

# River Heights City

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River Heights City Council  
Minutes of the Meeting  
March 24, 2015

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Present were: Mayor James Brackner  
Council members: Doug Clausen  
Richard Okelberry  
Geoff Smith  
Dixie Wilson  
Blake Wright  
Recorder Sheila Lind  
Public Works Director Clayton Nelson  
Treasurer Wendy Wilker  
Excused Finance Director Clifford Grover  
Others Present: Gayle Brackner, Gary Griffin, Kyle Stein, Curtis and  
Corrine Knight, Jazelle Call, James McWhorter

The following motions were made during the meeting:

Motion #1

Councilmember Clausen moved to “adopt the minutes of the March 10, 2015 Council Meeting, and the evening’s revised agenda.” Council member Okelberry seconded the motion, which passed with Clausen, Okelberry, Smith, Wilson and Wright in favor. No one opposed.

Motion #2

Councilmember Wilson moved to “pay the bills as listed.” Councilmember Clausen seconded the motion, which passed with Clausen, Okelberry, Smith, Wilson and Wright in favor. No one opposed.

Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, March 24, 2015.

Opening Remarks and Pledge of Allegiance: Councilmember Okelberry opened the meeting with a thought on separation of church and state. Our founding fathers were seeking to protect our religious freedom. Councilmember Smith led the group in the Pledge of Allegiance.

Adoption of Previous Minutes and Agenda: Minutes of the March 10, 2015 Council Meeting were reviewed. Councilmember Wright said Tony Smith was not available to attend tonight’s meeting. He has asked to be on a future agenda.

46 Councilmember Clausen moved to “adopt the minutes of the March 10, 2015 Council  
47 Meeting, and the evening’s revised agenda.” Council member Okelberry seconded the motion,  
48 which passed with Clausen, Okelberry, Smith, Wilson and Wright in favor. No one opposed.

49 Pay Bills: The bills were presented and discussed.

50 Councilmember Wilson moved to “pay the bills as listed.” Councilmember Clausen  
51 seconded the motion, which passed with Clausen, Okelberry, Smith, Wilson and Wright in favor.  
52 No one opposed.

53 Finance Director Report: In the absence of FD Grover, Treasurer Wilker explained the  
54 discrepancy in the Cache Clearing Account, which was brought up at the last meeting. The problem  
55 will resolve itself after March is closed and we roll into April.

56 Purchase Requisition Requests: There was none.

57 Public Works Report and Discussion: PWD Nelson reported on the following:

- 58 • They’ve been working on sewer inspections, which they do once a year. They’ve been using  
59 the camera, which has been helpful on a number of occasions. There are five manholes that  
60 have infiltration coming in. He’d like to have Val Kotter and Sons come and inject a product  
61 into the line to stop the leaks. They can’t give us a specific price until they see how much  
62 product they need to use. They said a high guess would be \$5,000. There is only \$2,000  
63 budgeted in Repairs and Maintenance. Councilmember Clausen gave his approval for having  
64 this done.
- 65 • They have been trimming trees so they won’t continue to hit the snowplows.
- 66 • He is working through the lighting ordinance with Engineer Rasmussen. He hopes it gets  
67 figured out soon so the city can get lights installed in Saddlerock Phase One.
- 68 • He has been working with Dan Hogan on his punchlist for Phase One, so he can move forward  
69 to his next phase. Councilmember Clausen asked if Mr. Hogan is planning to fix 600 South  
70 where the sewer settled. Mr. Nelson said it is on the punchlist and will be replaced.
- 71 • The green waste bin is available now for residential use.

72 Administrative Report: Recorder Lind remembered the city agreed not to approve Dan  
73 Hogan’s subsequent phases until Phase One of Saddlerock was completed and signed off by the  
74 engineer. Mr. Hogan is starting to apply for Phase Two. She wondered if she should schedule him on  
75 the Planning Commission agenda since he isn’t finished with Phase One. The Council agreed he can  
76 get the Commission’s approval, but, the Council will not give theirs until Phase One is finished.

77 Public Comment: James McWhorter introduced himself as the person who runs the strings  
78 academy program at the elementary schools. Mayor Brackner assured he would call on him to speak  
79 during the Old Church discussion.

80 Discuss a Fence Variance for Tony Smith: Postponed.

81 Discuss the Future of the Old Church: Mayor Brackner explained the Council is concerned  
82 with how the Old Church building looks. It is in need of repair. They are also interested in the  
83 property for extra park space for families to use. Mr. Griffin addressed the Council. He said the Utah  
84 Festival Opera and Theater Company have been using the building for about 15 years. It is very  
85 important to them. He discussed the productions their company puts on and how much it benefits  
86 Cache Valley. The Old Church facility gives them a place to design their scenery. They can’t find  
87 anywhere else that has a big gym floor. They also have large collections of tapes, costumes and string  
88 instruments that are stored and repaired there. Kyle Stein also resides in the building as a caretaker.  
89 They are willing to do more maintenance on the building if the city desires.

90 James McWhorter, director of the elementary string program, said they have raised a lot of  
91 money to buy instruments. They are grateful for this building as a place to store them. It is one of the

92 pillars that have made their program possible. They are hoping the Council would allow the building  
93 to remain. If they have to pay rent somewhere, it would take money away from the children.

94 Curtis Knight discussed the strings program. It has been a great program in the schools. It  
95 gives the children confidence, as does sports, which is extremely good for the community.

96 The artistic director of the Unicorn Theater explained they are a non-profit organization. They  
97 are grateful to be able to use this space to help them to build scenery for their productions.

98 Mayor Brackner said it's great the opera company is bringing revenue into the valley, but River  
99 Heights gets very little, if any, of it.

100 Councilmember Wilson asked how the strings program is set up. Corrine Knight said they are  
101 a non-profit organization, hired by the school district.

102 Councilmember Okelberry said he's worried about the safety in the building. Gary Griffin  
103 explained there can't be more than 3-4 people in there at a time. The asbestos has been evaluated by  
104 an inspector. It's fine as long as it's not disturbed.

105 Mayor Brackner said he understands Wellsville Elementary will be vacated when the new high  
106 schools are built. Would it be possible for them to use this building? Gary Griffin said they have  
107 discussed it but it is very iffy right now.

108 Councilmember Clausen said the building's appearance is starting to bother them. The roof,  
109 trim and brickwork are in need of repair. Inside is a safety concern. Gary Griffin said they would be  
110 hard pressed to spend \$50,000 for a new roof and then have the city tear it down. They would consider  
111 maintenance expenses if they had a long term contract. The structural security of the building was  
112 discussed. They decided it would be best to have an expert look at it.

113 Councilmember Okelberry asked if the county was willing to fund a portion of the upkeep, and  
114 would the opera company be willing to share the building space. Gary Griffin said they would  
115 consider it, but they really need the gym floor.

116 Councilmember Clausen asked if the Council could think about this and have it on another  
117 agenda for further discussion.

118 Councilmember Okelberry said they appreciate the Opera, Unicorn Theater and the string  
119 program as being a benefit to the community.

120 Councilmember Wilson asked how many people live there. Kyle Stein said he's the only one.  
121 Mayor Brackner asked that the old car be removed. Mr. Stein agreed.

122 Councilmember Wilson asked if any of these groups or individuals pay rent. She was told the  
123 Opera Company pays the city \$1/year. None of the others pay to use the building.

124 Councilmember Okelberry suggested the Council discuss this at their next meeting. He asked,  
125 if the Council decides they can't keep the building open, how much time would they need to vacate.  
126 Gary Griffin said the least amount of time would be 180 days, as stated in their contract.

127 Mayor Brackner thanked them for coming.

128 Review Capital Project Prioritization: Mayor Brackner handed out a revised list of capital  
129 projects and discussed each one.

130 Pave city driveway from 500 East to end of tennis courts: The cost is projected at \$14,000.  
131 The addition of a sewer line would add another \$10,000 – 15,000.

132 Sidewalks - ADA compliant: Councilmember Wilson said she ranked this low since she  
133 understands they will be updated as roads are replaced.

134 Roof on office building: Councilmember Okelberry asked the difference between metal and  
135 shingles. PWD Nelson said metal hasn't come up with the companies that have submitted bids.

136 Councilmember Wilson feels the roof should be extended to cover the basement stairs, which is not

137 included in the estimate. The council generally didn't support a metal roof. They would rather have  
138 shingles.

139 Looping of the 700 South water line: This will provide the volume of water needed in the  
140 commercial area.

141 Seal streets in Saddlerock Phase One: This has already been agreed on.

142 Smooth 600 East: Mayor Brackner discussed the different options, which are repair or replace.  
143 The cost would be between \$80,000 and \$225,000, depending on how in-depth it was. The first option  
144 is to remove the patches and smooth the low spots before repaving the patches. This should cost about  
145 \$40,000 for the section from River Heights Blvd to 400 South and another \$40,000 for the section  
146 from 400 South to 600 South. The second option is to grind up the two middle lanes and add some tar  
147 to the removed asphalt and repave the same lanes with the old asphalt. This should cost about \$80,000  
148 for each section listed above. The third option is to replace the street with new construction (which  
149 includes replacing the soft topsoil with a road base) of curbs, gutters, sidewalks, and paved street. This  
150 should cost about \$225,000 for each of the two sections of 600 East. PWD Nelson has discussed this  
151 with Holbrook Asphalt. They said anytime the asphalt is cut, you are setting up for more deterioration.  
152 He feels a rough road next to the park isn't a bad thing – it slows cars down. Councilmember Clausen  
153 is in favor of spending \$225,000 on the top section. Mayor Brackner will relist this as two projects at  
154 \$225,000 each.

155 Park property on the brow of the hill: Councilmember Wright hopes to acquire this for no cost,  
156 but doesn't know yet. Councilmember Okelberry suggested not having it on the list if there's no cost.  
157 They agreed.

158 Remove old church: Mayor Brackner asked if the council would be willing to let the tenants  
159 stay long term if they took care of upkeep. (Long term to them is probably 20 years.) PWD Nelson  
160 said once they fix some things, other things may come to light, such as the structure of the roof when  
161 they start to replace shingles. Councilmember Wilson realizes the building is of great use to the renters  
162 but doesn't feel they would cease to function without it.

163 700 South: Councilmember Smith suggested putting \$50,000/year away until they have  
164 enough to do the whole project. PWD Nelson suggested doing a block at a time since there are going  
165 to be easement issues. Councilmember Clausen reminded there are so many issues with 700 South.  
166 Some property owners own out into the road. Mayor Brackner will refigure this projects, based on  
167 'what ifs.'

168 History: Council wasn't too interested.

169 Mayor Brackner will revise the list and send it out again. He asked that they return their  
170 ranking to him right away so he can get the revisions made before the next meeting. He reminded that  
171 they can spend about \$700,000 in the next few years, which would keep a \$500,000 balance.  
172 Councilmember Wright would like to keep \$750,000 in the reserve.

173 Councilmember Wright asked about the LTAP report (road maintenance) that was done under  
174 Mayor Baker. He felt they should look at the recommendations given through this study. PWD  
175 Nelson said it is a good program. It gets bumped off schedule when a water line needs to be replaced.  
176 He still looks at their recommendations. The cost for the study was \$2,500; he feels it was worth the  
177 money. Their top suggestions are already on the list for consideration. Mayor Brackner will review  
178 the report.

179 Mayor Brackner and Council report: Councilmember Smith said the additional dumpsters will  
180 be available April 1. Residents will be asked to clean up their yards during April so River Heights will  
181 look nice. The royalty has been chosen and will be presented to the council in one month.

182 Councilmember Okelberry asked Councilmember Smith if he ever got his email set up. They  
183 will work on it tonight. He will add the newsletter information to the website.

184 Councilmember Clausen reported 5 or 6 mayors are continuing to meet together on the  
185 wastewater and no decision has been made yet.

186 Councilmember Wilson said t-ball sign-ups begin April 1.

187 Councilmember Wright reported that the Commission heard from some solar experts at their  
188 last meeting. They suggested a helpful website that will be a good start and are willing to help us fine  
189 tune a solar ordinance that will work for River Heights. Mayor Brackner asked if Conservice would  
190 comply with the new ordinance. Mr. Wright said they most likely would. Since it's not in place yet,  
191 they don't have to follow it.

192 Mayor Brackner said he has received a letter from BRAG. They are having a workshop to  
193 discuss grants on April 9. He asked if anyone would go. Councilmember Clausen said they have gone  
194 before and found River Heights doesn't qualify for any grants, just loans.

195 Mayor Brackner said Rex Davidsavor has turned in his resignation from the planning  
196 commission since he has moved. Therefore, he needs to be replaced. Councilmember Wright said  
197 Mark Malmstrom is willing to serve and would be an excellent choice. He served on the planning  
198 commission in Providence for 3 years. Mayor Brackner said Kerry Coleman said he would consider  
199 serving. In the fall, Commissioner Royle's term will be up. Commissioner Petersen's term was up in  
200 February. Mr. Wright will ask him if he is willing to stay on for another term. The council approved  
201 Mark Malmstrom for now.

202 The meeting adjourned at 8:30 p.m.

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James Brackner, Mayor

  
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Sheila Lind, Recorder

River Heights City Bills To Be Paid

March 24, 2015

	Payee	Description	Admin.	P&Z	Parks/Rec	Pub. Safety	Com. Aff.	Roads	Water	Sewer	Total
1	Comcast	High Speed Internet	\$21.25						\$21.25	\$21.25	\$63.75
2	Daines & Jenkins, LLP	Legal Fees	\$140.00								\$140.00
3	Elise Francis	Royalty Scholarship					\$100.00				\$100.00
4	Foresight Surveying & Civil Engineering	800 South Work		\$200.00							\$200.00
5	Interstate All Battery Center	Mower Battery			\$46.95						\$46.95
6	IPACO, Inc.	Pruner and Extension			\$83.12			\$83.12	\$83.12	\$83.12	\$332.48
7	Izabelle Maddock	Royalty Scholarship					\$100.00				\$100.00
8	Logan City	Water Consumption							\$262.47		\$262.47
9	Questar	Gas	\$92.19		\$156.19			\$97.48	\$225.49	\$97.48	\$668.83
10	Rural Water Association of Utah	Annual Dues for Water & Wastewater							\$715.00		\$715.00
11	Samantha Francis	Royalty Scholarship					\$100.00				\$100.00
12	Savannah Davidson	Royalty Scholarship					\$100.00				\$100.00
13	Utah Local Government Trust	Workers Comp Monthly Fee	\$14.94		\$22.95			\$70.06	\$88.75	\$93.42	\$290.12
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27	<b>Zions Visa Payment Made on 03/20/15:</b>										
28	Adobe System Inc.	Acrobat Pro	\$21.31								\$21.31
29	Code 42	Virus Protection Monthly	\$9.99								\$9.99
30	Leathers Associates	Playground Slide Exit	\$481.34								\$481.34
31	Nextiva	City Phone & Fax System Monthly	\$41.24						\$41.25	\$41.25	\$123.74
32	Ramada Hotel	Hotel for Conference Clayton							\$186.29	\$186.30	\$372.59
33	Rural Water Association of Utah	Conference Fee							\$170.00	\$170.00	\$340.00
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<b>Page 1 SubTotals</b>			<b>\$822.26</b>	<b>\$200.00</b>	<b>\$309.21</b>		<b>\$400.00</b>	<b>\$250.66</b>	<b>\$1,793.62</b>	<b>\$692.82</b>	<b>\$4,468.57</b>

Page 1 Total Amount to be Paid \$4,468.57

**RIVER HEIGHTS CITY  
COMBINED CASH INVESTMENT  
RUNNING TOTAL - LAST 12 MONTHS**

March-15													
Combined Cash Accounts		Final Apr-14	Final May-14	Final Jun-14	Final Jul-14	Final Aug-14	Final Sep-14	Final Oct-14	Final Nov-14	Final Dec-14	Final Jan-15	Final Feb-15	Final Mar-15
01-1010	Checking-General	185,095.11	201,556.80	249,368.24	259,376.49	223,477.14	276,567.16	126,283.50	109,352.45	142,957.41	156,647.98	212,242.41	233,749.18
01-1020	PTIF	47,653.08	47,672.82	47,691.62	47,710.63	47,729.67	47,748.37	47,768.04	47,787.95	47,808.56	47,808.56	47,848.18	47,848.18
01-1025	Zions Savings	239,022.79	239,022.79	239,100.27	239,100.27	239,100.27	239,178.63	239,178.63	239,178.63	239,100.65	239,100.65	239,100.65	239,100.65
01-1030	Lewiston Savings	245,411.26	245,411.26	245,504.05	245,504.05	245,504.05	245,586.78	245,605.96	245,605.96	245,698.82	245,698.82	245,698.82	245,698.82
01-1035	Cache Valley Savings	245,944.08	245,994.21	246,042.73	246,092.88	246,143.04	246,191.59	246,241.77	246,290.34	246,340.54	246,340.54	246,436.11	246,436.11
01-1075	Utility Cash Clearing Account	(6,835.73)	4.13	-	-	-	-	-	-	-	-	(607.42)	(39,815.77)
<b>Total Combined Cash</b>		<b>956,290.59</b>	<b>979,662.01</b>	<b>1,027,706.91</b>	<b>1,037,784.32</b>	<b>1,001,954.17</b>	<b>1,055,272.53</b>	<b>905,077.90</b>	<b>888,215.33</b>	<b>921,905.98</b>	<b>935,596.55</b>	<b>990,718.75</b>	<b>973,017.17</b>
01-1000	Cash Allocated to Other Funds	(956,290.59)	(979,662.01)	(1,027,706.91)	(1,037,784.32)	(1,001,954.17)	(1,055,272.53)	(905,077.90)	(888,215.33)	(921,905.98)	(935,596.55)	(990,718.75)	(973,017.17)
<b>Total Unallocated Cash</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash Allocation Reconciliation</b>													
10	Allocation to General Fund	304,547.98	308,424.98	328,977.56	320,028.57	251,963.75	268,139.25	96,550.48	64,336.50	(145,398.38)	176,250.67	212,855.34	191,854.28
40	Allocation to Capital Projects Fund	300,905.36	314,230.37	314,307.14	314,328.79	314,352.67	314,425.50	314,455.20	314,479.61	534,630.58	210,590.21	210,620.80	210,620.80
51	Allocation to Water Fund	(28,548.61)	(12,044.37)	7,089.22	26,550.20	50,578.64	76,152.42	98,354.00	113,395.50	128,250.55	138,565.72	151,401.43	150,618.03
52	Allocation to Sewer Fund	379,385.86	369,051.03	377,332.99	376,876.76	385,059.11	396,555.36	395,718.22	396,003.72	404,423.23	410,189.95	415,841.18	419,924.06
<b>Total Allocations from Other Funds</b>		<b>956,290.59</b>	<b>979,662.01</b>	<b>1,027,706.91</b>	<b>1,037,784.32</b>	<b>1,001,954.17</b>	<b>1,055,272.53</b>	<b>905,077.90</b>	<b>888,215.33</b>	<b>921,905.98</b>	<b>935,596.55</b>	<b>990,718.75</b>	<b>973,017.17</b>
<b>Allocations from Combined Cash Fund</b>		<b>(956,290.59)</b>	<b>(979,662.01)</b>	<b>(1,027,706.91)</b>	<b>(1,037,784.32)</b>	<b>(1,001,954.17)</b>	<b>(1,055,272.53)</b>	<b>(905,077.90)</b>	<b>(888,215.33)</b>	<b>(921,905.98)</b>	<b>(935,596.55)</b>	<b>(990,718.75)</b>	<b>(973,017.17)</b>
<b>Check - Allocations Balance</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>RIVER HEIGHTS CITY</b>
<b>CAPITAL PROJECTS RANKING FORM</b>
<b>24 March 2015</b>

Project Name	Estimated Cost
Pave city driveway from 500 East to end of tennis courts	\$ 14,000
Annual commitment for sidewalks & ADA compliance	\$ 10,000
Roof on City Office Building	\$ 8,100
Looping the water line on 700 South (\$50,000 to \$85,000-say \$65,000)	\$ 70,000
Seal Streets in the First Phase of the Saddle Rock Sub-division, 400 S. & others	\$ 45,000
Smooth and seal coat 600 East from 400 South to 600 South (replace \$225,000)	\$ 80,000
Smooth and seal coat 600 East from River Heights Dr. to 400 South (replace \$225,000)	\$ 80,000
Acquire existing street lights & poles from Rocky Mountain Power	\$ 40,000
Park property on brow of the hill next to the Providence Cemetery	Unknown
Repair 650 South	\$ 40,000
Remove the old church on 500 East at 500 South Street	\$ 30,000
Replace street lights with LED lights as old ones need replacing (\$1,000 each)	????
Install curb and gutters and repave 700 South from Summerwild Ave to 600 East	\$ 750,000
Update River Heights City History	\$ 5,000
Curb & Gutter & Pave 400 S. from 400 E. to 500 E.	\$ 225,000
Curb & Gutter & Pave 400 S. from 500 E. to 600 E.	\$ 225,000
Replace 10" & 8" water lines in 600 East from 600 South to 800 South	\$ 180,000
Shop Expansion	\$ 100,000
Repave Stewart Hill Court	\$ 140,000
Install curb and gutters and repave 600 South from 400 East to 600 East	\$ 600,000

Blake Wright	Dixie Wilson	Doug Clausen	Rich Okelberry	Geoff Smith	Council's Average
	12				2.4
2	11	1	1	3	3.6
4	3	7	4	7	5
5	6	5	2	12	6
1	19	2	5	5	6.4
8	4	4	8	10	6.8
7	15	3	7	9	8.2
9	9	9	9	8	8.8
6	7	10	11	13	9.4
10	17	11	13	2	10.6
13	1	12	12	16	10.8
15	14	13	10	4	11.2
19	2	18	20	1	12
16	5	13	19	17	14
17	13	16	15	14	15
18	10	17	16	15	15.2
20	8	14	18	21	16.2
14	16	20	14	18	16.4
11	18	16	17	20	16.4
21	20	19	21	19	20