmember M. Stephensen made a motion to approve the Proposed Amendments to the Cemetery Rules and Regulations Booklet. Councilmember A. Hanover seconded the motion. All in Favor “Aye” Motion Carried.

Resolution 24-09 “A Resolution Amending the Master Fee Schedule to Include a Minor Subdivision Fee” – The Council approved and adopted a Clarkston Town Minor Subdivision Ordinance on October 1, 2024. Mayor Hidalgo stated that The Hansen Group that drafted the Minor Subdivision Ordinance for the Town recommended a \$300 Fee. The Town Clerk Kristi Hidalgo did some research on what other communities were charging for Minor Subdivisions and \$300 was close to what other communities charge. Mayor Hidalgo proposed that the Minor Subdivision Fee be \$300 and note that the developer is responsible for any attorney and engineering fees associated with the Minor Subdivision. The Council discussed and agreed on the \$300 fee but wanted the following to be noted: The developer is responsible for any attorney and engineering fees associated with a Minor Subdivision that exceeds the Minor Subdivision Fee. There was no further discussion, so Mayor Hidalgo read the Ordinance and asked for a motion to adopt Ordinance 24-09. Councilmember A. Hanover motioned for the Council to approve and adopt Ordinance 24-09. Councilmember M. Stephensen seconded the motion.

Roll Call Vote:

Mayor Hidalgo	<u>X</u> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember M. Stephensen	<u>X</u> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember A. Hanover	<u>X</u> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember M. Kelly	<u>X</u> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

Proposed Amendments to Winter Parking Regulations – Mayor Hidalgo proposed that the following amendments be made to the Winter Parking Regulations:

Clarkston Town Code 6-1-4

E. Winter Parking:

- Roadside parking will be limited from November 15 of each year to the following March 15 during the hours of ten o'clock (10:00) P.M. to ~~six o'clock (6:00)~~ **eight o'clock (8:00)** A.M.*
- During the dates and time specified, there shall be no vehicles, **boats, campers, trailers, construction equipment, etc.** parked or stored within ~~twenty feet (20')~~ **ten feet (10')** to the left or right of the midpoint of the road **feet of the edge of the road.***
- Following November 15, first offense violations of this subsection will result in a ~~parking citation~~ **warning**, which will be issued by the county sheriff's office.*
- Second and all subsequent offenses will result in a parking citation, issued by the county sheriff's office, and the vehicle will be towed at the owner's expense.*
- The fee schedule for violations will be as follows:*
 - ~~First Violation, ten dollars(10.00);~~*
 - ~~Second and subsequent violations, twenty-five dollars (\$25.00)~~*

Citation fees for violations shall be in accordance with the Town's prevailing fee schedule.

The Council discussed and agreed with the proposed changes to the Winter Parking Regulations.

Ordinance 24-03 “A Resolution Amending the Clarkston Town Master Fee Schedule to Update the Community Center and Amphitheater Rental Fees - Mayor Hidalgo read the ordinance and asked for a motion to adopt Ordinance 24-03. Councilmember A. Hanover motioned for the Council to approve and adopt Ordinance 24-03. Councilmember M. Kelly seconded the motion.

Roll Call Vote:

Mayor Hidalgo	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember M. Stephensen	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember A. Hanover	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember M. Kelly	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

Waste Management Rate Increase – Mayor Hidalgo informed the Council that the Cache Waste Consortium (CWC) had been notified by Waste Management that there would be a \$1.00 rate increase for Garbage Collection Services, effective October 1, 2024. Based on the service agreement between the CWC and Waste Management annual adjustment rates are calculated according to the Consumer Price Index (CPI).

Resolution 24-10 “A Resolution Amending the Clarkston Town Master Fee Schedule to Increase Garbage Collection Fees” – Mayor Hidalgo read the resolution and asked for a motion to adopt Resolution 24-10. Councilmember A. Hanover motioned for the Council to approve and adopt Resolution 24-10. Councilmember M. Stephensen seconded the motion.

Roll Call Vote:

Mayor Hidalgo	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember M. Stephensen	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember A. Hanover	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember M. Kelly	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

3. Departments

Roads Department – Mayor Hidalgo reported that FY Road Repairs have all been completed. The snowplow, skid steer and all of the attachments have been serviced and are ready to go for the winter.

Parks Department - Mayor Hidalgo stated that the park is shut down for the year. The water has been turned off and there is no water available in the 76-er or park. Covers have been put on the new drinking fountain for the winter.

Councilmember M. Stephensen – October Warrant List – Councilmember M. Stephensen presented the Warrant List for October 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 – Santa on the Fire Engine - Councilmember M. Stephensen reported that the Youth Council will be sponsoring Santa on the Fire Engine again this year. It will be held on December 7, 2024 at 9:00 a.m. The Youth Council met and put together Santa bags for the event.

Santa's Letter Box – Councilmember M. Stephensen stated that the Youth Council would be setting up Santa's Letter Box on Friday November 29, 2024. It will be up until December 20, 2024.

Youth Council Vacancies – Councilmember M. Stephensen informed the Council that there will be three youth council vacancies coming up in 2025. Interested youth will fill out applications and come before the Council for impromptu interviews and the Council will select the new youth council members.

Citizen Advisory Committee - Pickle Ball Court Project Survey – Councilmember M. Stephensen reported that survey results have been coming in for the Pickleball Court options. The following are the Pickle Ball Court Options:

- Option 1 – Full size basketball court running east/west on the south side of the existing pad. Tennis court next to basketball court also running east/west. 2 pickleball courts next to the tennis court on the north end of the existing pad.
- Option 2 – Keep both existing half-court basketball courts on west side of pad. Keep the existing tennis court on west side of pad (shared court with basketball). 3 pickle ball Courts on the east side of the pad.
- Option 3 – Full size basketball court running east/west on the south side of the existing pad. 4 pickleball courts on the north side of the existing pad. No tennis court.

The Council determined that the deadline for the survey would be December 1, 2024. The Council will determine which option to go with based on the survey results.

3 Things to Know – Councilmember M. Stephensen stated that she attended a Women in Government Luncheon with women across the County and they brought up a really good idea that she would like to implement in Clarkston Town. It is called 3 Things to Know. Regularly she would post 3 things that citizens need to know that is going on in the town. It would be posted on the Clarkston Town website, Facebook Page, at the Town Hall and Post Office. The three things she plans to post for the upcoming week are as follows:

- Winter Parking Regulations
- Pickleball Survey
- Santa on the Fire Engine

The Council that it was a fantastic idea and would help with awareness and communication in our community. Councilmember M. Stephensen will spearhead 3 Things to Know.

Councilmember A. Hanover – Planning Commission – Councilmember A. Hanover reported that the next Planning and Zoning Meeting would be held on November 13, 2024 at 6:00 pm. The Planning Commission will be discussing the Minor Subdivision Ordinance and proposed changes to it. Mayor Hidalgo asked the Town Attorney Seth Tait to be present at the meeting to discuss essential amendments that will strengthen the ordinance and fully protect the Town against developers abusing the Minor Subdivision Ordinance in their favor. Councilmember A. Hanover stated that Ryan Godfrey and Kirsten Godfrey are on the agenda to inquire about a proposed new subdivision on the property located at 379 North 200 East.

Councilmember M. Kelly – Cemetery Department – Councilmember M. Kelly reported that the Cemetery Department is functioning well. It has been winterized and the new fountain covered for the winter.

Float – Councilmember M. Kelly stated that the town float had been moved out to the green cemetery shed for the winter.

Cache County School District – Councilmember M. Kelly reported that he monitors the Cache County School Districts website regularly and there hasn't been anything pertinent to Clarkston Town on the website.

Public Comment

Elroy Pearson - Mr. Pearson thanked the Council for doing what they do for the town. He stated that he attended the Truth in Taxation Meeting, and it was pretty rough. Mr. Pearson said that he appreciated the work that the Council puts in on behalf of the town.

Closed Session to Discuss Reasonably Imminent Litigation - Mayor Hidalgo asked for a recommendation to go into a Closed Session to discuss reasonably imminent litigation. Councilmember A. Hanover made the motion to go into a Closed Session. Councilmember M. Stephensen seconded the motion. All in favor "Aye". Motion carried. The Mayor and Council entered an Executive Session at 8:17 p.m.

Mayor Hidalgo and the Council returned from the Closed Session at 8:27 p.m. Mayor Hidalgo asked for a motion to return to the regular Town Council Meeting. Councilmember M. Stephensen made a motion to return to the regular Town Council Meeting. Councilmember M. Kelly seconded the motion. All in favor "Aye" Motion carried

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday December 3, 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. Kelly seconded the motion. All members present voted "Aye". Motion carried. The meeting was adjourned at 8:31 p.m.



Kristi Hidalgo
Clarkston Town Clerk