NOTICE AND AGENDA

Notice is hereby given that the Millville City Council will hold its regularly scheduled Council Meeting on Thursday, April 10, 2025, at the Millville City Office, 510 East 300 South in Millville, Utah, at 7:00 p.m.

- 1. Call to Order / Roll Call Mayor Hair
- 2. Opening Remarks / Pledge of Allegiance Councilmember Grange
- 3. Approval of agenda
- 4. Approval of minutes of the last City Council Meeting March 13, 2025
- 5. Agenda Items—
 - A. Public comment period (2 min/person)
 - B. 911 Dispatch Service Agreement discussion Kristi Walker & Jeff Simmons
 - C. Consideration of resolution updating 911 Dispatch Service Agreement and monthly 911 fee Mayor Hair
 - D. CAPSA presentation on Sexual Abuse Awareness Maddie Soto
 - E. 800 West private water line Mayor Hair
 - F. Consideration of resolution updating the Park Use Policy Recorder Twedt
 - G. Consideration of resolution setting sewer rates for non-residents Recorder Twedt
 - H. Law Enforcement Agreement Addendum Mayor Hair
 - I. Review of utility adjustments for FY25 Q3 Recorder Twedt
 - J. Budget review for FY25 Q3 Recorder Twedt
 - K. City Reports: Roads, Parks, Water Public Works Director Kendrick
 - L. Councilmember reports and other items for future agendas
- 6. Adjournment.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during public meetings should notify Corey Twedt at (435) 881-2669 at least three days prior to the meeting.

This agenda was posted on April 7, 2025, to the City posting locations, the City Website, and the Utah Public Meeting Notices Website.

Corey Twedt, Recorder

MILLVILLE CITY COUNCIL MEETING City Hall – 510 East 300 South – Millville, Utah March 13, 2025

PRESENT: David Hair, Daniel Grange, Ryan Zollinger, Jeremy Ward, Chad Kendrick,

Corey Twedt, Megan Dyer, Kara Everton, Chris Coombs, Mark Bodily, Mandie Gochnour, Tim Ramirez, Chad Jensen, Mark Reeder, Linda Webster, Jackie Hendrickson, John Booth, Paul Edgren, Chelsea Funk

Call to order/Roll call

Mayor David Hair called the City Council Meeting to order for March 13, 2025, at 7:00 p.m. The roll call indicated Mayor David Hair and Councilmembers Daniel Grange, Jeremy Ward, and Ryan Zollinger were in attendance, with Councilmembers Pamela June and Clay Wilker excused.

Opening remarks/Pledge of Allegiance

Councilmember Zollinger welcomed everyone to the Council Meeting and led all present in the pledge of allegiance. He then offered a word of prayer.

Approval of agenda

The agenda for the meeting was reviewed. Mayor Hair suggested they move Item H sooner in the meeting after Item D since Sheriff Jensen was able to make it earlier than expected. Councilmember Grange motioned to approve the agenda for March 13, 2025, with the proposed change. Councilmember Ward seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused. (A copy of the agenda is included as Attachment "A".)

Approval of minutes of the previous meeting

The Council reviewed the minutes of the City Council Meeting on February 13, 2025. Councilmember Zollinger motioned to approve the minutes for February 13, 2025. Councilmember Grange seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused.

Public comment period

Representatives from the Ridgeline High School Booster Club said that the band Lonestar is booked for a school fundraiser concert on August 23, 2025, at the RHS football field. They said that the concert would be done by 9:45 p.m. and clean-up is planned to be completed by 10:30 p.m. They said that they are planning to have the stage and speakers facing west to reduce the noise to the Millville neighbors to the east. They asked the

Council if notice of the concert could be placed in the City newsletter. Mayor Hair said that this would be fine.

Administrative Hearing for a dog code violation

Chris Coombs received a Notice of Violation for having more dogs than are permitted by City Code. Chris said that when they had received the notice, they were two dogs over the limit, but one has passed away, and they are only one over the limit at this point. He said that the oldest dog is 15 years old, and they don't expect it to live much longer. He asked for an exception, just through the remainder of this dog's life, due to the circumstances. Councilmember Zollinger asked the neighbors, who were at the meeting, if they had any concerns with the request. The neighbors said that they were okay with it. The consensus of the Council was to allow an exception to the code in this case. Councilmember Grange clarified that he was concerned about creating a precedent for having more pets than what code permits, but that in this specific case, he was okay with it.

Councilmember Ward motioned to allow the additional dog for as long it lives. Councilmember Grange seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused.

Administrative Hearing for roaming animals violation

Paul Edgren was sent a Notice of Violation following a complaint that was submitted by his neighbor concerning Edgren's chickens getting on the neighbor's property and causing issues.

Paul read a statement he prepared indicating that the issue with the loose chickens started before he moved in. Every time there have been issues with chickens at the Pehrsons, they come to Paul asking that he fix the issue. Paul said that there are neighbors on 3 sides with uncontained chickens. One of these neighbors has twice the number of chickens as him. Paul said that he realizes that his chickens are a problem but said that they are not the only problem.

Mayor Hair said that since his chickens had been getting onto his neighbor's property and a complaint had been filed specifically addressing his chickens, the City was dealing with him for now.

Recorder Twedt said that it was the Edgren's responsibility to maintain their chickens on their property. As long as the chickens don't get out, a citation will not be issued. Paul said he was working on improvements to the chicken coup.

The Council thanked Paul for the effort he is making to remedy the situation with his neighbors.

Business license and microschool request for home at 111 W. 200 N.

Mandi Gochnour has submitted an application for a business license with the intent of running a micro-education entity at a home she plans to rent at 111 W. 200 N.

Mandi said that she has contacted the Hyrum City Fire Department who have done an inspection on the home and determined that it meets fire code requirements. Mandi said that if this location doesn't work, she would likely rent out a commercial space, but it would be a couple of blocks from a park whereas the home in Millville has a yard that the kids could use while they are at school. She said that they only plan to be there for one year and then they expect to grow out of the space.

Mandi said that there are two large rooms in the home for a total of 600 square feet that she plans to use for the school. Each of these two rooms has doors that exit to the outside. She said she planned to have 20-24 students in the micro-education entity she is proposing. Councilmember Ward said that this seems like a large number of students for that small of a space. Mandi said that there are other rooms in the house that could be used as well. Recorder Twedt said that this seemed problematic since the other rooms did not have a direct exit to the outside as the State Code requires.

The Council asked about the drop-offs and pick-ups. Mandi said she was working on a 30-minute drop-off plan.

Mayor Hair said that this rental home is grandfathered in as a single-family home, but that it does not comply with residential setback requirements. Recorder Twedt read Millville City Code Section 5.18.040(a) indicating that all microschools needed to comply with the zoning setback regulations.

Recorder Twedt said that a home in a residential area of Millville would not meet the State requirements for a micro-education entity like Mandi is trying to create. In addition to that, a home-based microschool should not be permitted at this home, because it does not meet the front or the rear setback requirements as required by City Code.

Mandi expressed her concern about finding a home that would work and had hopes that she could run her school at this home. The Council said that they were sorry, but that this would create an undo impact at this location on current residents and would not comply with City Code.

Councilmember Zollinger motioned to deny the application based on the property not complying with setback requirements for residential zones in Millville.

Councilmember Ward seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused.

Cache County Sheriff report

Sheriff Jensen reported that so far this year, Millville has had 235 calls for service. This is consistent with numbers from last year. He reported that there has been an increase in

traffic citations in Millville this past year that they attribute to targeted enforcement efforts in problem areas rather than routine patrols. Councilmember Grange said that although he feels that speeding is still a problem on 450 North, the citations are making a difference.

Sheriff Jensen reported on the success they have seen so far with the animal shelter.

Sheriff Jensen said that the current three-year law enforcement contract is coming to an end. He said that he feels the focus on increasing the number of hours in the contract over the past three years has been successful, and they now would like to focus on getting hourly pay up to an acceptable level to ensure they don't have high turnover rates like some other state law enforcement agencies are dealing with. He said he just wanted to present this tonight. The City will be receiving an addendum to the current agreement for review in the next week or so.

Recorder Twedt said that he appreciates the focus on 450 North and 100 North as the two worst roads for speeding in Millville. He introduced Jackie Hendrickson who lives on 100 North and has recently been requesting increased focus with the speeding on this road. Sheriff Jensen said that they would continue to dedicate overtime shifts to this road to help deal with the problem.

Councilmember Ward pointed out that the City Celebration was scheduled for June 14, 2025, and asked that the Sheriff's Department mark this on their calendars.

The Council thanked Sheriff Jensen, Lieutenant Ramirez, and the deputies for all they do for Millville City. (A copy of the staff report is included with the minutes as Attachment "B".)

Consideration of resolution updating subdivision development fees

Recorder Twedt reviewed the proposed resolution that would update subdivision development fees. He said that this was needed for a couple of reasons. With the new subdivision code that was recently adopted in Millville, the review stages had changed and the old fee structure was now obsolete. Also, the new fee structure was meant to deal better with larger subdivisions so that, for example, a thirty-lot subdivision would have a higher cost for review than a ten-lot subdivision. This would better reflect the staff time required for larger subdivisions.

Councilmember Zollinger discussed the engineering fees, which are generally the highest cost for developers. Recorder Twedt said that this was true, especially when developers don't do a very good job of providing everything needed for a full review. The back and forth with the engineers can be expensive.

Councilmember Grange motioned to adopt Resolution 2025-4. Councilmember Ward seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused. (A copy of the approved resolution is included with the minutes as Attachment "C".)

Consideration of resolution updating construction deposits and fees

Development Coordinator Everton reviewed the proposed resolution for updating fees with the Council. She said that the purpose of the change was to cover the costs associated with reviewing building applications. Time is spent by the Development Coordinator, Planning and Zoning, and the Public Works Department for any building happening in Millville. This resolution would add a non-refundable fee to cover some of these costs as well as keeping the refundable deposit. The resolution would also add fees for repeat reviews of revised building clearances.

Councilmember Ward motioned to adopt Resolution 2025-5. Councilmember Zollinger seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused. (A copy of the approved resolution is included with the minutes as Attachment "D".)

City Reports

Director of Public Works Chad Kendrick said that he and Recorder Twedt had been discussing the possibility of using the budgeted capital projects funds this year to get some new trucks. Recorder Twedt said that he felt this would make more sense to do this year. If there is any remaining grant funding from the sewer project, they could use that on a backhoe, but we need to get a couple of new trucks. He said that they would like to get two new trucks. The plan was to keep the older pickup that we have now for the seasonal staff and then sell the bigger truck. The consensus of the Council was that this would make sense for this year and they briefly discussed purchasing options.

Director Kendrick reported that Whitaker Construction was planning to have all sewer main lines installed within the next month or so. The first pave date this year would be in May.

Director Kendrick said that the cement for the new pavilion has been poured and the building construction should happen pretty soon.

Councilmember Reports and Items for Future Agendas

(A copy of the Councilmember Assignments List is included with the minutes as Attachment "E".) The Council briefly discussed the candidacy filing period for the 2025 election. The filing period will be the first week of June, and a notice will be posted in April with information for residents who are interested in running.

Adjournment

Councilmember Zollinger motioned to adjourn the meeting. Councilmember Grange seconded. Councilmembers Ward, Grange, and Zollinger voted yes, with Councilmembers June and Wilker excused. The meeting adjourned at 8:43 p.m.



AGENDA REPORT: 911 SERVICE FEE UPDATE

February 13, 2025

Background

In 2017, the Millville City Council approved an Interlocal Agreement with Logan City for Dispatch Services for Millville City. Logan City provides 911 dispatch services for the entire County. In that agreement, it was basically documented that Millville would continue to pay \$3 per home or business per month for Logan City to operate this service. The \$3 rate has been in place since 2002.

Kristi Walker, the 911 Director for Logan City, and Jeff Simmons, Logan City Police Chief requested to attend a City Council meeting to discuss an amendment to the 2017 agreement with an increase in the monthly rate from \$3.00 to \$3.30. The amendment also outlines a yearly 3% increase in the rate each fiscal year through FY30.

The resolution the Council will consider for acceptance at this meeting would accept the amendment to the 2017 agreement and set the new rate for 911 service for the next several years.

Included Documents

- Resolution 2025-7 for consideration of acceptance of the amendment to the agreement and setting the rate moving forward
- Amendment 1 to the Interlocal Agreement
- Millville 2017 Interlocal Agreement with Logan City

MILLVILLE CITY RESOLUTION 2025-7

RESOLUTION AMENDING 911 DISPATCH SERVICE FEES

WHEREAS, the Millville City Council recognizes the need for high-quality emergency services for the residents of Millville; and

WHEREAS, the Logan Police Department provides dispatch service, commonly referred to as "911 Service" for all emergency services in Cache County per an existing interlocal agreement; and

WHEREAS, revenue must be set aside to purchase and upgrade equipment due to the increased demand on dispatch services caused by population growth and the increased cost of dispatch services; and

WHEREAS, Logan City has not increased the Assessment amount since 2002;

NOW THEREFORE, be it resolved that the Millville City Council adopts Amendment Number 1 to the Interlocal Agreement for Dispatch Services Between Logan City and Millville City and also adopts the following schedule for the monthly emergency communication charge per living unit or business:

- FY26: July 2025 June 2026 = \$3.30
- FY27: July 2026 June 2027 = \$3.40
- FY28: July 2027 June 2028 = \$3.50
- FY29: July 2028 June 2029 = \$3.65
- FY30: July 2029 until changed = \$3.75

Passed and approved by the Millville City Council this 10th day of April 2025.

	SIGNED:	
ATTEST:	David Hair, Mayor	
Corey Twedt, City Recorder	-	

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Jeremy Ward				
Pamela June				
Ryan Zollinger				
Clay G. Wilker				
Daniel Grange				

AMENDMENT NO. 1 TO THE INTERLOCAL AGREEMENT FOR DISPATCH SERVICES BETWEEN LOGAN CITY AND MILLVILLE CITY

	This .	AMEN	IDME	NT N	O. 1 ("Amend	lment")	is ma	de this	S	day of	·	
2025, 1	to the	INT	ERLO	CAL	AGRE	EMENT	FOR	DISP	ATCH	SERV	VICES	("Agreement	:")
between	n Loga	an City	("LOO	GAN"	') and M	Millville	City ("	'USER'	') exec	uted or	n July 2	21, 2017.	

BACKGROUND

The Parties entered into the Agreement to govern the dispatch services LOGAN provides USER. Pursuant to the Agreement, LOGAN has assessed USER a Three Dollar (\$3.00) per month per household or commercial site rate ("Assessment") for those households/sites located within USER's boundaries. LOGAN has not increased the Assessment amount since 2002. Due to the increased demand for dispatch services caused by population growth and the increased cost of the dispatch services, the Parties recognize that it is necessary to make a slight increase to the Assessment. The purpose of this Amendment is to express the Parties' consent (expressly conditioned upon approval by the Parties' relative legislative bodies) to increase the Assessment charged to USER for the dispatch services provided by LOGAN.

AMENDMENT

Accordingly, the Parties agree to amend the Agreement as follows:

- 1. Section 3(A) in the Agreement entitled "ASSESSMENTS FOR OPERATING COSTS" is hereby revoked and replaced with the following:
 - A. The USER shall be assessed for services received and the assessment shall be currently equivalent to Three Dollars and Thirty Cents (\$3.30) per month, per household or commercial site located with the USER's boundaries. This assessment may be amended by LOGAN upon due notice to and with USER's approval. USER shall have an opportunity to appear before LOGAN at a regularly scheduled LOGAN municipal council meeting with respect to the amount of the assessment.

- i. The above assessment is equal to a ten percent (10%) increase on the current three-dollar (\$3.00) rate. The ten percent (10%) increase is for fiscal year 2026 (July 1, 2025 – June 30, 2026) only. The Parties agree that there will be a three percent (3%) increase each year thereafter, beginning in fiscal year 2027 (July 1, 2026 – June 30, 2027) and continuing through, and including, fiscal year 2030 (July 1, 2029 – June 30, 2030).
- Add Section 3 (E) titled "NON-APPROPRIATION." Section 3 (E) shall read: 2. A. This Agreement recognizes that the parties are governmental entities which rely upon the appropriation of funds by their respective governing bodies to satisfy obligations. As such, if the City of Millville determines that it does not have funds to meet its obligations under this Agreement, it shall have the right to terminate the Contract without penalty on the last day of the fiscal period for which funds were legally available.
- 3. Integrated Agreement: Apart from the Amendments described above, the Agreement remains unchanged and in full effect and shall be interpreted as a part thereof as a single integrated agreement.

IN WITNESS WHEREOF, this Amendment is signed by the Parties on the date indicated below.

LOGAN CITY	MILLVILLE CITY		
W H II D :			
Mayor Holly Daines	Mayor David Hair		
Date:	Date:		
ATTEST:	ATTEST:		
Torogo Horrig	Coroy Twodt		
Teresa Harris	Corey Twedt		
Logan City Recorder	Millville City Recorder		

Millville Interlocal Agreement with Logan 2017

INTERLOCAL AGREEMENT FOR DISPATCH SERVICES

This agreement is made and entered into by and between the City of Logan, a Municipal Corporation, hereinafter referred to as "LOGAN" and "MILLVILLE CITY", hereinafter referred to as "USER" in this agreement.

This agreement is made and entered into by and between the parties based on the following recitals:

- A. WHEREAS the USER is in need of dispatch service, and;
- B. WHEREAS LOGAN is in a position to provide dispatch service, and;
- C. WHEREAS this agreement is made and entered into pursuant to the authority granted to the parties by the Utah Interlocal Cooperation Act as set forth in Chapter 13, Title 11, Utah Code Annotated, 1953 as amended, and Section 10-1-202, Utah Code Annotated, 1953 as amended, and;
- D. WHEREAS LOGAN is able to provide centralized dispatch services which the USER needs and is not necessarily able to reasonably provide separately.

NOW THEREFORE, in consideration of the mutual terms and conditions contained herein, the parties do hereby agree as follows:

1. PARTICIPATION:

The USER agrees to participate in the centralized communications center by and through this Interlocal Cooperation Agreement and in accordance with the terms and conditions found herein.

2. SERVICES:

•

LOGAN shall provide centralized dispatch and communications services to the USER including dispatch and communications services for law enforcement, fire, emergency medical functions, and other emergency governmental functions. In addition, LOGAN shall provide, or cause to be provided, the necessary administrative services required for the reasonable and appropriate implementation of centralized dispatch and communications services to provide service as described herein, including auditing, fiscal services, and other administrative services.

3. ASSESSMENTS FOR OPERATING COSTS:

- A. The USER shall be assessed for services received and the assessment shall be currently equivalent to \$3.00 (Three Dollars) per month per household or commercial site located within the USER'S boundaries. This assessment may be amended by LOGAN upon due notice to the USER. There will be the opportunity for the USER to appear before LOGAN with respect to the amount of the assessment.
- B. The USER shall be billed and required to make payments to LOGAN monthly for its assessments.
- C. The operating costs shall:
 - 1. Include at least the following categories:
 - a. 911 Services
 - b. Dispatch Services

- c. Record and Recording Services
- d. Radio Services; and
- e. Miscellaneous.
- 2. Include, but not be limited to lease payments, building or land acquisition or leases, building maintenance, data systems, equipment, utilities, insurance, administrative costs, and financial services.
- D. Any unencumbered funds remaining in LOGAN's operating budget at the end of the year will be held in LOGAN's reserve capital improvement and equipment funds for the operation of service.

4. CAPITALIZATION:

No initial contribution capital shall be required of the USER.

5. WITHDRAWAL:

The USER may withdraw during the initial term upon the adoption by the Cache County Council of a Resolution of Intention to Withdraw and upon the giving of written notice to LOGAN at least six (6) months prior to the end of LOGAN's fiscal year. Withdrawal by Resolution shall become effective on the last day of LOGAN's fiscal year in which notice of withdrawal is given.

LOGAN may withdraw during the initial term only in the event of changes in Utah laws or regulations that prevent or significantly impact LOGAN's ability to provide the Services described in section 2 of this Agreement, including LOGAN's ability to fund said Services from state and local resources. The effective date of a LOGAN withdrawal will be set to facilitate continuity in 911 Services but will not exceed six (6) months from the date of LOGAN's written notice of withdrawal.

6. RECORDS CONFIDENTIALITY:

LOGAN shall adopt a policy in accordance with applicable state law regarding the maintenance, dissemination, and retention of confidential records and information. The USER agrees to abide by the provision of that policy at all times during the term of this Agreement and after the termination of this Agreement and withdrawal of membership by the USER.

7. RESOLUTIONS:

The USER agrees to adopt such resolutions and take any required action as may be necessary and appropriate to carry into effect the terms of this Agreement.

8. COOPERATION:

The USER commits itself to render mutual cooperation to LOGAN and other users of the service provided by the terms of this Agreement and agrees to move towards standardization and unification of those functions relating to dispatch, communication services, emergency dispatching and other needed procedures.

9. **TERM:**

The term of this agreement shall be for five (5) years from the date of this Agreement. It shall continue in effect for one-year periods thereafter unless terminated by either party by giving the other party at least six (6) months written notice of termination prior to the other party's fiscal year end.

10. AUTHORIZATION:

The undersigned representative of the USER confirms his authority to execute this Agreement on behalf of the USER and the approval of this Agreement by the Cache County Council in a public meeting.

Kymber Housley

Logan City Attorney

CITY OF LOGAN:

H. Craig Petersen Logan City Mayor

ATTESTED TO:

Teresa Harris Logan City Recorder

MILLVILLE CITY:

Mike Johnson Millville Mayor

ATTESTED TO:

Millville City Recorder



Shelley Peterson <shelley.peterson@loganutah.org>

Dispatch Interlocal Agreement - CORRECTIONS

1 message

Shelley Peterson <shelley.peterson@loganutah.org> To: mike.e.johnson@comcast.net

Mon, Jun 5, 2017 at 10:15 AM

Mayor Johnson,

In the Dispatch Interlocal Agreement you recently received "Cache County Council" mistakenly appears on Page 2 in the first sentence under Section 5 as well as on Page 3 in the first sentence of Section 10.

Please edit these two typos to appropriately reflect your entity.

I apologize for the mistakes and appreciate your help. Shelley Peterson

Shelley Peterson, Director Logan City Police 911 Communications 62 West 300 North Logan, UT 84341 O: 435.716.9423 C: 435.994.1445



AGENDA REPORT: 800 West County Trail Project April 10, 2025

Background

In 2017 or 2018, representatives from Cache County received partial funding to extend a trail that will pass along the edge of Millville City on the Global Industries property beside 800 West in Logan. This project has never really gotten footing until now. There is additional funding and the project is planned to be completed in the near future.

As discussed in the City Council meeting held July 11, 2019, and at other times, the Millville City Council has been consistent that although the County has selected this location for the trail and it passes through Millville City, it is not a trail that Millville City has pursued or has interest in. The trail will be a good addition for residents of both Logan and Nibley cities, but since the Millville residential population is nowhere near this location, there will be little to no benefit to Millville. Millville has maintained our position that we do not plan on spending money for this County-sponsored trail.

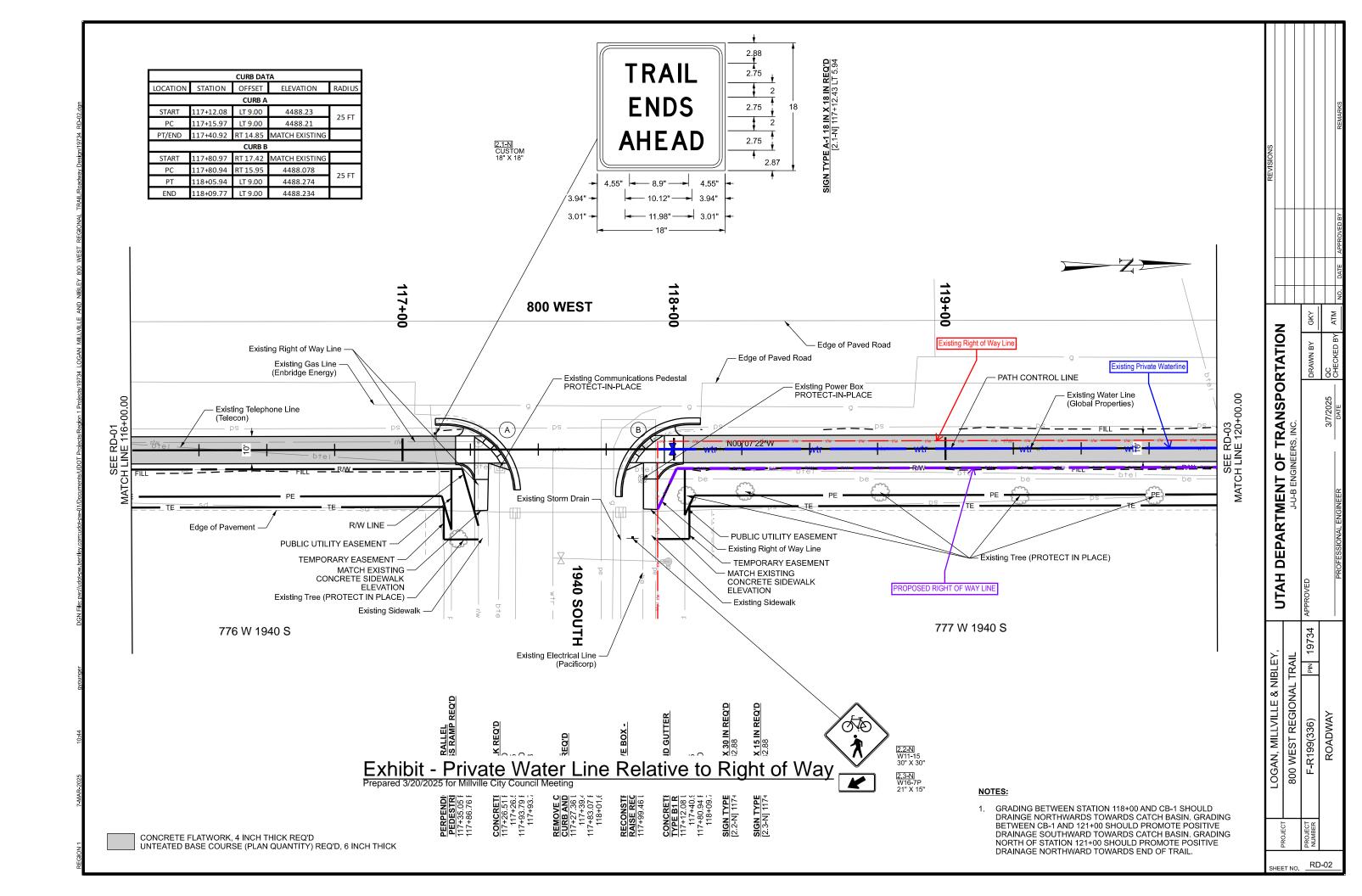
Global Industries donated land for the trail right-of-way several years ago. They are now being asked to donate more land as the trail location has shifted further east. The latest issue identified with this project is that there is a private waterline owned by Global Industries that lies directly beneath the now proposed location of the new cement trail. Global Industry stakeholders are concerned that future maintenance or repair of their waterline will result in additional costs due to the addition of the trail. The engineers working on the project met with Millville City staff and asked that the City sign an agreement stating that Millville City will cover trail repair costs in the event of damage in the future due to water line repairs.

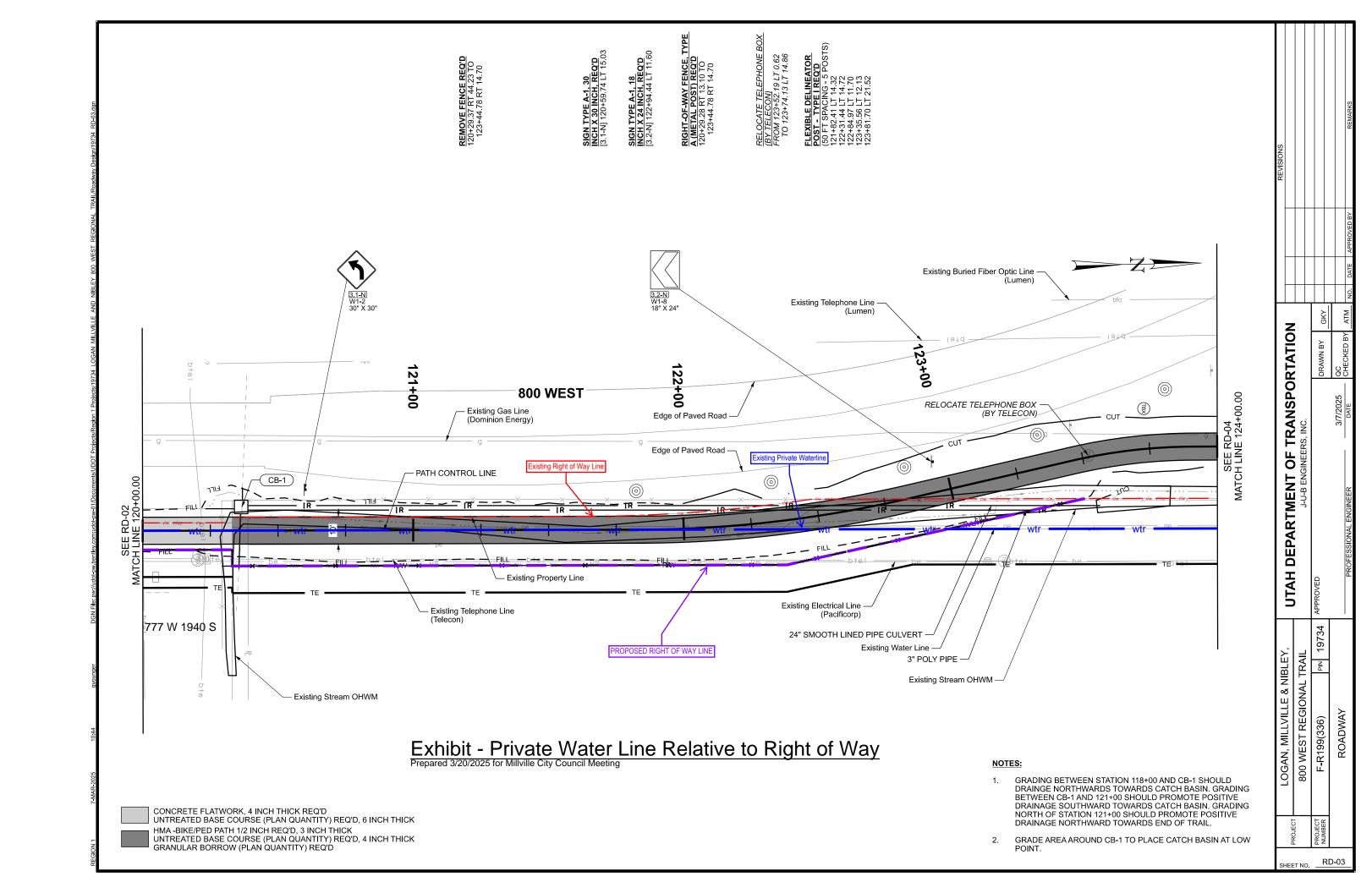
The Council should decide on their level of financial liability with the above-stated issue. Based on the position held by the Millville City Council regarding spending money on this trail, staff recommends clear direction that Millville City will not be paying for future repairs due to water line issues and the trail stakeholders should take one of the following actions at their expense:

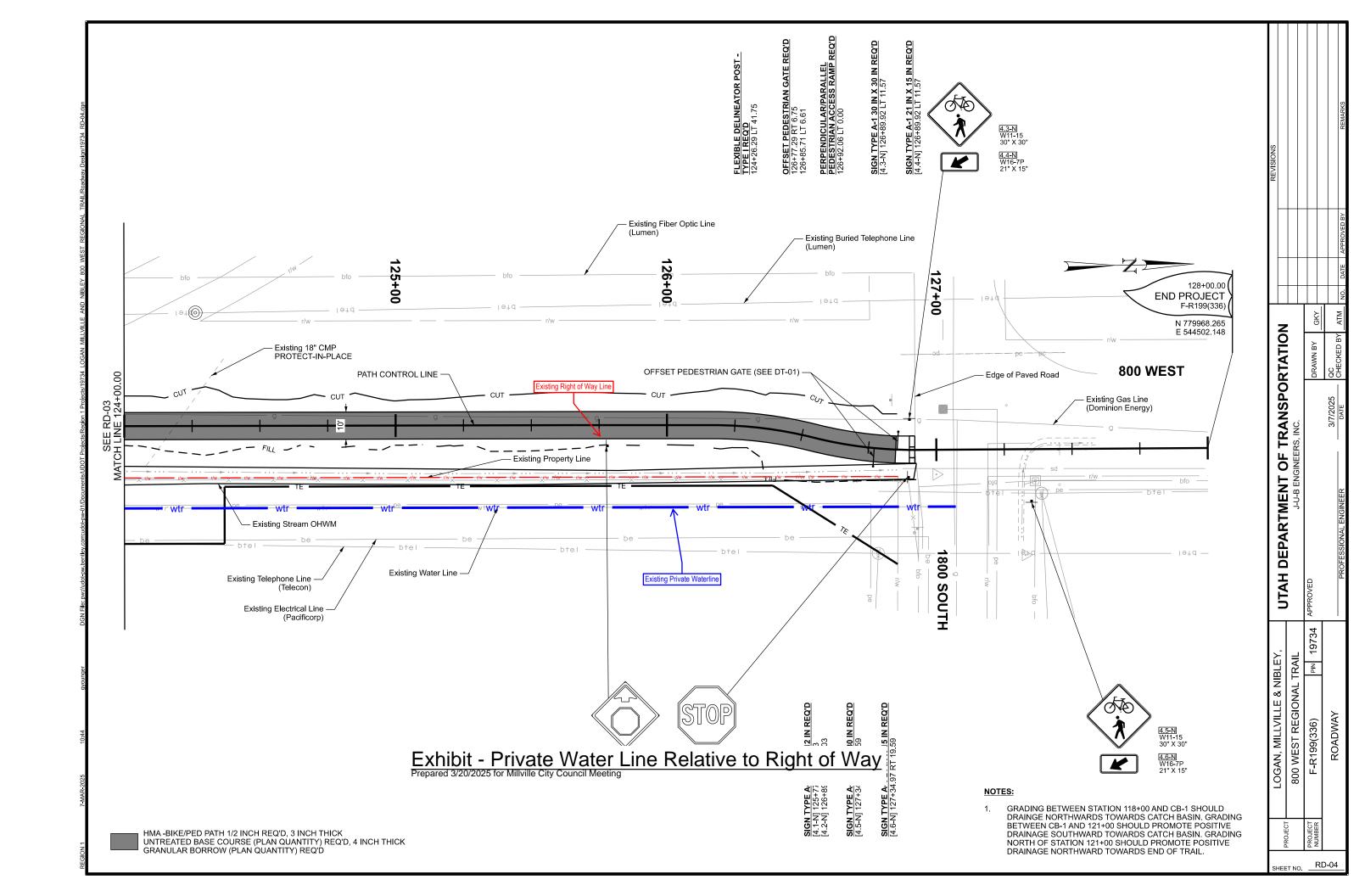
- 1. Move the trail back to the west to the original location where the Global Industry waterline will not be affected.
- 2. Move the water line further east so that it will not be underneath the new proposed trail location.
- 3. Compensate Global Industries for the additional property needed in such a way that Global Industries will feel comfortable with the costs they will incur in the future if they need to work on their water line and must pay to repair the trail.

Included Documents

 Project design images showing the current and proposed property lines and the location of the proposed trail and the private water line.









AGENDA REPORT: PARKS USE POLICY August 10, 2023

Background

The proposed resolution would modify the City Parks Use Policy. The updates add rental costs for the new pavilion and updates the schedule for when fields can and can't be used for team sports.

Included Document

• Resolution 2025-6 including marked-up changes to the Parks Use Policy

MILLVILLE CITY RESOLUTION 2025-6

UPDATING THE CITY PARKS USAGE AND RESERVATION POLICY

WHEREAS, the City of Millville has developed various parks, facilities, and picnicking areas; and

WHEREAS, there is a desire to reserve these facilities to ensure availability; and

WHEREAS, the cost to administer and make available the facilities has been researched and reviewed; and

WHEREAS, the Council is trying to preserve the facilities and cover costs incurred for the usage; and

WHEREAS, the Council has determined a need to outline and clarify guidelines to be equitable to all individuals wanting to reserve the City's facilities;

THEREFORE, BE IT RESOLVED that the Millville City Council adopts the Park Usage and Reservation Policy as attached.

Passed and approved by the Millville City Council this 10th day of April, 2025.

	SIGNED:	
ATTEST:	David Hair, Mayor	
Corey Twedt, City Recorder		

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Jeremy Ward				
Daniel Grange				
Clay G. Wilker				
Pamela June				
Ryan Zollinger				

Millville City Parks Policy

Park Hours: All Millville parks are open from 6 a.m. until 10:00 p.m., with no exceptions without City Council approval. If pavilions are used beyond approved hours the deposit will be forfeited. Overnight use of the parks is subject to approval by the City Council.

Park Use:

- Millville City reserves the right to suspend field availability without prior notice during periods of inclement weather, poor playing conditions, for needed maintenance or watering, or for whatever reason deemed necessary by City staff.
- Sprinklers are on water turns and may be on during scheduled park use time.
- Mowing is done on a flexible schedule to try and accommodate scheduled events as much as possible.
- No marking the lawn with spray paint or other items.
- No inflatables of any size or type are permitted.
- All other non-reserved park areas are for general public use. Patrons who make reservations should understand that other events may be happening at the same time as their reservation.
- If you are playing music and are asked, please turn it off. No music is allowed before 8 a.m.

Fireworks: No fireworks are permitted at any time in Millville City Parks.

Pets: No animals are permitted at Millville parks on or off leash.

Sales: No product marketing or sales are allowed in public parks without approval from the City Council.

Drugs, Alcohol and Smoking: No smoking, nor possession or consumption of alcoholic beverages or illicit drugs are permitted on City property.

Tennis and Pickleball Courts: Tennis shoes only. Absolutely no cleats, skateboards, scooters, bicycles, etc. Courts are only for their intended uses. One-hour time limit when others are waiting.

Splash Pad: The splash pad and nearby pavilion at the South City Park are open to the public and are not restricted by reservation. The splash pad will open at 11 a.m. and close at 5 p.m. Water availability is determined by the climate and may be restricted as needed.

Field Sports:

- A "Millville team" is a team for which their home field is designated in Millville or the team practices on a Millville field. The City will limit the number of teams that designate Millville as their home field.
- No Millville City fields can be used by team sports without a scheduled reservation.
- Field painting will be done by the organizing entity; painting must be <u>pre-</u>approved by the City.
- All teams must pay per season to use the fields. Seasons are defined as follows:
 - Fall season includes the months from August to October scheduling starts in July August 1st.
 - o Spring season includes the months from March April to June scheduling starts in March 1st.
 - All fields are closed to <u>all</u> team sports for the month of from November through March and for the month of July.
- Teams are permitted 2 reservations per week in addition to Saturday; 1-hour limit per reservation.

Reservations:

<u>Pavilions</u>: The South Park <u>south South P</u>pavilion, <u>and</u> the <u>pavilion at</u> the North Park <u>Pavilion</u>, and the <u>South Park West Pavilion</u> are available for reservation on a first-come, first-served basis. A per-day use

fee will be charged to reserve the park pavilions for personal events, such as family gatherings, socials, or private club meetings.

- *Pickleball Courts*: The South Park pickleball courts can be reserved for a fee.
- *Fields*: All organized league field use is available by reservation *only*, with a fee, on a first-come, first-served basis. Preferential treatment may be given to teams from Millville City.
- <u>Scheduling</u>: Check availability on the online calendar and fill out a reservation request form on the City website (millvilleut.gov) to make reservations. Call the Development Coordinator with questions or to make reservations. The calendar is available on the City website: www.millvillecity.org
- <u>Reservation Rules</u>: No reservation is complete until all fees have been paid. If fees have not been paid, the reservation slot may be taken by someone else. All reservations must be made with fees paid at least one week in advance of the day(s) of desired use. No exceptions to the rental fees will be made without City Council approval. Millville City reserves the right to cancel a reservation or not allow a reservation at any time.

Fees:

• Special Event Permit:

 If any reservation has an expected attendance of 100+ people, a special event permit will be required. A Special Event Permit requires a \$100 fee plus other fees on a case-by-case basis.

• Pavilions:

- o North Park with Kitchen: \$75 resident, \$150 non-resident. A \$200 refundable deposit is required for all reservations.
- South Park South Pavilion: \$40 resident, \$80 non-resident.
- o South Park West Pavilion: \$65 resident, \$130 non-resident.

• <u>Pickleball:</u>

- 4 courts for half day: \$100 (double for 8 courts)
- 4 courts for full day: \$200 (double for 8 courts)
- o "half day" is any 4-hour time period; any time over 4 hours is considered a full day

• Field Sports:

- o Recreational Soccer: \$1 per participant per season on a Millville team.
- Competitive Soccer, Baseball, Football, Lacrosse, or any other sport: \$100 per team per season.
- o Tournament: \$100 per day.



AGENDA REPORT: SEWER RATE FOR NON-RESIDENTS

April 10, 2025

Background

Millville City does not currently provide any utility services to people that live outside of the City limits. In November of last year, the Council reviewed a request from Cami Jacobson that she be permitted to connect to the Millville sewer line that passes her property located in unincorporated Cache County at the intersection of 4600 S. 700 W, because of water table issues.

The Council motioned to allow the Jacobson's to connect after the City had confirmed that the connection would not create issues with the agreement between Millville and Hyrum, after the Jacobson's had worked with County to meet any requirements they might have, and Millville City had established a resolution setting a sewer rate for non-Millville residents.

Millville City has confirmed that there aren't any stipulations in the agreement with Hyrum that would prevent the connection of a home in the County. The included resolution would set a rate for non-Millville residents.

As discussed at the council meeting in November, Millville plans to approve non-resident connections on a very limited basis as it comes with inherent problems and concerns. Each request for connection will be reviewed by the Millville City Council and the approval for the Jacobson home in no way sets a precedence that non-Millville residents will be able to connect.



Included Document

Resolution 2025-8

MILLVILLE CITY RESOLUTION 2025-8

RESOLUTION ESTABLISHING SEWER SERVICE RATES FOR PROPERTIES LOCATED OUTSIDE OF THE MILLVILLE CITY LIMITS

WHEREAS, the City of Millville will operate a municipal sewer system that provides wastewater collection and treatment services; and

WHEREAS, Millville has received a request from a property owner located outside the City boundaries to connect to the municipal sewer system; and

WHEREAS, connections to the municipal sewer system for properties located outside the city limits shall be limited and granted only on a case-by-case basis with City Council approval; and

WHEREAS, it is in the best interest of the City and its residents to establish a fair and equitable rate structure for properties located outside the City limits that receive sewer services; and

WHEREAS, Millville City staff have done research to determine appropriate rates for non-resident sewer connections to ensure that costs associated with system maintenance, operation, and future expansion are covered;

NOW THEREFORE, be it resolved by the Millville City Council as follows:

1. Sewer Service Rate for Non-Resident Properties

The monthly sewer service rate for properties located outside the City boundaries shall be set at 50% higher than the in-City rate. This higher rate is intended to account for additional administrative and infrastructure costs and for sewer system costs that are paid for by residents through fees and taxes. The City reserves the right to adjust rates at any time based on system costs, inflation, regulatory changes, or for other reasons.

2. Connection and Impact Fees

- a. A one-time connection fee of \$400 shall be assessed for any property located outside the City limits seeking to connect to the municipal sewer system to cover the costs of inspecting the connection to the main line.
- b. All costs associated with the extension of the sewer lines and connection to the City system shall be the responsibility of the property owner.
- c. A one-time impact fee will be assessed at the same rate paid by Millville City residents.

3. Billing and Enforcement

Sewer service bills shall be issued monthly. Non-payment of sewer service fees may result in late fees, termination of service, and/or a lien placed on the property, as permitted by law. The City reserves the right to discontinue sewer service to non-resident properties at any time, provided that a 30-day written notice is given to the property owner.

4. Severability

If any section, clause, or provision of this resolution is found to be invalid or unenforceable, such finding shall not affect the remaining provisions.

5. Effective Date

This resolution shall take effect immediately upon passage by the City Council and signing by the Mayor.

Passed and approved by the Millville City Council this 10th day of April 2025.

	SIGNED:
	David Hair Mayor
ATTEST:	David Hair, Mayor
Corey Twedt, City Recorder	

COUNCILMEMBER	YES	NO	ABSENT	ABSTAIN
Jeremy Ward				
Pamela June				
Ryan Zollinger				
Clay G. Wilker				
Daniel Grange				



AGENDA REPORT: LAW ENFORCEMENT CONTRACT April 10, 2025

Background

Every year, the Cache County Sheriff or a representative comes to the Millville City Council to discuss law enforcement within Millville City as well as the updated contract for law enforcement for the upcoming fiscal year. Sheriff Jensen and Lieutenant Ramirez came to the City Council meeting in March and discussed how law enforcement is going in Millville.

As discussed, over the last four years, we have had incremental increases in our law enforcement costs to increase the number of contracted hours to be more realistic with the hours actually spent doing law enforcement in Millville City.

The Sheriff's Department would now like to tackle the issue of hourly pay for their officers and are proposing an hourly rate increase from \$52.35 up to \$56.00. This will bring the Millville City FY26 contract amount up to \$35,392 for the year. This is an increase of \$2,307.

Here is a breakdown by year of the Millville City contract with the Sheriff's Department:

Fiscal Year	Hours	Cost
FY22	438	\$22,929
FY23	500	\$26,175
FY24	550	\$28,792
FY25	632	\$33,085
FY26	632	\$35,392

We now have an addendum to our agreement with the Cache County Sheriff's Department for law enforcement services in Millville City for your review. The Council should review the addendum and consider approval at this meeting.

Included Documents

- Addendum to Interlocal Agreement for Law Enforcement Services
- March 5, 2025 letter from Sheriff Jensen

ADDENDUM TO INTERLOCAL AGREEMENT BETWEEN CACHE COUNTY

AND

Millville City

FOR

LAW ENFORCEMENT SERVICES

This Addendum is made and entered into this 20th day of March, 2025, by and between Cache County, a body corporate and politic of the State of Utah, hereinafter referred to as the "COUNTY," and Millville City, a municipal corporation of the State of Utah, hereinafter referred to as the "CITY."

WHEREAS, the COUNTY and the CITY have entered into an agreement pursuant to Sections 11-13-101 to -608, Utah Code Annotated, 1953, as amended, commonly referred to as the Interlocal Cooperation Act, for the provision of law enforcement services; and

WHEREAS, the parties desire to amend the agreement to reflect a change in the hourly rate of service, and the dates of service while keeping all other provisions unchanged;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

- 1. The effective date of this Addendum shall be from July 1, 2025, through June 30, 2026.
- 2. The hourly rate for law enforcement services provided under the agreement shall be increased from \$52.35 per hour to \$56.00 per hour.
- 3. The contracted number of hours for services shall remain the same as stated in the original agreement.
- 4. All other terms and conditions of the original agreement between the parties shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed by their duly authorized representatives as of the day and year first above written.

City: Millville Hours: 632 Old Rate: \$52.35 New Rate: \$56.00

New Contract Amount: \$35,392.00

CITY OF MILLVILLE	
By:	
Mayor	
Attest:	City Clerk
Cache County Approved as to form and as Compatible with State law:	
Legal Counsel	David Zook, County Executive
ATTEST: (seal)	Clerk



FAIR NESS

INTEGRITY

D. CHAD JENSEN, SHERIFF

Doyle Peck, Lieutenant Mikelshan Bartschi, Lieutenant Roy Hall, Lieutenant Candice Hatch, Lieutenant Timothy Ramirez, Lieutenant

TRUSTWORTHINESS

March 5, 2025

RESPONSIBILITY

Dear Mayor Hair,

EMPATHY

As we approach the annual discussion regarding our patrol contracts, I want to highlight the importance of this moment. Our current three-year budget cycle expires at the end of June, and this presents an opportunity for us to make meaningful adjustments.

PROFESSIONALISM

RESPECT

Over the past three years, we have focused on increasing the hours provided in our contracts to better reflect the actual service delivered. This effort has successfully aligned both parties, but now I believe it's essential we also address the hourly rate, which has unfortunately remained stagnant for several years.

In the last five years, we have made significant investments in staffing to meet the growing needs of our community and stay competitive with other agencies in the state. This proactive approach has helped minimize turnover—something many agencies continue to struggle with.

The next step is to adjust the hourly rate, which has not been updated in several years as we concentrated on increasing hours. Given the staff increases we've made to keep up with demands, an adjustment to our rates is essential. This change will help maintain the low turnover rate we have successfully achieved compared to other agencies.

For the upcoming contract, I propose a one-year agreement that includes a necessary increase in the hourly rate. This will give me the necessary time to address some of the issues Cache County is facing with the new finance director and auditor.

Regardless of the situation in the valley and the county, I greatly appreciate the relationships I have with all the mayors, councils, and office staff in our city and towns. I look forward to our discussions in the coming weeks at your council meetings. Please feel free to call me directly with any questions or concerns. My cell phone number is 435-757-5850.

City: Millville **Old Rate:** \$52.35 **New Rate:** \$56.00 **Hours:** 632

New Contract Amount: \$35,392.00

Sincerely,

D. Chad Jensen, Sheriff



AGENDA REPORT: BUDGET REVIEW April 10, 2025

Background

Every quarter, the City Council reviews the fiscal year-to-date budget for an update on revenue and expenses so far in the year.

The budget review at this meeting will include the FY25 budget through the third quarter (July 2024 – March 2025). Staff will review a couple of things that should be discussed that are highlighted and then we can go through anything else the Council wants in as much detail as desired. A full FY25 Budget review and revision as well as adoption of the FY26 Budget will happen over the next couple of City Council meetings as well.

Included Documents

FY25 Budget with progress and percentage of the total through Q3

MILLVILLE CITY BUDGET - REVENUE	ORIGINAL	REV	/IEW
Account Description	FY25 Budget	FY25 Q3	% of Total
Property Tax	\$163,300	\$165,824	102%
Sales Tax	\$400,000	\$334,948	84%
Motor Tax	\$900	\$927	103%
In Lieu Fees - UTV Recreation Fees	\$10,000	\$5,811	58%
Comcast Franchise	\$9,400	\$6,673	71%
Energy Sales and Use Tax	\$190,000	\$152,669	80%
Animal Licenses	\$4,400	\$3,940	90%
Ambulance / EMS	\$45,600	\$34,629	76%
Fines / Court	\$400	\$945	236%
Business Licenses	\$2,700	\$3,731	138%
Sanitation	\$214,000	\$134,370	63%
9-1-1 Service	\$27,000	\$18,248	68%
Class "C" Roads	\$140,000	\$158,727	113%
Appro. Fund Bal. Class "C" Rd	\$0	\$0	100%
Appropriated Fund Balance	\$0	\$0	100%
Park Impact Fee	\$21,300	\$10,660	50%
Appropriated Fund Balance Park Impact Fee Park Impact Appropriated FB	\$2,700	\$0	0%
Road Impact Fee	\$7,000	\$3,520	50%
Road Impact Appropriated FB	\$0	\$0	100%
Restaurant/RAPZ Tax Awarded	\$227,200	\$63,144	28%
Youth Council	\$800	\$0	0%
Park Rentals	\$10,000	\$8,797	88%
Building Permits	\$6,500	\$2,486	38%
Development Review Fees	\$2,500	\$2,971	119%
Reimbursed Fees; Eng. & Dev.	\$5,000	\$3,319	66%
Interest	\$40,000	\$66,048	165%
COG Grant (reimbursment)	\$183,100	\$0	0%
Donations	\$300	\$0	0%
Misc. Revenue	\$200	\$8,689	4345%
Mass Transit Sales Tax/CVTD	\$41,000	\$0	0%
TOTAL GENERAL	\$1,755,300	\$1,191,077	
,			•
Charges for Stormwater	\$34,100	\$25,305	74%
Stormwater Construction Fees	\$2,900	\$606	21%
Interest	\$2,000	\$4,157	208%
Charges for Stormwater Stormwater Construction Fees Interest Transfer from General Fund Appropriated Fund Balance	\$0	\$0	100%
Appropriated Fund Balance	\$0	\$0	100%
TOTAL STORMWATER	\$39,000	\$30,069	
·			
Interest Appropriated Fund Balance	\$35,000	\$65,472	187%
Appropriated Fund Balance	\$0	\$0	100%
Transfer from General Fund	\$153,800	\$0	0%
TOTAL CAPITAL PROJECT	\$188,800	\$65,472	

MILLVILLE CITY BUDGET - REVENUE	ORIGINAL	REV	'IEW
Account Description	FY25 Budget	FY25 Q3	% of Total

	Charges for Water Service	\$478,000	\$447,429	94%
	Miscellaneous Income	\$14,500	\$19,652	136%
	Interest Income (Water)	\$35,000	\$48,414	138%
ĒΡ	Interest Income (Sewer)	\$0	\$104,804	-%
SEWER	Water Impact Fee	\$12,200	\$6,200	51%
∞ర	Water Connection Fees	\$1,000	\$200	20%
	Charges for Sewer Service	\$420,000	\$425,858	101%
岜	Sewer Impact Fee	\$35,000	\$17,520	50%
WATER	Grant Proceeds (Sewer)	\$10,641,000	\$7,581,407	71%
>	Transfer from General Fund	\$0	\$0	100%
	Transfer from Capital Project Fund	\$0	\$0	100%
	Appropriated Fund Balance	\$729,100	\$0	0%
	TOTAL WATER AND SEWER	\$12.365.800	\$8.651.484	

TOTAL	\$14,348,900	\$9,938,101
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MILLVILLE CITY BUDGET - EXPENSES		ORIGINAL	REVIEW	
	Account Description	FY25 Budget	FY25 Q3	% of Total
	General Government	\$44,500	\$14,309	32%
	Auditor (General)	\$16,000	\$17,531	110%
	Financial Consulting & IT (General)	\$14,000	\$9,976	71%
	Insurance (General)	\$21,000	\$20,220	96%
	Elected Officials (General)	\$21,500	\$21,358	99%
	General Non-Category Payroll	\$113,200	\$66,399	59%
	P&Z	\$9,900	\$4,223	43%
	Legal (General)	\$14,000	\$6,196	44%
	Engineering (General)	\$30,000	\$3,147	10%
	Building (General)	\$14,300	\$9,530	67%
	Law Enforcement	\$33,100	\$16,543	50%
	Animal Control	\$4,100	\$2,050	50%
	Fire	\$32,000	\$30,850	96%
GENERAL	First Responders and EMS	\$46,000	\$47,084	102%
	Elections	\$500	\$0	0%
	Roads - General	\$137,500	\$102,725	75%
	Roads Class "C" Regular	\$46,000	\$4,788	10%
	Roads Class "C" Capital Outlay	\$0	\$0	100%
	Class "C" Designated Future Use	\$94,000	\$0	0%
	COG Road Project (Reimbursable)	\$183,100	\$2,794	2%
9	Road Impact Fee Capital Outlay	\$7,000	\$266	4%
	Road Impact Fee Designated Future	\$0	\$0	100%
	Parks (General)	\$161,000	\$118,700	74%
	Parks/Recreation - Other	\$11,500	\$5,373	47%
	Park Capital Improv. RAPZ (Reimbursable)	\$228,900	\$241,788	106%
	Park Impact Fees	\$24,000	\$0	0%
	Park Impact Fees - Designated Future	\$0	\$0	100%
	Sanitation	\$210,000	\$143,669	68%
	9-1-1 Service	\$27,000	\$22,537	83%
	Disaster Relief	\$4,000	\$457	11%
	Public Safety/Emergency Preparedness	\$6,000	\$1,935	32%
	Youth Council	\$6,400	\$4,947	77%
	Designated for Future Use	\$0	\$0	100%
	Mass Transit Tax Distribution/CVTD	\$41,000	\$0	0%
	Transfer to Capital Project Fund	\$153,800	\$0	0%
	Transfer to Water-Sewer Fund	\$0	\$0	100%
	TOTAL GENERAL	\$1,755,300		

MIL	LVILLE CITY BUDGET - EXPENSES	ORIGINAL	REVIEW	
	Account Description	FY25 Budget	FY25 Q3	% of Total
STORM WATER		T		
	Salaries/Benefits	\$22,100	\$19,894	90%
≶	Special Dept. Supplies (SW)	\$9,000	\$1,139	13%
Σ	Capital Outlay	\$7,900	\$0	0%
<u>۲</u>	Appropriated for Future Use	\$0	\$0	100%
<u>~</u>	TOTAL STORMWATER	\$39,000	\$21,032	
	1			
5	Capital Outlay - Gen Government	\$115,000	\$13,242	12%
	Capital Projects	\$0	\$0	100%
2	Transfer to Water-Sewer Fund	\$0	\$0	100%
CPT PROJECT	Designated Future Use	\$73,800	\$0	0%
	TOTAL CAPITAL PROJECT	\$188,800	\$13,242	
	General (Water)	\$65,000	\$39,229	60%
	Salary/Benefit (Water)	\$166,400	\$68,166	41%
	Legal (Water)	\$10,000	\$730	7%
	Engineering (Water)	\$11,000	\$0	0%
	Auditor (Water)	\$12,000	\$11,969	100%
~	Financial Consulting & IT (Water)	\$8,500	\$8,500	100%
屯	Insurance (Water)	\$9,000	\$7,267	81%
≶ ∐	Special Department Supplies - Water	\$55,000	\$42,459	77%
SEWER	Special Department Supplies - Sewer	\$1,800	\$0	
		+ /		0%
ð	City Sewer/Nibley	\$12,000	\$7,090	
ð	Capital Outlay (Water)		\$7,090 \$10,327	0%
ð	Capital Outlay (Water) Sewer Capital Projects	\$12,000 \$0 \$11,495,000		0% 59% -% 54%
ð	Capital Outlay (Water) Sewer Capital Projects Water Bond (2006) - Water Storage Tank	\$12,000 \$0	\$10,327	0% 59% -%
∞	Capital Outlay (Water) Sewer Capital Projects Water Bond (2006) - Water Storage Tank Bond (2000) - Parker Well	\$12,000 \$0 \$11,495,000	\$10,327 \$6,264,154	0% 59% -% 54%
ð	Capital Outlay (Water) Sewer Capital Projects Water Bond (2006) - Water Storage Tank	\$12,000 \$0 \$11,495,000 \$92,000	\$10,327 \$6,264,154 \$91,830	0% 59% -% 54% 100% 75% 67%
WATER & S	Capital Outlay (Water) Sewer Capital Projects Water Bond (2006) - Water Storage Tank Bond (2000) - Parker Well	\$12,000 \$0 \$11,495,000 \$92,000 \$44,800	\$10,327 \$6,264,154 \$91,830 \$33,570	0% 59% -% 54% 100% 75%

TOTAL \$14,348,900 \$6	6,845,068
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\$0

\$12,365,800

\$0

\$6,810,794

100%

Designated for Future Use - Sewer

TOTAL WATER AND SEWER

Councilmember Assignments 2025

Councilmember Daniel Grange

- Car Show for City Celebration
- Parks

Councilmember Ryan Zollinger

- Sewer
- School District

Councilmember Clay Wilker

- Ordinance Enforcement
- Fire/EMS/Emergency Preparedness
- Law Enforcement/Animal Control

Councilmember Pamela June

- P&Z
- Youth Council
- Wildfire

Councilmember Jeremy Ward

- City Celebration/Parade
- Trails