

MINUTES OF THE TOWN COUNCIL
MEETING
OF THE TOWN OF CLARKSTON

February 4, 2025
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, Jared Petersen

Town Clerk: Kristi Hidalgo

Public Attendance: Brooke Coulam, Luke Rashall

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 January 7, 2025. Councilmember M. Kelly motioned for the Clarkston Town Council to approve and adopt the minutes of January 7, 2025. Councilmember A. Hanover seconded the motion. All in favor "Aye" Motion Carried.

2. BUSINESS

Youth Council Liaison – Youth Councilmember Brooke Coulam introduced herself and reported that on February 22, 2025 the youth council would be hosting a luncheon for all the widows and widowers in the community. They will be escorted to the community center by the young men serving on the youth council and some of their fathers. She stated that this is a good opportunity for the youth council to talk to them, get to know them and help them to feel needed and loved.

Annual Open and Public Meeting Act – Mayor Hidalgo reminded the Council that they needed to complete the Open and Public Meeting Act Training for this year. The Open and Public Meeting Act Training can be done online at the following website: <https://training.auditor.utah.gov/> The Certificate of Completion should be turned in to the Town Clerk Kristi Hidalgo as proof of completing the training for 2025. The Town Clerk will keep it on file for the Annual Financial Audit. The training should be completed by the end of February.

Conflict-of-Interest Policy and Form –Town Clerk Kristi Hidalgo explained that the State of Utah passed legislation (HB80) that now requires municipalities and counties to post conflict of Interest Disclosure Statements, regardless of budget. Office holders are to complete a Conflict-of-Interest Form annually. The forms are due by January 31 of each

year in which the office holder holds office and must be posted on the Towns website (clarkstonutah.gov). The Council reviewed the Clarkston Town Conflict of Interest Policy and completed and signed the disclosure form.

Ethical Behavior Policy and Form – Town Clerk Kristi Hidalgo explained that the State of Utah requires that municipalities and counties complete a Fraud Risk Assessment annually. One of the questions asked in the assessment is whether the Town has a written policy on Ethical Behavior. The Council reviewed the Clarkston Town Ethical Behavior Policy and signed the pledge form.

KnowB4 Trainings – Mayor Hidalgo stated that there are computer online training emails that the Council and Clerks should be receiving courtesy of .gov. Mayor Hidalgo stated that the trainings are very valuable and encouraged the Council to complete the trainings when they are sent out. They are designed to personally and professionally educate us on how to avoid online scams, and other fraudulent schemes.

Amphitheater Use Request – North Logan Stake – Mayor Hidalgo stated that North Logan Stake had sent in a request to use the amphitheater on April 26, 2025 from 2:30-4:00 pm for a Youth Conference Fireside. There will be about 250 youth in attendance. Since the water may not be turned on at the cemetery by then, they have reserved the Clarkston Church and will utilize the church bathrooms for the event, if needed. Councilmember M. Stephensen motioned for the Clarkston Town Council to approve the Amphitheater Use Application. Councilmember J. Petersen seconded the motion. All in favor “Aye” Motion Carried.

Resolution 25-02 “A Resolution Appointing A Member To The Planning And Zoning Commission For The Town Of Clarkston, County OF Cache, State Of Utah” – Mayor Hidalgo reported that Lester lee is interested in joining the planning and zoning commission. He has been interested for a while but held off until he retired. Councilmember A. Hanover added that he is a good candidate for the position. He is retired but still teaches an art class on Wednesdays, so the planning and zoning meetings are going to be held on the second Thursday of each month instead of the second Wednesday of each month. Councilmember A. Hanover concluded that Lester Lee is a good man and will do a great job for the planning commission. Mayor Hidalgo asked if there was any further discussion by the Council prior to passing the resolution. There was none. Mayor Hidalgo read the resolution and solicited a roll call vote to approve and adopt Resolution 25-02.

Voting:

Mayor Hidalgo	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember M. Stephensen	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember M. Kelly	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember A. Hanover	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember J. Petersen	<u>X</u>	Aye	___	No	___	Abstain	___	Absent

Mayor Hidalgo stated that the voting was unanimously in favor of Lester Lee being appointed to the planning commission.

Surplus Property – Grader – Mayor Hidalgo stated that at the last Town Council Meeting held January 7, 2025 the Council talked briefly about surplus property of the grader and generator. Since that time, Councilman Peterson has been out and got some information and I've been out researching and doing an analysis on what we might want to do with the grader. Mayor Hidalgo presented his analysis. See Exhibit A

Mayor Hidalgo explained that he went through and looked at some of the history of the grader for the last five years starting in 2020. In 2020, we didn't use it at all. In 2021 we used it twice. It was used once on the Cemetery Expansion Project and once for snow removal. In 2022 it was used four times. Three times for the Cemetery Expansion Project and once for snow removal. That year we had to repair the radiator, get new lights, batteries and main blade rams, and purchase new chains. In 2023 it was used twice and then it broke down. There were additional mechanical problems and the wheel fell off. In 2024 in order to get it operable all of the seals had to be replaced. It was used once for snow removal and lasted part way through town, and when it broke down it was inoperable. It had to be towed out to the cemetery green shed, where it is now. The grader has been used nine times in the last five years. Four times on the Cemetery Expansion Project and five times for snow removal with an operating cost of \$22,876. Mayor Hidalgo stated that since he has been mayor the grader has never made it through the town without an issue. Every time it is used something has to be repaired. Mayor Hidalgo reported that Councilmember J. Petersen had diagnostics done on the grader. MC Repair performed the diagnostics on it and the bid for repairs was \$9,000. The following are the needed repairs: two shift boards, brass dogs, which will require pulling the engine and top of the transmission. The transmission is good. There is a problem with it going into first gear, but other gears seemed fine. If transmission needs to be repaired, it could run between \$20,000-\$30,000. MC Repair said he was concerned with parts availability for the grader. Mayor Hidalgo reported that he had also talked to the State and County Road Departments and Clair Cole Construction regarding contract options for snow grading services. The following are the contract options:

- State Road Department \$120 per hour
- Cache County Road Department \$150 per hour
- Cole Construction \$150 per hour

It takes an average of 10 hours to clear the town. Cole Construction graded the roads three times in 2023 and it cost \$1,500 each time. Mayor Hidalgo stated that the Council needed to discuss and determine what to do with the grader. Mayor Hidalgo presented the following options:

- Sell it as is
- Repair it and then try to sell it. MC Repair thinks the town could get \$35,000 for it but used machines aren't moving right now.

- Lease a grader – That would cost \$5,000 - \$7,000 a month.
- Contract for grader service – The last two years the town has done that and it has worked out great.

Mayor Hidalgo asked Councilmember J. Petersen if he had anything to add.

Councilmember J. Petersen stated that there are some winters, although we haven't had one in the last eight years or more, that the grader has been used fifteen times. When we need it, we need it. Councilmember J. Petersen still believes that we need to have a grader in town. The grader needs to be repaired or replaced. If grader services are contracted out, they need to be available at the drop of a hat. Councilmember J. Petersen stated that MC Repair also said that the grader only has a quarter of the hours on it that it could potentially have and that it was worth fixing. Councilmember J. Petersen urged the Council to consider repairing the grader. Councilmember A. Hanover stated that if the grader has been used nine times in the last five years and spent \$22,876 on repairs during that time, that averages out to be \$2,298 per year for repairs. The year that we hired it out, which was three times in 2023, we spent \$1,500 each time or \$4,500 on grader services a year. So, we are spending more on contracting it out than on grader repairs.

Councilmember A. Hanover feels that it is more cost-effective to have our own grader and repair it. Mayor Hidalgo stated that he doesn't care if the grader is fixed, with the option to sell, if the opportunity comes up and try to get some of the money back that has been put into it. Councilmember J. Petersen agreed that it is a good idea to fix the grader, use it for awhile and sell or trade it for something better. Mayor Hidalgo asked Councilmember J. Petersen what option he would recommend. Councilmember J. Petersen recommended repairing the grader. Mayor Hidalgo recommended Option 2 repairing the grader and try to sell it, if necessary. Councilmember J. Petersen advocated repairing it and sell to upgrade, not just sell.

Mayor Hidalgo asked for a vote on Option 2 – Repair and try to sell or upgrade.

Voting:

Mayor Hidalgo	<u> </u> Aye	<u>X</u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember M. Stephensen	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember M. Kelly	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember A. Hanover	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent
Councilmember J. Petersen	<u>X</u> Aye	<u> </u> No	<u> </u> Abstain	<u> </u> Absent

Mayor Hidalgo stated that the grader would be repaired and then try to sell or upgrade.

Generator – Mayor Hidalgo reported that the town owns a generator. Mervin Thompson bought it when he was Mayor over twenty-five years ago and it has just sat in his yard. When he moved to Logan, he called Mayor Hidalgo and asked him to go get it. Mayor Hidalgo didn't even know the town had a generator. It's an old diesel generator and it doesn't work. Mayor Hidalgo asked for a vote to approve selling the generator as surplus property.

Voting:

Mayor Hidalgo	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember M. Stephensen	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember M. Kelly	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember A. Hanover	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember J. Petersen	<u>X</u>	Aye	___	No	___	Abstain	___	Absent

The Generator will be noticed and sold by sealed bid.

3. DEPARTMENTS

Fire Department – Mayor Hidalgo reported that he met with Fire Chief Casey Andersen and floated an idea to him on what he would like to do with the old town hall. The fire department has a bunch of exercise equipment and Mayor Hidalgo was led to believe that the town purchased that equipment for them, but was informed by the fire chief that’s not the case. The exercise equipment was donated by fire department members. Mayor Hidalgo asked the fire chief to see if they’d be willing to donate those to the town. Mayor Hidalgo would like to move the exercise equipment to the old town hall and turn it into a gym rather than have it just sit vacant. Citizens would pay a monthly membership fee. Town employees, the fire department and their families would be able to use it free of charge. Mayor Hidalgo said that he had discussed this idea already with several citizens and had received favorable responses to it and the fire chief is very much in favor of it. He needs the room in the fire station for training purposes. The Council agreed that it is a good idea.

Councilmember M. Stephensen – January Warrant List – Councilmember M. Stephensen presented the Warrant List for January 2025. 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 would be having a luncheon for all the widows and widowers in the community on February 22, 2025 at the Community Center.

New Youth Councilmember Applications – Councilmember M. Stephensen stated that she had received two applications. It hasn’t been determined timeline wise when they would be joining the youth council. They are still accepting applications.

Youth Council Conference – Councilmember M. Stephensen stated that three members of the youth council would be participating in the Annual Youth Council Conference this year and they are really excited about it. It is in March at Utah State University.

Pickleball Court Project – Councilmember M. Stephensen reported that the Pickleball Court Project is moving forward. The court colors will be light blue, tan and gray. It is anticipated that construction should begin the first week of June. Mayor Hidalgo

reported that the town is applying for a 2025 RAPZ Tax Grant for new lighting and landscape improvements for the Pickleball Courts.

Councilmember A. Hanover - Water Department - Had nothing to report.

Planning Commission – Willis Acres Subdivision Phase 2 - Councilmember A. Hanover reported that the Planning Commission had submitted their first response to the Final Plat of the Willis Acres Subdivision Phase 2. There were several modifications from the legal, engineering and planning commission reviews that need to be addressed by the subdivider. The Planning Commission is now waiting for a response from the subdivider.

Thomas/Foy Minor Subdivision – Councilmember A. Hanover stated that the planning commission would be approving this minor subdivision at the next Planning Commission Meeting held February 13, 2025.

Councilmember M. Kelly – Cemetery Department – Councilmember M. Kelly reported that the cemetery has been busy so far this year. There have already been 6 burials in January and 2 burials in February.

Emergency Management – Councilmember M. Kelly stated that he had sent the 2025 Clarkston Town Mitigation Management Assessment to the State of Utah.

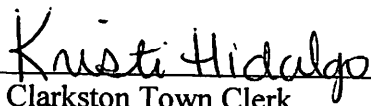
Councilmember J. Petersen – Had nothing further to report on his departments.

4. RELEVANT BUSINESS

Next Meeting – The next Town Council Meeting will be held on Tuesday February 18, 2025 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 J. Petersen seconded the motion. All members present voted “Aye.” Motion carried. The meeting was adjourned at 7:53 p.m.



Clarkston Town Clerk



Date
Issued: _____

By: _____

Clarkston Town Amphitheater Use Application

Date of Application: 1.16.2025

Date of Event April 26 2025

Applicant's name (must be a person): Lisa Wilcock

Organization: North Logan Stake

Phone Number: 935-970-2113

Name of proposed event: Pre Youth Conference Activity

Attendance: 200-250

Audience age range: 14 to adult

Proposed Event (Describe in detail):

for our pre youth conference activity we
will be doing an amazing race with everyone finishing
at Martin Harris Amphitheater. Once everyone has arrived,
we will have a Pixeride there to wrap up our activity.
The speaker will only be around 30-45 minutes so maybe
an hour total with everything. We plan to arrive at
the amphitheater around 2:30 or 3:00 pm and finish
by 7:00 pm. We know it will be cold. We have
reserved a near by church in case of really
bad weather.

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

CLARKSTON TOWN
RESOLUTION 25-02

A RESOLUTION APPOINTING A MEMBER TO THE PLANNING
AND ZONING COMMISSION FOR THE TOWN OF CLARKSTON,
COUNTY OF CACHE, STATE OF UTAH

WHEREAS, the Town of Clarkston, Utah, has a position available on
the Planning and Zoning Commission;

NOW THEREFORE BE IT RESOLVED by the Mayor of Clarkston with
the advice and consent of the Clarkston Town Council, that the
following be appointed as a Member of the Clarkston Town Planning
and Zoning Commission:

Lester Lee

PASSED AND APPROVED by the Town Council of Clarkston, Utah,
this 4th day of February, 2025.

N. Craig Hidalgo
MAYOR

ATTEST:

Kristi Hidalgo
CLERK



Voting:

Mayor Hidalgo	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember M. Stephensen	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember A. Hanover	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember M. Kelly	<u>X</u>	Aye	___	No	___	Abstain	___	Absent
Councilmember J. Petersen	<u>X</u>	Aye	___	No	___	Abstain	___	Absent